

EASTERN SHAWNEE TRIBE OF OKLAHOMA

P.O. Box 350 • Seneca, MO 64865 • (918) 666-2435 • FAX (918) 666-3325

July 1, 2008

Southern Plains Office
Native American Programs
301 N.W. 6th Street, Suite 200
Oklahoma City, OK 73102

RE: FY 2008 Indian Community Development Block Grant (ICDBG)

Dear Sir or Madam:

The Eastern Shawnee Tribe is submitting an application for the FY 2008 Indian Community Development Block Grant for your consideration.

The Eastern Shawnee Tribe is eligible to apply for an Indian Community Development Block Grant under the provisions at 24 CFR 1003.301(a):

1. Publication in the Federal Register on November 25, 2005 as an "Indian Entity within the Contiguous 48 States Recognized and Eligible to Receive Services from the United States Bureau of Indian Affairs."

The Eastern Shawnee Tribe is proposing the construction of a Wellness Center that fits within the scope of the revision of the twenty-year master plan adopted by the Tribe. The Wellness Center is eligible for consideration of funding under 24 CFR part 1003 subpart C, as infrastructure for public facilities.

Please call our office if you have any questions.

Sincerely,

Glenna J. Wallace
Chief



EASTERN SHAWNEE TRIBE OF OKLAHOMA

P.O. Box 350 • Seneca, MO 64865 • (918) 666-2435 • FAX (918) 666-3325

RESOLUTION NUMBER 050306-R- 05

RESOLUTION AUTHORIZING THE ADOPTION OF THE TWENTY-YEAR PLAN AS THE COMMUNITY DEVELOPMENT STATEMENT

- WHEREAS, The Eastern Shawnee Tribal Council is a federally recognized Indian Tribe organized under the Oklahoma Indian Child Welfare Act of 1936, with a Constitution approved by the Secretary of the Interior, April 4, 1994 and Amended March 2, 1999; and
- WHEREAS, the Constitution of the Eastern Shawnee Tribe of Oklahoma, Article IX, Section 1, empowers the Business Committee to protect and preserve the interests of the Tribe; and
- WHEREAS, the Eastern Shawnee Tribe of Oklahoma is committed to protecting and preserving the interests of the tribal membership; and
- WHEREAS, the Eastern Shawnee Tribe of Oklahoma is committed to the concept of Indian Tribes functioning as sovereign governments; and
- WHEREAS, The Eastern Shawnee Tribe is submitting an application of the US Department of Housing and Urban Development (HUD), Indian Community Development Block Grant (ICDBG); and,
- WHEREAS, The Eastern Shawnee Tribe adopt the Twenty-Year Plan as the Community Development Statement for the Eastern Shawnee Tribe.
- NOW THEREFORE BE IT RESOLVED, that the Business Committee of the Eastern Shawnee Tribe of Indians does hereby authorize the Chief to adopt the Twenty-Year Plan as the Community Development Statement for the Eastern Shawnee Tribe of Oklahoma.



EASTERN SHAWNEE TRIBE OF OKLAHOMA

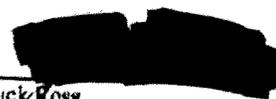
P.O. Box 350 • Seneca, MO 64865 • (918) 666-2435 • FAX (918) 666-3326

CERTIFICATION

The foregoing Resolution NUMBER 050306-R- 05 was adopted at a duly called regular meeting of the Business Committee of the Eastern Shawnee Tribe of Oklahoma conducted on May 3, 2006. A quorum was present at said meeting with the vote reflecting, 4 FOR 0 AGAINST 0 ABSTAINING and 1 ABSENT.

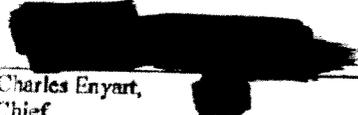
Motion Carried


Clenna J. Wallace,
Secretary


Jack Ross,
Second Chief

EXECUTIVE BRANCH

Vetoed: YES _____ NO ✓ Date: 5-4-06 Time: 10:20 AM


Charles Enyart,
Chief



EASTERN SHAWNEE TRIBE OF OKLAHOMA

P.O. Box 350 · Seneca, MO 64866 · (918) 666-2435 · FAX (918) 666-2186

RESOLUTION NUMBER 070708-R-01

RESOLUTION AUTHORIZING APPROVAL OF THE COMPREHENSIVE PLAN FOR LONG-TERM ELDER CARE

- WHEREAS,** the Eastern Shawnee Tribe of Oklahoma is a federally recognized Indian Tribe organized under the Oklahoma Indian Welfare Act of 1936, with a Constitution approved by the Secretary of the Interior, April 4, 1994 and Amended March 2, 1999; and
- WHEREAS,** the Constitution of the Eastern Shawnee Tribe of Oklahoma, Article IX, Section 1, empowers the Business Committee to protect and preserve the interests of the Tribe; and
- WHEREAS,** the Eastern Shawnee Tribe of Oklahoma is committed to protecting and Preserving the interests of the tribal membership; and
- WHEREAS,** the Eastern Shawnee Tribe of Oklahoma is committed to the concept of Indian Tribes functioning as sovereign governments; and
- WHEREAS,** the Eastern Shawnee Tribe of Oklahoma wishes to show respect to its elders, to show them that they continue to be important in the lives of their families and community, to meet the social needs of its elders, and to assist them with contact and connection to family and community members,

NOW THEREFORE BE IT RESOLVED, that the Business Committee of the Eastern Shawnee Tribe of Oklahoma does hereby approve the Comprehensive Plan for Long-Term Elder Care bearing the date of this approval.

CERTIFICATION

The foregoing Resolution NUMBER 070708-R-01 was adopted at a duly called regular meeting of the Business Committee of the Eastern Shawnee Tribe of Oklahoma conducted on July 07, 2008. A quorum was present at said meeting with the vote reflecting,

- 5 FOR
- ~~0~~ AGAINST
- ~~0~~ ABSTAINING
- ~~0~~ ABSENT

Motion passed


 Shawna B. Pickney
 Secretary

7-8-08
Date Signed


 Jack Ross
 Second Chief

7-09-08
Date Signed

EXECUTIVE BRANCH

Vetoed: YES _____ NO Date: 7/8/08 Time: 10:00


 Glenna J. Wallace,
 Chief

Implementation Schedule
Indian Community Development Block Grant (ICDBG)

U.S. Department of Housing
and Urban Development
Office of Public and Indian Housing

OMB Approval No. 2577-0191
exp. 10/31/2009

See Instructions and Public Reporting Statement on back.
Submit a separate implementation schedule for each project category.

1. Name of Applicant (as shown in form 5, Release Page 424) Eastern Shawnee Tribe of Oklahoma		2. Application/Grant Number (to be assigned by HUD)		3. <input checked="" type="checkbox"/> Original (First submission to HUD) <input type="checkbox"/> Pre-Award Submission <input type="checkbox"/> Amendment (submitted after grant approval)		Date (mm/dd/yyyy) 07/05/2008			
4. Name of Project (as shown on form HUD-1123, Item 4) Wellness Center			5. Effective Date (mm/dd/yyyy) 01/01/2008		6. Expected Completion Date (mm/dd/yyyy) 11/30/2010		8. Expected Closeout Date (mm/dd/yyyy) 12/31/2010		
9. Program Review Status									
<input type="checkbox"/> Except (As specified in 24 CFR 98.34)		<input type="checkbox"/> Under Review (Review underway; change not yet made)		<input checked="" type="checkbox"/> Finding of the Significant Impact (Finding made that requires for release of funds for project to not an action which may significantly affect the environment.)					
<input type="checkbox"/> ISB Required (Finding that project may significantly affect environment or ISB automatically required by 24 CFR 98.37)		<input type="checkbox"/> Not Started (Review not yet begun)		<input type="checkbox"/> Certification (Environmental review completed; certification and request for release of funds being prepared for submission)		<input type="checkbox"/> Categorically Excluded (As specified in 24 CFR 98.34)			
7. Tribal Fiscal Year (mm/dd/yyyy) 10/01/2008									
10. Task List (List tasks such as environmental assessment, acquisition, etc.)									
11. Schedule Use Calendar Year (CY) quarters. Fill in the CY below. See detailed instructions on back.									
	CY 08		CY 09		CY 10		Date (mm/dd/yyyy) of events in Qtr		
	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
Contract with Corps of Engineers	X								
Environmental Review Update	X	X							
Advertise for Design/Build Firms		X							
Interview Design/Build Firms			X	X					
Plans 10%-15% Complete			X	X					
Negotiations w/DB Firm				X					
Contract signed				X	X				
Final Plans Developed & Year End Report					X	X	X		
Construction 50% Completed						X	X	X	
Construction 100% Completed							X	X	
Year End Report & Closeout								X	
12. Planned Drawdowns by Quarter (Enter amounts non-commensally)	\$ 80,000.00	\$ 20,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 150,000.00	\$ 150,000.00	\$ 120,000.00	\$ Year 800,000.00
13. Cumulative Drawdowns (If more than one page, enter total on last page only)	\$ 80,000.00	\$ 100,000.00	\$ 200,000.00	\$ 300,000.00	\$ 400,000.00	\$ 550,000.00	\$ 700,000.00	\$ 800,000.00	\$ Year 800,000.00



EASTERN SHAWNEE TRIBE OF OKLAHOMA

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Business Ethics and Conflict of Interest Policy

1. Purpose: To ensure that employees of the Eastern Shawnee Tribe of Oklahoma (hereafter referred to as the "Tribe") conduct themselves in compliance with applicable laws and regulations and adhere to the highest moral and ethical standards and refrain from being involved with outside business or financial interests or activities which may interfere with the proper performance of their employment or in any way be prejudicial to the best interests of the Tribe.

2. Scope: All employees of the Tribe.

This Policy applies to both direct and indirect interests of all employees of the Tribe and members of his or her immediate family. It also applies to officers, elected or appointed, agents and consultants. It extends to transactions by any person who may act on behalf of the employee or members of his or her immediate family in connection with such interests. In general, an employee will be regarded as having a beneficial interest in any property owned or transactions entered into by his or her spouse or minor children.

3. Disclosure: The Tribe requires that each employee read the "Business Ethics and Conflict of Interest Policy."

Every employee has the continuing responsibility to disclose in writing to the Tribe, to the attention of the Tribal Council, promptly upon occurrence, any activity, transaction, interest or association that might be a conflict of interest or in conflict with this Policy. Disclosure is required to enable the Tribe to determine whether any conflict exists, and if so, what action must be taken to protect the Tribe's interest and the interests of its members. All persons are encouraged to discuss with his or her supervisor any contemplated case which might constitute a conflict before making arrangements or commitments.

Any employee who has knowledge or a good faith reasonable belief that a material violation of this Policy has occurred shall immediately report the

facts relating thereto directly to the Tribal Administrator who will consult with the Tribal Council with respect to appropriate action. No employee shall be subject to any reprisal or adverse personnel action because of having made such a report. All such reports shall be treated confidentially.

In reaching determinations with respect to disclosures made in compliance with the Tribe's Policy, each case will be decided according to its particular facts and circumstances by applying reasonable judgment and common sense. In some instances, full disclosure of relevant facts by the person concerned will be all that is necessary to enable the Tribe to protect its interests. In other cases, if no improper motivation appears to exist and the Tribe's interests have not suffered, prompt elimination of the improper conduct or activity may be sufficient.

Should the Tribe find, however, that an inexcusable violation of policy is involved, more drastic action will be taken including, where appropriate, termination of employment and action to obtain reimbursement to the Tribe for any profit diverted from it (including gain realized by the particular employee) or any financial detriment suffered by the Tribe.

-
- 4. Policy:** It is the policy of the Tribe that all employees, while acting in such capacity, have a position of trust with the Tribe and a primary undivided business responsibility to the Tribe and accordingly should act in the best interest of the Tribe. Underlying this policy are the following principles:
- 4.1 All employees should conduct themselves, in their Tribe related activities, in compliance with all applicable laws and regulations and in accordance with the highest moral and ethical standards of responsibility, accountability and integrity.
 - 4.2 No employee should have, acquire or engage in any interest or association, which would, or might appear to influence or interfere with the independent exercise of his or her judgment in the best interest of the Tribe.
 - 4.3 No employee should personally profit from, or otherwise take advantage of, opportunities or business information which is obtained by reason of such employee's position with the Tribe; and
 - 4.4 Employees should refrain from those transactions or activities conducted in their capacity as an employee of the Tribe, which, while not involving personal profit or gain of the employee involved, are *nonetheless detrimental* to the best interests of the Tribe, or would tend to damage the reputation of the Tribe.
-

5. Specific Policy Applications:

It is virtually impossible to present an all-inclusive list of interests, activities, associations, transactions or situations that constitute, or would appear to constitute, a conflict of interest or a violation of the principles set forth above. However, the policy of the Tribe and the responsibilities of the employees with respect to some of the more commonly encountered situations or with regard to questions frequently presented are set forth below.

In certain of the following policy applications, terms such as "material financial interest" and "token or nominal value" are used. Such terms are not subject to precise definition, as values and amounts must be considered in relation to the particular circumstances and the individual involved.

Although these terms cannot be quantified exactly, for the purpose of evaluating individual situations in relation to the disclosure requirements specified by the Policy, the significance of values owned or received should be viewed in terms of amounts which would, or could reasonably be considered to, influence the objectivity of an employee in making impartial decisions associated with his or her job responsibilities to the Tribe.

5.1. Suppliers and Contractors of the Tribe.

The policy stated herein applies to all employees, but it applies particularly to employees who buy or sell, or have any control or supervision over buying or selling, on behalf of the Tribe. It is the policy of the Tribe to obtain all equipment, materials, supplies and services from reputable suppliers and contractors at a fair and reasonable cost consistent with the Tribe's requirements. Employees are expected to exercise all necessary safeguards and controls for carrying out this policy including, but not limited to, competitive bidding, economic analysis, specification valuation, approval of vendors and alternative vendor sourcing.

Employees must not have any material financial interest in, or engage in any material business venture or transaction with any business or concern which is a supplier or contractor of the Tribe. Employees shall not be involved in the process of contract evaluation, negotiation, award, or the approval of invoices or payments to contractors or suppliers of the Tribe where a spouse or other person living in the employee's household or an *immediate relative of the employee* is employed by such contractor or supplier.

5.2. Customers of the Tribe

Employees must not have any material financial interest in, or engage in any material business venture or transaction with, any business or concern which is a customer of the Tribe.

5.3. Business in Competition with the Tribe

Employees must not have any material financial interest in or engage in any material business venture or transaction with any business concern, which competes with the Tribe.

5.4. Appropriation of Business Opportunity

The appropriation or the diversion to others of any opportunity for profit in connection with a transaction in which it is known, or could reasonably be anticipated, that the Tribe is, or would be, interested is prohibited. Such opportunities include, but are not limited to, the acquisition of real or personal property or the design or development of new products or new ideas.

5.5. Gifts and Entertainment Employees shall not accept from actual or potential suppliers, contractors, competitors or customers, gifts, favors, services or entertainment of other than a token or nominal value. The solicitation by employees of gifts, favors, services, or entertainment is prohibited.

5.6. Trips

Employees shall not accept trips from actual or potential suppliers, contractors, competitors or customers without the prior written approval of the particular tribal officer or supervisor to whom the employee reports. The solicitation by employees of such trips is prohibited.

5.7. Political Contributions

“Political Contributions” as used herein shall include direct expenditures or contributions, in funds, services, or assets to candidates for nomination or election to public office or to political parties, as well as indirect assistance or support (except as may be incidental to the administration of an employee campaign fund or political action committee) including, but not limited to, the donation by the Tribe of an employee’s time; the furnishing of goods, space, services, or equipment; the purchasing of tickets or subscriptions to political fund raising events; or other indirect contributions or

payments made on behalf of the Tribe in any form or through employees, consultants, agents, suppliers or any other party.

- 5.7.1.** No Tribe funds or assets shall be used, directly or indirectly, for Federal (U.S. Government position) political contributions.
- 5.7.2.** Political contributions may be made by the Tribe in any state of the United States in any other jurisdictional area where permitted by law, only in accordance with the following procedures:

- No Political contribution shall be made by an employee, consultant, agent or any other representative on behalf of the Tribe, in cash or by any other means whereby the amount or origin of the contribution cannot be readily established by reference to the Tribe's books and records.
- Employees, consultants, agents or other representatives of the Tribe may contribute personally of their own funds or time to the candidate, organization or party of their choice. Not employee, consultant, agent or other representative of the Tribe shall represent that his or her personal contribution is that of the Tribe.

5.8. Outside Business Activities

Each employee is expected to devote his or her full time and ability to the Tribe's interest during regular business hours or employment and whatever additional time may be properly required. It is not the intention of this policy to discourage participation by individuals in civic, political, charitable or similar activities.

5.9. Safeguarding Confidential or "inside" Information It shall be the responsibility of all officers, employees and other persons having access to confidential or "inside" information or special knowledge acquired in the course of business of the Tribe not to disclose such information to others or use such information for personal gain. Persons who have acquired knowledge or information about the Tribe or its business must not:

- 5.9.1.** Use such information as an opportunity for personal gain, or
- 5.9.2.** Disclose such information to the persons outside the Tribe, or
- 5.9.3.** Discuss such information with persons inside the Tribe who do *not have a need to know such information.*

5.10. Falsification of Tribal Records

No employee shall directly or indirectly, falsify, or cause to be falsified, any book, record, account or document made or to be made by the Tribe. Moreover, no employee shall make or cause to be made, any false or misleading statement in connection with any examination or audit of the Tribe's books and records. The creation and maintenance of any cash fund or other asset for disposition by representatives of the Tribe is prohibited without accounting for such funds and assets, and the disposition thereof, on the books and records of the Tribe.

No employee shall maintain corporate funds or assets in safe deposit boxes, in bank accounts not identified as the Tribe's or in locations other than regular common accounts (with the exception of a bona fide petty cash fund).

5.11. Payments to U.S. or other Tribes and Other Individuals No employee shall make any payment (with either corporate or personal funds, whether or not reimbursed), or confer any benefit upon any government official or agent or employee of a Tribe for the purpose of improperly influencing any action by such official, agent or employee. Such prohibited payments or benefits would include, but are not limited to the following:

5.11.1. The payment of money directly to the official, agent or employee or through intermediaries (including lawyers, agents or brokers); or

5.11.2. Payments of any statement, invoice or bill by the Tribe for goods, materials or services where the price paid exceeds the true price thereof, and the excess is used at the direction of, or pursuant to a prior understanding with, the Tribe or a representative thereof for a payment to a government official or agent or employee of a Tribe; or

5.11.3. Payments or commissions made to a sales agent with an understanding that part of the payments or commissions would be used to make payments to a government official or agent or employee of a Tribe; or

5.11.4. Use of facilities owned by the Tribe or those owned by representatives of the Tribe by a government official, agent or employee of a Tribe. Reasonable expenses for the entertainment of customers are not prohibited provided:

- a) the amount of the expense and nature of the entertainment is fully described in the expense report by which any reimbursement from the Tribe is sought, and
 - b) the entertainment is within the Tribe's accepted business standards and ethics.
-

6. Penalties: In the event of an alleged violation, an inquiry shall be undertaken by the Tribal Council. The findings of the inquiry will dictate the Tribe's response to the allegation. In any case where it is determined that the allegation is true the range of penalties may be as follows:

- a) Removal from employment
 - b) Suspension from the job without pay for up to 60 days
 - c) Financial restitution as may be determined by the Tribal Council
-

Contact Information

Chief Glenna J. Wallace
Eastern Shawnee Tribe of Oklahoma
P.O. Box 350
Seneca, MO 64865
Phone: 918-666-2435

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Self-Evaluation of Rating Factors

Rating Factor	Rating Criteria	Possible Total Points	Possible Points	Self-Scoring Points	Self-Scoring Total Points	Page Number
1	Capacity of the Applicant					
	<u>Managerial, Technical & Administrative Capacity</u>	15			15	
	1.a. Managerial & Technical Staff		8	8		25
	b. Project Implementation Plan & Program Evaluation		3	3		27
	c. Financial Management		2	2		30
	d. Procurement & Contract Administration		2	2		33
	<u>Past Performance</u>	15			15	
	2.a. Progress on Implementation Schedule		3	3		35
	b. Timely Submission of Required Reports		3	3		35
	c. Closeout Documents		3	3		35
	d. Annual Audits		3	3		35
	e. ICDBG Monitoring Findings		3	3		35
2	Need/Extent of the Problem	16			16	
	1. Meets an Essential Community Need		4	4		37
	2. Project Benefit		12	12		39
3	Soundness of Approach	36			36	
	1. Description and Rationale		13	13		41
	2. Budget & Cost Estimates		8	8		43
	3. HUD Policy Priorities		1	1		47
	4. Intent to Meet Section 3 Requirements		2	2		50
	5. Commitment to Sustain Activities		12	12		51
4	Leveraging Resources	8			8	
	1. Percentage of Contribution		8	8		55
5	Comprehensiveness & Coordination	10			10	
	1. Coordination		2	2		60
	2. Measurable Outcomes & Logic Model		8	8		61&62
	TOTAL POSSIBLE POINTS	100	100	100	100	

I. Overview of Project



EASTERN SHAWNEE TRIBE OF OKLAHOMA

P.O. Box 350 · Seneca, MO 64865 · (918) 666-2435 · FAX (918) 666-2186

RESOLUTION NUMBER 070708-R-04

RESOLUTION AUTHORIZING THE SUBMISSION OF AN INDIAN COMMUNITY DEVELOPMENT BLOCK GRANT FOR CONSTRUCTION OF A WELLNESS CENTER AND A REVISION OF THE COMMUNITY DEVELOPMENT STATEMENT

- WHEREAS, The Eastern Shawnee Tribal Council is a federally recognized Indian Tribe organized under the Oklahoma Indian Child Welfare Act of 1936, with a Constitution approved by the Secretary of the Interior, April 4, 1994 and Amended March 2, 1999; and
- WHEREAS, the Constitution of the Eastern Shawnee Tribe of Oklahoma, Article IX, Section 1, empowers the Business Committee to protect and preserve the Interests of the Tribe; and
- WHEREAS, the Eastern Shawnee Tribe of Oklahoma is committed to protecting and preserving the interests of the tribal membership; and
- WHEREAS, the Eastern Shawnee Tribe of Oklahoma is committed to the concept of Indian Tribes functioning as sovereign governments; and
- WHEREAS, The Eastern Shawnee Tribe authorizes the Chief to submit an application to the Department of Housing and Urban Development (HUD) for an Indian Community Development Block Grant (ICDBG) to construct a Wellness Center and a revision to the community development statement; and
- WHEREAS, The Eastern Shawnee Tribe of Oklahoma presented the application for community review and comment at a regular meeting on July 7, 2008; and,

NOW THEREFORE BE IT RESOLVED, that the Business Committee of the Eastern Shawnee Tribe of Indians does hereby authorize the Chief to submit an application to the Department of Housing and Urban Development (HUD) for an Indian Community Development Block Grant (ICDBG) to construct a Wellness Center.

CERTIFICATION

The foregoing Resolution NUMBER 070708-R-04 was adopted at a duly called regular meeting of the Business Committee of the Eastern Shawnee Tribe of Oklahoma conducted on July 7, 2008. A quorum was present at said meeting with the vote reflecting 5 FOR 0 AGAINST 0 ABSTAINING and 0 ABSENT.

Motion Carried


Shawna Pickup
Secretary


Jack Ross
Second Chief

EXECUTIVE BRANCH

Vetoed: YES _____ NO Date: 7/8/08 Time: 10:00 *fb*


Glenna J. Wallace
Chief

Overview of the Project

The Eastern Shawnee Tribe of Oklahoma is a federally recognized Indian tribe governed by a Constitution, as amended in 1994. The Eastern Shawnee Tribe is located in the far northeastern part of Oklahoma, with its tribal headquarters situated just west of the Missouri State line. The Eastern Shawnee are one of three (3) federally recognized Shawnee tribes representing a mixed consolidation of the five (5) traditional bands of the historic Shawnee Nation.

To date, the Eastern Shawnee have an enrollment of 2,267 members, with approximately 25% residing within a fifty- (50) mile radius of the tribal headquarters. The residency of local tribal membership encompasses all counties of northeast Oklahoma, southwestern Missouri, southeastern Kansas, and northwest Arkansas. The tribe's land holdings include approximately 300 acres of trust lands, and 350 acres of fee simple lands. All land holdings are located in Ottawa County, Oklahoma, Newton County, Missouri, and Bourbon County, Kansas.

In the Treaty of 1867 the Shawnee Tribe was relocated to Indian Territory Oklahoma. The reservation contained 2,500 square miles shared by the Seneca, Mixed Seneca Shawnee and Quapaw Tribes. Over the years, the land base has been drastically reduced to the present day reservation of approximately 22 square miles. The area lies east to Spring River in Ottawa County and is the beginning of the Ozark uplift.

By 1899, the Eastern Shawnee population numbered a mere 79 individuals. The Eastern Shawnees suffered dramatically in their loss of language and traditional culture, particularly their ceremonial practices. Most Eastern Shawnees today are not cognizant of the "traditional" ceremonies and cultural practices of their ancestors. Therefore, the elders and leaders of the Tribe thought it very important and gave careful consideration in applying traditional Shawnee symbolism and traditions when putting together a plan for growth and productivity of the Shawnee Tribe of Oklahoma. The plan shows great potential for moving the Tribe forward to be self-sustaining, productive, and innovative while offering opportunities for retaining and re-learning cultural traditions and values.

The Eastern Shawnee Tribe worked with EWC Incorporated to develop a Twenty-Year Masterplan (see attached) in 2003. Leaders of the Tribe knew they had to create a vision for the Tribe. The Twenty-Year Masterplan was developed over a series of several months. Several meetings were held with different groups of individuals that had a stake in the development of a future for the Tribe. The plan will be carried out in a series of six phases, covering a 20-year span of time and will utilize much of the Tribe's land base in Oklahoma. The Twenty-Year Masterplan is complete with maps, renderings of future development, and narratives for how the plan was developed and will be implemented.

Phase I of the Twenty-Year Masterplan calls for infrastructure to lay the groundwork for future development. The infrastructure will consist of the installation of utility services, water supply, gas, electric, and wastewater disposal that will be required to support the

other six phases of development. Roads, drives, and parking will be built in the near future.

Phase I of the project is being undertaken through a previous ICDBG to construct a water system. Other parts of phase one are being developed through partnerships with city and county governments for a sewer system and through partnerships with utility companies for electricity and gas. This project was completed in 2007. Other infrastructure for **Phase I** of the Twenty-year Master Plan includes roads, drives and parking to serve the social services buildings (existing and currently under construction) and the housing addition. The roads and parking will allow for proper drainage, adequate parking, and easy access to the services provided by the Tribe.

Phase III and Phase IV of the project is also being undertaken through a previous ICDBG to construct a Community Resource/AOA Building and a Family and Children's Services Building. The AOA facility will serve as a Senior Services Meals/Nutritional Services area and Food Distribution Warehouse. The Family and Children's Services offices will take care of the needs for parents, child care providers, children and clients for Indian Child Welfare (ICW). Both of the projects are being developed simultaneously. Both projects will be completed by the end of 2008.

The Master Plan for the Tribe was developed over 5 years ago. Tribal leaders saw a change in demographics, needs and direction for the Tribe occurring in 2007. The vision for the Tribe remains the same; however, the Tribe has purchased additional land and has put additional lands into Trust and heard the needs expressed by the Tribal Elders that warrants a thorough, comprehensive review of the Master Plan to adjust for the growth and plans of the Tribe. The Tribe acquired funding to revise the Master Plan the end of 2007. In February and April of 2008, a group of tribal program managers and leaders met with the Chief to discuss future use of the ICDBG and the correlations with the existing Master Plan and to begin the process of revising the Master Plan. There had been discussions among the Elders within the Tribe regarding the need for a clinic that would provide basic preventive health and wellness services for the Elders of the community. Other projects were discussed but this deemed to be the most pressing need by the Elders and the Tribal community. This would require a minor revision in the existing Twenty-year Master Plan currently undergoing a comprehensive revision.

The project for a Wellness Center was presented to the Elders Committee in April 2008. The group enthusiastically embraced the project and gave suggestions for needed preventative health services to be added in the building including and indoor and outdoor walking track.

This particular project for the ICDBG fiscal year 2008 funds will address the Elders need for a Wellness Center that will house a Registered Nurse, a Certified Health Professional, a Receptionist and part-time fitness trainers to assist the elders with fitness and nutrition programs for overall wellness and prevention programs as well as rehabilitation services.

The Twenty Year Master Plan of the Eastern Shawnee Tribe outlines the needed facilities and infrastructure to provide the Tribe's people with the services they need at this time and for future growth and development and is in the revision process with the addition of the Wellness Center added before completion of the final revision. The U.S. Army Corps of Engineers has furnished a comprehensive cost estimate for the Wellness Center project.

The goal of the Master Plan is to provide a 'way', a 'direction', a 'roadmap' for a quality of service, a quality of life and a means of stability and economic independence for the Tribe. The vision will provide a means for expanding, training, employing, managing, encouraging, empowering and preserving the identity and sovereignty of the Eastern Shawnee Tribe of Oklahoma.

“Where there is no vision, the people perish.”

Demographic Data Certification

June 3, 2008

Applicant: Eastern Shawnee Tribe

Project: Infrastructure – Wellness Center

The Eastern Shawnee Tribe certifies by acceptance of the submission of this project, that 70% of the project funds will be used to benefit low to moderate income people by limiting the clientele to elders within the Tribe and those eligible for services under programs that require income eligibility.

Certification of Compliance with Executive Orders

June 3, 2008

Applicant: Eastern Shawnee Tribe

Project: Infrastructure – Wellness Center

The Eastern Shawnee Tribe certifies compliance of Executive Orders 13202, 13279, and 13166 by acceptance of the submission of this project.

IV. Capacity of the Applicant: Rating Factor 1

CAPACITY OF THE APPLICANT: RATING FACTOR 1 (30 Points)

1. Managerial, Technical and Administrative Capability (15 Points)

1.a. Managerial and Technical Staff (8 Points)

██████████ Chief Accountant for the Eastern Shawnee Tribe will be responsible for implementing the financial and reporting requirements of the project. ██████████ has a BS in Management and served five years in the Navy working in accounting with project funds, budgets, and reporting. ██████████ office will be responsible for delegating other duties as needed and for maintaining files for the project. ██████████, Chief of Staff will be the designated manager for the ICDBG, ensuring that work progresses according to schedule, files are maintained and reports are filed in a timely manner. ██████████ has worked with the ICDBG projects for 3 years.

The EST will contract with the U.S. Army Corps of Engineers for technical assistance with the implementation and periodic inspections of the project and assistance in choosing a Design-Build firm. The EST will also contract with ██████████ for technical assistance on documenting progress and filing reports on the ICDBG. ██████████ has worked on the administration of eight recent ICDBG projects and has had nine years of experience administering construction projects under ICDBG, including technical assistance to other tribes on administering the projects.

The Eastern Shawnee Tribe's Environmental Department will update the Environmental assessment for the proposed project. The U.S. Army Corps of Engineers will oversee the technical aspects of the project. The Environmental Department is staffed by a very well qualified Director, ██████████. She will be responsible for ensuring the environmental assessment is complete and accurate. She will work with other staff members from her department who have all either had experience or training in conducting environmental assessments for acquisition of property and with working on HUD projects.

The Tribe uses MIP software for their accounting system. MIPs is designed specifically for non-profit, governmental accounting. The Tribe has had the system in place for over six years. The Accounting Department, under the direction of ██████████, Chief Accountant for the Eastern Shawnee Tribe, restructured the MIP database to meet the growing needs of the Tribe. MIP will track funding and expenses for projects at up to five levels. Reports can be pulled from the system to accommodate all federal reporting forms. ██████████ has been trained extensively in the use of the software and is familiar with various electronic accounting systems. She has established and set up systems for the US Navy as an Accountant and has set up accounts for the EST. She will ensure that the process established for filing reports for the ICDBG are done in a timely manner with accurate information and data. She will also ensure that payments are processed according to the Tribe's policies. The Tribe also employs four other accounting staff that

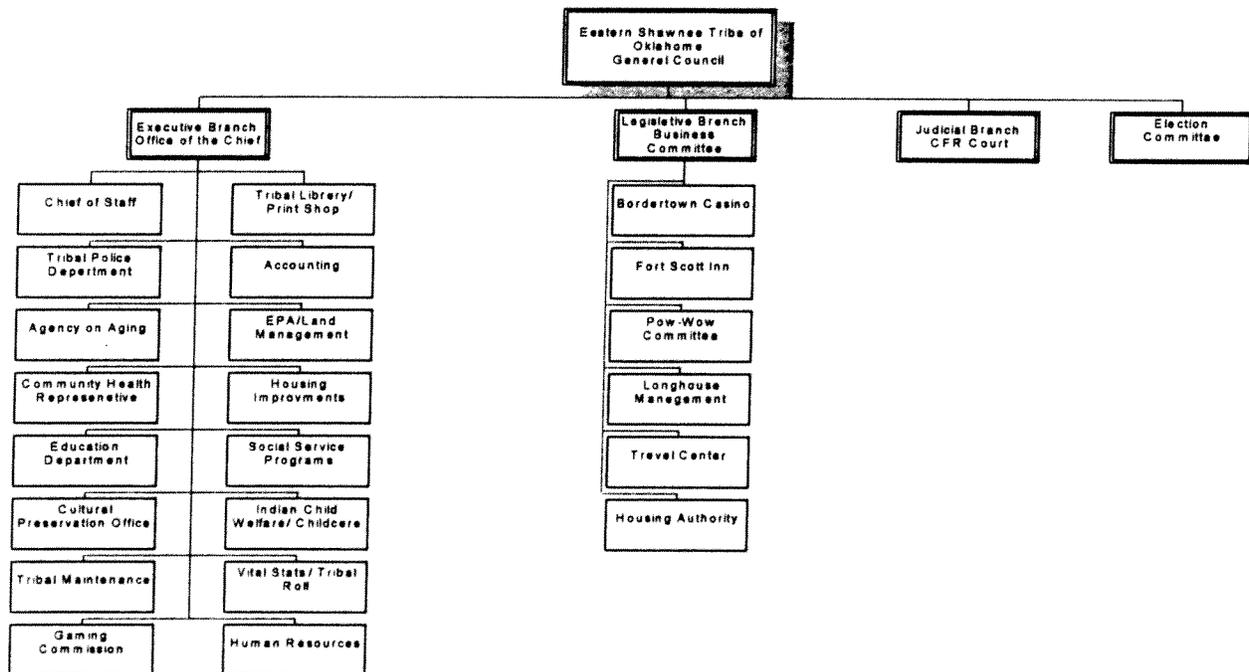
work on payroll and accounts payable. All staff have recently attended a customized training on the use of MIP and a week-long training session on the overall capabilities of MIP.

This is the fifth IDCDBG project the EST will administer in the past five years. The Tribe operates many services for tribal members using federal funds, and other resources available to the tribe.

The Tribe currently has three open ICDBG projects progressing in a timely manner with two expected to be completed before the award of this project. Two ICDBG projects have been successfully completed by the Tribe.

The staffing plan for the Eastern Shawnee Tribe of Oklahoma follows:

Eastern Tribe of Oklahoma Organizational Chart



1. b. Project Implementation Plan and Program Evaluation (3 points)

The Tribe will contract with the U.S. Army Corps of Engineers to administer the planning of the project and oversee the quality of construction of the roads and other infrastructure utilizing the design/build method. [REDACTED] and [REDACTED] will be the Project Managers and contact people. They will work through the U.S. Army Corps of Engineers to hire a design/build firm, and then coordinate with the Corps for payments to the design/build firm. A construction committee will be formed to work with the Chief, [REDACTED] and [REDACTED]. The Corps will assist the construction committee on the selection process for a design/build firm. The Corps of Engineers will periodically inspect the construction as it is being done and provide inspection reports to [REDACTED] and the Chief's office. The Corps will coordinate inspection reports with the General Contractor and with [REDACTED] or his designated representative.

Staff with the Eastern Shawnee Tribe have administered ICDBG projects using the services of the Corps of Engineers and found that the projects were administered according to HUD standards and within budget. When a timeline needed to be adjusted, the Corps was available to discuss and collaborate the rationale for the delay. The EST researched ICDBG projects and found that the projects yielded a better quality product than those not using the Corps. For these reasons, the Eastern Shawnee Tribe plans to continue to utilize the services provided under a contract with the Corps for this particular project. The Tribe has a Memorandum of Understanding with the U.S. Army Corps of Engineers that will be helpful to the Tribe in implementing their revised Master Plan.

The EST will also contract with [REDACTED] for technical assistance and to assist with record keeping and timely submission of reports. [REDACTED] as successfully administered and completed six ICDBG construction projects in the past. [REDACTED] worked with the EST for the past five years in developing and administering their ICDBG and will continue to work with the EST periodically, throughout the grant cycle.

[REDACTED] will provide reports to the Eastern Shawnee Tribe Business Committee/Chief, keeping them informed on the progress of the project. [REDACTED] will be responsible for submitting all reports and updates to the HUD office (see attached Outcomes/Work Plan Benchmarks and HUD 4125 Implementation Schedule) under the guidance and assistance of [REDACTED]. The tribe is currently administering ICDBGs for Social Services/AOA and Child Development buildings expected to be completed in 2008 and for an infrastructure project for roads and parking with an expected completion date the end of 2009.

**OUTCOME MEASURES FOR THE CONSTRUCTION OF
THE EASTERN SHAWNEE TRIBE OF OKLAHOMA
FAMILY AND CHILDREN'S SERVICES BUILDING**

Work Plan Benchmarks

<u>Task</u>	<u>Completion Date</u>	<u>Responsible Person(s)</u>
Contract w/Corps of Eng.	1/2009	Tribal Council/Corps of Eng.
Environmental Review Update	2/2009	Environmental Dept.
Advertise for Design/Build Firms	4/2009	Project Mgr/CoE
Interview Design/Build Firms	5/2009	Construction Committee/CoE
Plans 10%-15% Complete	6/2009	Construction Committee/AIE Firm
Negotiations w/DB Firm	8/2009	Construction Committee/CoE/DB Firm
Contract Signed	9/2009	Tribal Council/DB Firm
Final Plans Developed	11/2009	Construction Committee/AIE Firm
Year End Report	11/2009	Project Mgr/Rackliff/Samples
Construction 50% Completed	5/2010	CoE/DB Firm/Project Mgr/Inspector
Construction 100% Completed	10/2010	CoE/DB Firm/Project Mgr/Inspector
Year End Report	11/2010	Project Mgr/Rackliff/Samples
Closeout	12/2010	Project Mgr/Rackliff/Accounting

* When tasks are not completed within a timely manner, [REDACTED] office will notify the Corps of Engineers and proper steps will be taken to bring the project back into an acceptable time frame. If situations occur that cannot be resolved in a timely manner, [REDACTED] will notify HUD of the situation and submit a revised implementation schedule for approval through HUD.

** Quarterly financial reports will be filed by the end of the month following each quarter. EST Accounting Department will prepare the reports and [REDACTED] will ensure they are submitted in a timely manner. Backup and reports will be maintained in files within the responsible department. Financial 272 reports will be filed:

- 01/2009
- 04/2009
- 07/2009
- 10/2009
- 01/2010
- 04/2010
- 07/2010
- 10/2010

The EST will complete construction of approximately 5,428 square foot building that will house wellness, prevention, and rehabilitation services to Tribal Elders. Others that will benefit from the facilities include those in the Tribal complex that are eligible for other services provided by the Tribe such as child care subsidy, housing, energy assistance, WIC, etc. The project includes architectural services, engineering, construction, and landscaping necessary for the successful completion of the project. The Tribe has contributed \$ [REDACTED] towards the implementation of this project. The facility will ensure that clients have resources available to provide them with health checkups, blood pressure tests, diabetes tests, immunizations, developmental screenings, physical therapy, and prevention services with exercise equipment and nutrition training.

1. c. Financial Management (2 Points)

The Eastern Shawnee Tribe operates their accounting department using Generally Accepted Accounting Principles. The Accounting Department and program staff adhere to the regulations outlined by each federally funded or state funded program and manages accounting practices utilizing the regulations outlined in the applicable OMB Circulars. The Tribe uses the MIPS accounting system, a software program specifically designed for non-profit and/or governmental accounting procedures. New staff receive training in the operation of the computerized system. Accounting staff working for the Eastern Shawnee Tribe have degree's that are relevant to accounting practices and are educated and trained in standard accounting procedures directly related to the Tribe's finances.

The Tribe contracts with a private accounting firm to conduct annual audits to ensure compliance on the use of public/federal funds. The Tribe has adopted a set of Internal Control Policies and Purchase and Procurement Policies and address the Ethical Code of Conduct regulations in the Federal Register (see the steps for applying the Financial Management System).

Audits for the EST have been submitted in a timely manner and the current audit is underway at this time (see attached letter).

The proposed project will comply with and meet the requirements of 24CFR Part 85 and 24 CFR 1003.

Plan for Applying the Financial Management System

The project will be managed by the Business Manager of the Eastern Shawnee Tribe of Oklahoma.

1. A cost allocation system has been established to document the general operating expenses for each program within the various departments. This method will be used to establish the costs related to the management of the ICDBG.
2. Payments that will be made to contractors on the project will be verified by the Corps of Engineers and then sent to the Chief of Staff for approval for payment.
3. Checks are printed on a weekly basis.
4. Invoices are submitted to accounting for data entry.
5. The Chief of Staff signs off on the voucher for payment.
6. The voucher goes to the Chief for approval and signature.
7. The checks are then sent to the Chief and/or Tribal Council for two signatures.
8. The checks and vouchers are then returned to accounting and documented for the ESTO accounting files.
9. The checks are then printed by accounting and mailed to vendor for payment.
10. Files are established by vendors per fiscal year.
11. Reports for program directors are printed monthly for review.
12. Financial statements are prepared monthly by the controller to be submitted to the Tribal Council for approval.
13. An independent auditing firm audits the Tribe's financial records for each calendar year.

Jul 08 08 05:10p

John Ober

918-542-8165

p. 2

OBER & ASSOCIATES INC., PC

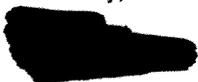
CERTIFIED PUBLIC ACCOUNTANTS
124 South Main
Miami, Oklahoma 74354
918-542-4401

July 8, 2008

To Whom It May Concern:

This letter is to verify that we are currently in process of auditing the Eastern Shawnee Tribe of Oklahoma for the year ending September 30, 2007. Our completion date is currently set for the end of July, 2008.

Sincerely,

A black rectangular redaction box covering the signature of John Ober.

John Ober
Certified Public Accountant

1. d. Procurement and Contract Management (2 Points)

The Tribe has an established policy on the Purchase and Procurement of goods and services that have been adopted by the tribe through a Tribal Resolution. The Tribe's policy follows the Federal OMB Circular mandates for procurement and addresses the Ethical Code of Conduct regulations in the Federal Register. For the purpose of the ICDBG-HUD project, the Tribe will follow the criteria established by the U.S. Department of Housing and Urban Development.

The Corps of Engineers will work closely with the Tribe to carry out the purchase and procurement procedures related to the design and construction of this project. The Tribe will develop and construct the infrastructure using the design/build method. The EST will follow the established procedures for purchase and procurement regarding bids, quotes, and Indian preference when awarding all contracts and making all purchases for the ICDBG project.

The proposed project will comply with and meet the requirements of 24CFR Part 85 and 24 CFR 1003.

Steps in choosing a design/build firm using the Corps of Engineers are listed below.

Steps in Choosing a Design/Build Firm

1. The CoE prepares an ad for the Tribe to place in the appropriate newspapers requesting proposals from D/B Firms for the project.
2. Qualifications are submitted to the CoE
3. The CoE schedules a meeting with the Construction Committee (made up of 3 to 7 members) to rate the proposals according to criteria established by the CoE
4. The CoE tallies the rating tabulations
5. The Construction Committee interviews the top scoring firm (if necessary, they also interview the 2nd highest scoring firm)
6. The D/B Firm with the highest score is chosen to work with the Construction Committee to develop a design of a building to 10%-15% completion
7. The D/B Firm submits a 10%-15% design with detailed specifications for materials and equipment and timelines
8. The CoE and the Project Manager negotiate construction costs with the D/B Firm
9. Prices are agreed upon and a contract approved and signed by the Council/Chief

Rating Factor 1: Capacity of the Applicant

Past Performance (15 points)

Sections 2. a. through e. (15 points)

The Eastern Shawnee Tribe has submitted required forms and reports in a timely manner as required by the guidelines established within the ICDBG. Audits are submitted as required. No open audit or monitoring findings.

V. Need/Extent of the Applicant: Rating Factor 2

NEED/EXTENT OF THE PROBLEM: RATING FACTOR 2 (16 Points)

1. Meets an Essential Community Need (4 Points)

The Community Development/Twenty-Year Masterplan of the Eastern Shawnee Tribe focuses on the progression of the Tribe as a self-sustaining government that appreciates and values the historic culture of the Eastern Shawnee people. The Twenty-Year Masterplan was developed as a road map in attaining the goal of self-sufficiency. The first stage in development of any worthwhile goal or project is to lay a strong foundation. This is evident throughout the Masterplan. Phase I is the development of infrastructure for the existing and proposed programs and structures of the Eastern Shawnee Tribe.

Part of Phase I of the Masterplan is completed and another component is currently being implemented through previous ICDBG projects for the water resources and roads and infrastructure. The Tribe is working collaboratively with various city, county, and state governments to establish a comprehensive sewer system. The Tribe works in conjunction with the relevant utility companies to establish services for electricity and gas. This water development phase of the Master Plan was completed in 2007. The roads and parking are expected to be completed in 2009.

Existing facilities include housing in the ESTO Housing Addition, the Housing Authority Offices, the Youth Building, and the Social Services Building. All of these facilities provide direct services for low to moderate income Native Americans. The Housing Authority homes and offices serve clients that are income eligible based on the federal guidelines. The Youth Building is located in the Housing Addition and provides after school and summer activities and services for youth living in the housing addition.

The current Social Services Building houses offices that provide services for child care assistance, Child and Family Protective Services, Community Health Services, Health and Social Services (includes assistance with glasses, dentures, pharmacy, etc.), energy assistance, and educational assistance, etc. This building is overcrowded. The overcrowding will be eliminated by the completion of the Family and Children's Services Building currently under construction. The current Child Care and Development Fund (CCDF) program is being administered out of the Social Services Building in a very limited amount of space. They are only able to provide for a subsidy program and have little room for counseling parents on the need for their children to have quality child care or providing resources and training for child care providers and parents. The FCS Building will provide space for the CCDF program to expand their services to include referrals to parents on quality child care programs and counseling on how to look for quality child care. It will also provide space for Resource Room that will house resource books, curriculum kits, children's books, and more that can be accessed by parents and child care providers both. The new building will also provide space for training of staff, parents, and child care providers and community meetings to ensure that families and children have access to the full range of services available to them to assist them with their child care and child development issues. Family and Children's Protective Services need a space to service clients in this department. Private entrances and exits to this

department are necessary to meet confidentiality guidelines as well as provide for protective safety of clients and staff. Additional offices and a behavior observation room will be included to serve clients in the Indian Child Welfare Department (ICW) who will also move into this building to share some of the resources and space for training and the room to interview children and parents. These services need to be separated from all other types of services because of confidentiality issues. Space will also be available for implementing programs to counsel mothers of young children on proper nutrition. The FCS building is currently under construction and is expected to be completed in 2008.

Phase IV of the Master Plan is currently under construction and includes a Community Services Building (AOA) that will house services for the Senior Citizen Nutrition Program. A kitchen will be constructed and meal service for the elderly tribal members will be administered out of this building. There will be a dining area to serve meals to Tribal elders and space for the Food Distribution Program to store and distribute food items. Nutrition classes on healthy eating habits, diabetes prevention methods, etc. will be held in this building. The Community Services Building (AOA) is currently under construction using previous ICDBG funds and is expected to be completed in 2008. This building will also be used to accommodate the growth of ESTO elderly social services programs. In 2005 and 2006 an elder crisis program was established as well as a burial policy for all tribal members and their spouses.

The roads and infrastructure to support the buildings that will house these programs is currently under construction and expected to be completed in 2009. The infrastructure will connect all of the social service buildings in the complex.

This particular project of a Wellness Center will deviate from the original Twenty-year Master Plan completed by the Tribe in 2003 but will be the first step in the revision process of the Plan. The final version of the Updated Master Plan is cited for completion in 2009. The Tribe recently purchased and put into Trust 100 acres of land that will be used for purposes to benefit the EST people. The Master Plan needs to be updated to include the improvements planned for the newly acquired Trust lands and other services identified as the Tribe has continued to grow and expand.

The Wellness Center will house a Registered Nurse, staffed by the Tribe who will be on duty to perform diabetes tests, blood pressure checks, immunizations, developmental screenings, and nutrition counseling. The Tribe will also staff the building with a receptionist, a CHR, and Fitness Trainers that can assist elders and others in income eligible programs with proper nutrition information, safe exercise programs, education and training programs in preventative health care practices that will serve as a preventative method for costly medical procedures in the future and allow the individuals to have a higher quality of life. All of those that are allowed free use of the Wellness Center will meet income eligibility and/or other guidelines as established by the programs housed in the complex such as the Elder Nutrition Program, WIC, CCDF, Housing (HUD), Food Distribution, etc. The Wellness Center will be the first step in updating the Master Plan and giving the Tribe a road-map to their vision for the future needs and productivity of tribal members.

2. Project Benefit (12 Points)

The Eastern Shawnee Tribe is currently serving many of the low and moderate income people through the Housing Authority, the after school program, WIC, the Child Care and Development Fund, Health and Social Services Department. The Family and Children's services Building will serve at least 85% of the current clientele with services that are based on the income guidelines based on the federal government's poverty guidelines (see the attached income guidelines and sliding fee scale from the EST Housing Authority and the Child Care and Development Fund Child Care Subsidy program). Other services will be provided under Indian Child Welfare (children without income); Family and Protective Services (need based services), the food distribution program and the Elder Nutrition Program. Those that are allowed use of the Wellness Center will meet income eligibility and/or other guidelines as established by the programs housed in the complex.

VI. Soundness of Approach: Rating Factor 3

SOUNDNESS OF APPROACH: RATING FACTOR 3 (36 Points)

1. Description and Rationale of Proposed Project (13 Points)

The Eastern Shawnee Tribe has been without space and provisions to provide services to its people. The Tribe envisions creating an infrastructure of services that will allow Tribal members to be self-sufficient and productive.

The Tribe's land base is described in detail in the Twenty-Year Masterplan. The Tribe has recently purchased more land and had more land put into Trust. The Tribe proposes to use its land base as a catalyst to create a viable system of sustainability for its members. Tribal administration had the foresight to move forward with a study to project the needs of the people and how those needs can be met. The Masterplan details how that process was developed and how the Tribe was able to prioritize the needs of the people. The Twenty-Year Masterplan provides a roadmap to self-sufficiency and progress of the Eastern Shawnee Tribe. The Master Plan is currently in the process of being updated as the needs of the Tribal members change and the Tribal structure develops and grows.

The current Masterplan includes six phases of development over a twenty-year time frame. The first phase includes laying the groundwork for infrastructure that will be needed for future growth and expansion. The infrastructure outlined in the plan includes:

- Gas
- Electric
- Water supply
- Wastewater disposal
- Roads
- Drives and parking

Part of Phase I, the infrastructure for a water tower, was completed in 2007. The Tribe works with the city, county and other governmental agencies to access gas and electric. They are currently negotiating with local and state governments to expand the wastewater disposal system to accommodate the Tribe's expansion as well as meet the needs of the communities surrounding the Tribal lands. Another portion of Phase I of the Twenty-year Master Plan, infrastructure to provide roads, drives, and parking to access the service agencies is also under construction and slated for completion in 2009.

Part of Phase IV, a Community Services (AOA) building is under construction through a previous ICDBG scheduled for completion in 2008. The Tribe will use other tribal funds for the implementation of Phase II of the Twenty-Year Masterplan. Phase III, the construction of a Family and Children's Services Building that will house services to income eligible and needy families and children. The building will have offices to provide services for CCDF, ICW, Child and Protective Family Services. The building will be designed to allow the highest level of confidentiality for services provided to family's and children, including a security system for entrance and a safe, warm and inviting interview room for families and young children. Phase III is also under

construction through a previous ICDBG and is expected to be completed in 2008 along with the AOA building.

The Tribal leaders know the importance of understanding the needs of the Tribal members and re-evaluating a long-term plan. In 2007, the Tribe recommended the Twenty-Year Master Plan be updated to reflect the growth of the Tribe regarding lands and the changing needs of the people. The formal version of the revision is planned to be completed the end of 2008. Community meetings were held to determine additional needs that were not covered in the original plan. One of the biggest needs that stood out was a place where Elders and at-risk populations could obtain basic health services and basic health related counseling and activities. The building was discussed and a proposal developed by Tribal managers and leaders and submitted to the Elder Committee in April 2008. The proposal was also discussed with the Tribe's Business Committee in May 2008. Both groups supported the amendment to the Tribe's original Master Plan. An overview was also posted in the Tribal headquarters and social services buildings for comment.

Cost savings methods for innovative design or construction will be explored by the engineers hired to design the project in conjunction with the Corps of Engineers and the EST Environmental Department.

2. Budget and Cost Estimates (8 Points)

The cost estimate for the construction of a Wellness Center was prepared by the U.S. Army Corps of Engineers (see attached). The cost of contracting with CoE will be 6% of the total cost of the grant award (\$48,000). The overall cost of construction is estimated at \$██████████. The Tribe is contributing \$██████████ as an in-kind contribution towards the project.

The Tribe will work with the Corps of Engineers and consultants for assistance in administering the ICDBG projects effectively and in a timely manner.

Again, cost savings methods for innovative design or construction will be explored by the engineers hired to design the project in conjunction with the Corps of Engineers and the EST Environmental Department.

**SUPPORT FOR OTHERS PROGRAM
GOVERNMENT ESTIMATE FOR DESIGN-BUILD 2008**

US ARMY CORPS OF ENGINEERS
1645 S. 101ST E AVENUE
TULSA, OK 74128-4629

DATE:

01-Jul-08

CUSTOMER: Eastern Shawnee Tribe of Oklahoma
PROJECT: Wellness Center
Name: Glenna Wallace, Chief
Address: P.O. Box 350
City: Seneca
State: Missouri
Zip: 64865
Phone: 918 666 2435

COST ESTIMATES				\$978,714.10
ITEM	U/M	QUANTITY	UNIT COST	COST
PRIMARY FACILITY				
Wellness Center	S/F	5.428	\$131.00	\$711,088.00
	L/S			\$0.00
SUPPORTING FACILITIES				
DEMOLITION	L/S	0	\$0.00	\$0.00
SIGNAGE	L/S	1	\$685.00	\$685.00
POWER	L/S	1	\$3,000.00	\$3,000.00
TELEPHONE	L/S	1	\$2,500.00	\$2,500.00
SIDEWALK 4'x4" CONC.	L/F	100	\$30.67	\$3,067.00
ROAD	S/F	0	\$13.50	\$0.00
PARKING	S/F	3004	\$10.33	\$31,031.32
FENCING	L/F	0		\$0.00
LANDSCAPING	L/S	1	\$300.00	\$300.00
GRADING	L/S	1	\$4,500.00	\$4,500.00
STORM DRAINAGE	L/S	0	\$5,000.00	\$0.00
WATER	L/S	1	\$1,000.00	\$1,000.00
SEWER	L/S	1	\$320.00	\$320.00
GAS	L/S	1	\$189.00	\$189.00
DIRECT CONST.COST				\$757,660.32
CONTRACTOR O/H				8.00% \$60,612.8
CONTINGENCY				7.00%
SUBTOTAL				\$60,612.83
PROFIT				5.00%
CONST.CONTRACTOR.COST				\$40,913.66
TOTAL CONST. COST				\$101,526.48
A/E DESIGN FEE				6.00%
A/E DIRECT COST				15.00%
A/E CONTINGENCY				20.00%
SUB TOTAL				\$51,551.21
CONTRACTOR O/H				25.00%
A/E CONSULTANTS FEE				10.00%
SUB TOTAL				\$12,887.90
A/E PROFIT				11.00%
TOTAL A/E COST				\$71,527.30
SUBCONTRACTOR (GIS)	ACRE	1		
TRIBAL ADMIN.COST				
AUDIT	L/S			\$0.00
TRIBAL TOTAL				\$0.00
USACE MANAGEMENT			based on 6% of the grant amount	\$48,000.00
TOTAL COSTS				\$978,714.10

Prepared BY: FDR
U.S. Army Corps of Engineers
Intergovernmental Support
Program Manager

**CORPS OF ENGINEERS
SERVICE AGREEMENT**

US ARMY CORPS OF ENGINEERS
1645 S. 101ST E. AVENUE
TULSA, OK 74128-4629

DATE 01-Jul-08

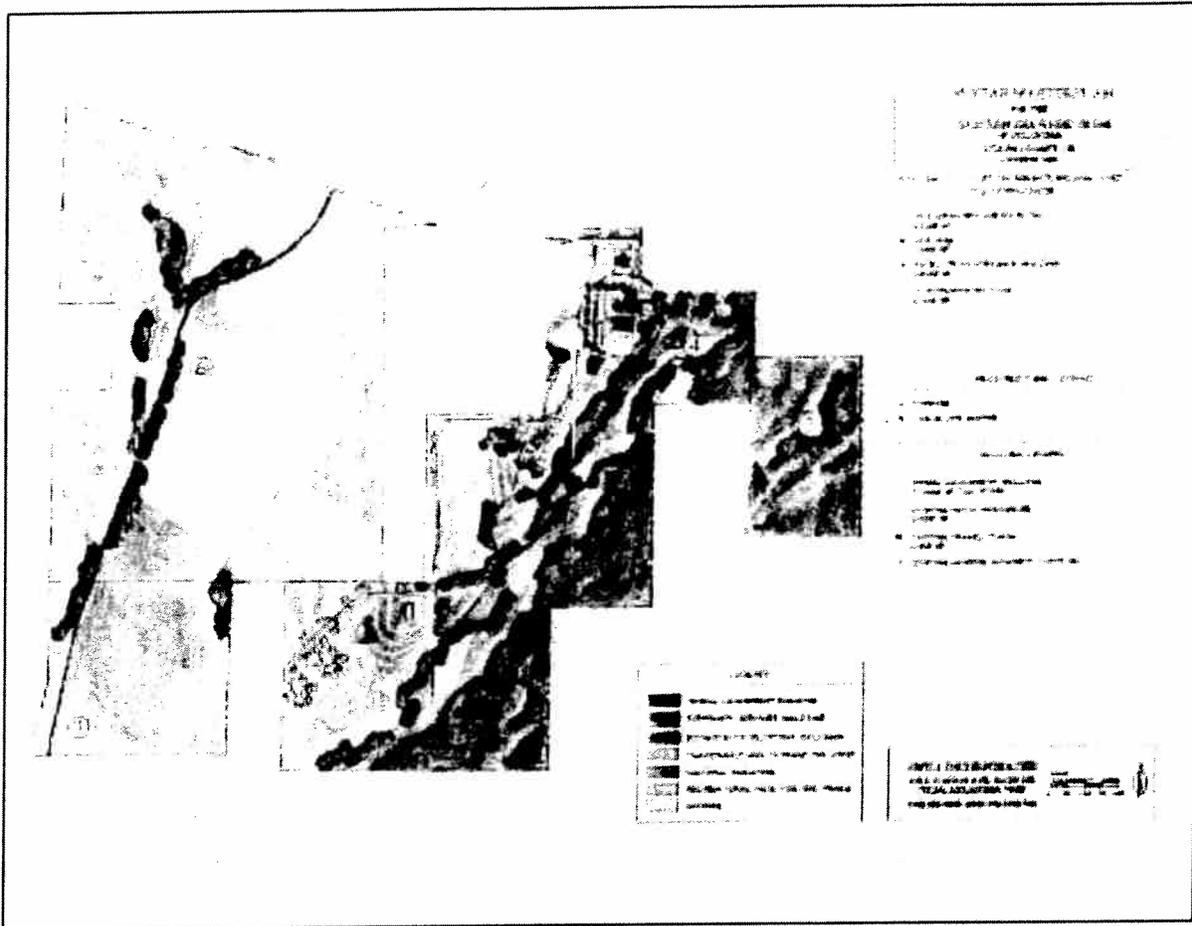
CUSTOMER: Eastern Shawnee Tribe of Oklahoma
PROJECT: Wellness Center
Coordinator: Glenna J. Wallace, Chief
Address: P.O. Box 350
City: Seneca
State: Missouri
Zip: 64865
Phone: 918 666 5151

TOTAL TRIP	QTY HOURS	SERVICE DESCRIPTION
0	6	PREPARE/ASSIST ADVERTISEMENT
2	20	ASSIST W/SELECTION OF D-B SERVICE
0	0	ADVISE CUSTOMER ON REG.
0	0	HTRW / NEPA REVIEW
3	16	DESIGN MEETING
0	0	CHARRETTE
1	16	ASSIST & REVIEW SOW
0	8	COST EST
0	16	ASSIST & REVIEW PROPOSAL
2	12	INTERVIEW RESPONDENTS
1	6	REVIEW CONTRACT DOCUMENTS
0	24	PRELIMINARY DESIGN REVIEW
0	24	FINAL DESIGN REVIEW
2	14	PRE-CONSTRUCTION ACTIVITIES
3	32	PROBLEM RESOLUTION
12	96	CONSTRUCTION INSPECTION
2	24	FINAL INSPECTION
4	60	PROJECT ENG.
4	40	PROJECT FACILITATOR
0	0	TDY
0	40	ADMIN

36 462

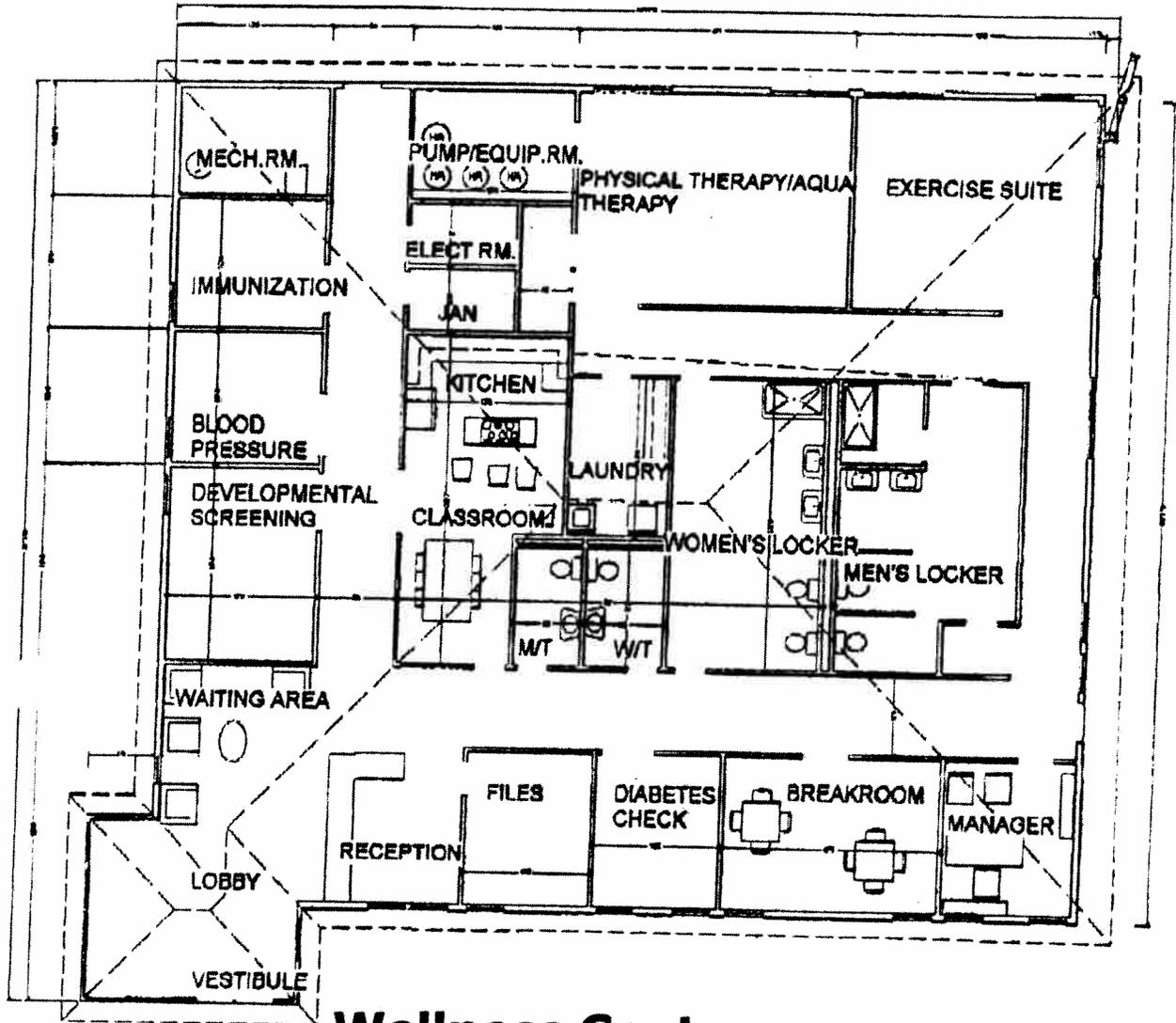
These hours will be used over the estimated two-year life of this project
THIS SUPPORT AGREEMENT INCLUDES ALL THE SERVICES REQUESTED AND
AGREED TO BY THE CUSTOMER'S PROJECT COORDINATOR FOR THE TOTAL OF
\$48,000 00 TO BE PAID FOR BY THE CUSTOMER AS OUT-LINED IN THE SUPPORT
AGREEMENT AND THE SCOPE OF WORK.

Intergovernmental Support
U.S. Corps of Engineers

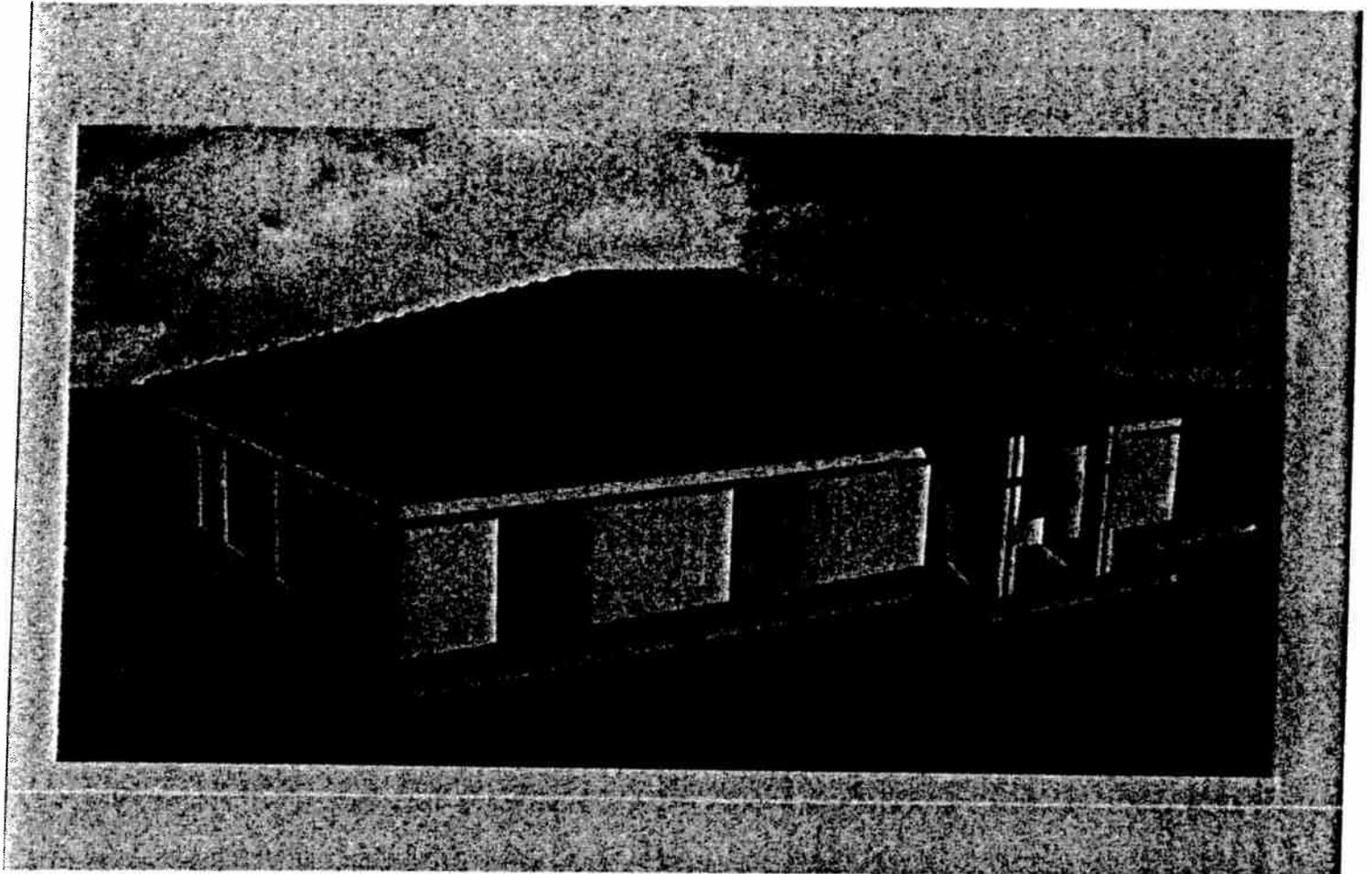


The area designated for the Wellness Center. The Wellness Center will be located within close proximity to the Social Services Buildings.





**Wellness Center
Eastern Shawnee Tribe of Oklahoma
2008**



**Wellness Center
Eastern Shawnee Tribe of Oklahoma
2008**

3. HUD Policy Priorities (1 Point)

The project addresses the HUD Policy Priority number three for “Improving our Nation’s Communities” by providing a means to “Strengthen the Tribal Community” of the Eastern Shawnee Tribe of Indians. Through this project, the Tribe will:

- Improve economic conditions in distressed communities
- Make communities more livable

The Eastern Shawnee Tribe will provide preventative health and nutrition services to Elders within the Tribe and other at-risk Native Americans and the surrounding community through the construction and implementation of the Wellness Center.

All of the facilities and infrastructure constructed by the Tribe have accessible design features. This particular project will meet all of the accessible design features needed to meet the requirements.

4. Intent to Meet Section 3 Requirements (2 Points)

This particular project focuses on the construction of a Wellness Center that will provide screenings and education for at-risk clients on diabetes, exercise, blood pressure, diet, and more. The design of the facility will house a media/education area on preventative health care.

Job opportunities that become available within the departments will be advertised to clients utilizing the services.

5. Commitment to Sustain Activities (12 Points)

The Eastern Shawnee Tribe adopted an operation and maintenance plan which includes plans for regular maintenance and insurance for all of the buildings and infrastructure constructed through ICDBG and/or owned by the Tribe. The Tribe is contributing to the operation and maintenance of the proposed project and will sustain the regular maintenance of the Wellness Center as stated in the Tribal Resolution dated June 7, 2008 (see attached). Maintenance, operation and security costs are expected to be approximately \$30,000 per year (see attached cost breakout).



**EASTERN SHAWNEE TRIBE
OF OKLAHOMA**

P.O. Box 350 · Seneca, MO 64866 · (918) 886-2435 · FAX (918) 666-2186

RESOLUTION NUMBER 070708-R-03

**RESOLUTION AUTHORIZING THE ADOPTION OF THE
OPERATION AND MAINTENANCE PLAN AND ANNUAL
FUNDING TO MAINTAIN**

- WHEREAS, The Eastern Shawnee Tribal Council is a federally recognized Indian Tribe organized under the Oklahoma Indian Child Welfare Act of 1936, with a Constitution approved by the Secretary of the Interior, April 4, 1994 and Amended March 2, 1999; and
- WHEREAS, the Constitution of the Eastern Shawnee Tribe of Oklahoma, Article IX, Section 1, empowers the Business Committee to protect and preserve the interests of the Tribe; and
- WHEREAS, the Eastern Shawnee Tribe of Oklahoma is committed to protecting and preserving the interests of the tribal membership; and
- WHEREAS, the Eastern Shawnee Tribe of Oklahoma is committed to the concept of Indian Tribes functioning as sovereign governments; and
- WHEREAS, The Eastern Shawnee Tribe is submitting an application of the US Department of Housing and Urban Development (HUD), Indian Community Development Block Grant (ICDBG) for construction of a Wellness Center; and,
- WHEREAS, The Eastern Shawnee Tribe does authorize the Chief to adopt the plan for the operation and maintenance of the Wellness Center and makes available \$30,000 per year for the operation and maintenance.

NOW THEREFORE BE IT RESOLVED, that the Business Committee of the Eastern Shawnee Tribe of Indians does hereby authorize the Chief to commit funds for operation and maintenance to this project and to adopt the plan for operation and maintenance.

CERTIFICATION

The foregoing Resolution NUMBER 070708-R- 23 was adopted at a duly called regular meeting of the Business Committee of the Eastern Shawnee Tribe of Oklahoma conducted on July 7, 2008. A quorum was present at said meeting with the vote reflecting, 5 FOR 0 AGAINST 0 ABSTAINING and 0 ABSENT.

Motion Carried


Shawna Pickup
Secretary


Jack Ross
Second Chief

EXECUTIVE BRANCH

Vetoed: YES _____ NO Date: 7/8/08 Time: 10:02 JB


Glenna J. Wallace
Chief

Maintenance and Operations Cost Summary

The Eastern Shawnee Tribe will operate the Wellness Center by staffing it with an RN (currently on staff), receptionist and other needed personnel. The Tribe commits funds for operation and maintenance of the Center as indicated in the Resolution. These costs are **not** included in the HUD funds request as they are incurred after the project is completed. The following annual costs associated with the maintenance and operation budget are as follows:

Contracted Maintenance	\$5,000.00
Utilities	\$14,000.00
Repair and Maintenance	\$4,000.00
Insurance	\$4,000.00
Miscellaneous	<u>\$3,000.00</u>
TOTAL	\$30,000.00

Total annual maintenance and operation costs and tribal commitment is estimated at \$30,000.

VIII. Leveraging Resources: Rating Factor 4

LEVERAGING RESOURCES: RATING FACTOR 4 (8 Points)

The Eastern Shawnee Tribe of Oklahoma values the services that their people can access. For this reason, they have committed funding towards the Wellness Center. Funding of \$ [REDACTED] has been committed to assist with this project. See Tribal Resolution dated June 7, 2008 (attached).

The total cost of the project is expected to be \$ [REDACTED] Construction, Architectural fees, and Corps of Engineers contract is expected to cost \$ [REDACTED] The Tribe is donating land for the construction and \$ [REDACTED] to ensure the Elders have the resources needed for healthier and more productive lives.



EASTERN SHAWNEE TRIBE OF OKLAHOMA

P.O. Box 350 · Seneca, MO 64865 · (918) 666-2435 · FAX (918) 666-2188

RESOLUTION NUMBER 070708-R- 22

RESOLUTION AUTHORIZING THE COMMITMENT OF FUNDS AS AN IN-KIND CONTRIBUTION FOR THE INDIAN COMMUNITY DEVELOPMENT BLOCK GRANT

- WHEREAS, The Eastern Shawnee Tribal Council is a federally recognized Indian Tribe organized under the Oklahoma Indian Child Welfare Act of 1936, with a Constitution approved by the Secretary of the Interior, April 4, 1994 and Amended March 2, 1999; and
- WHEREAS, the Constitution of the Eastern Shawnee Tribe of Oklahoma, Article IX, Section 1, empowers the Business Committee to protect and preserve the interests of the Tribe; and
- WHEREAS, the Eastern Shawnee Tribe of Oklahoma is committed to protecting and preserving the interests of the tribal membership; and
- WHEREAS, the Eastern Shawnee Tribe of Oklahoma is committed to the concept of Indian Tribes functioning as sovereign governments; and
- WHEREAS, The Eastern Shawnee Tribe is submitting an application of the US Department of Housing and Urban Development (HUD), Indian Community Development Block Grant (ICDBG) for construction of a Wellness Center; and,
- WHEREAS, The Eastern Shawnee Tribe does authorize the Chief to commit \$270,000 as an in-kind contribution to the construction of a Wellness Center.
- NOW THEREFORE BE IT RESOLVED, that the Business Committee of the Eastern Shawnee Tribe of Indians does hereby authorize the Chief to commit \$270,000 to this project.

CERTIFICATION

The foregoing Resolution NUMBER 070708-R-12 was adopted at a duly called regular meeting of the Business Committee of the Eastern Shawnee Tribe of Oklahoma conducted on July 7, 2008. A quorum was present at said meeting with the vote reflecting, 5 FOR 2 AGAINST 2 ABSTAINING and 2 ABSENT.

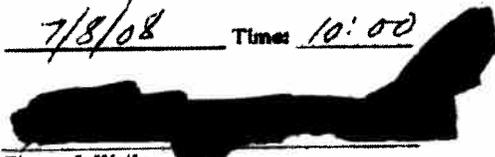
Motion Carried


Shawna Pickup
Secretary


Jack Ross
Second Chief

EXECUTIVE BRANCH

Voted: YES _____ NO ✓ Date: 7/8/08 Time: 10:00


Glenn J. Wallace
Chief

IX. Comprehensiveness & Coordination: Rating Factor 5

COMPREHENSIVENESS & COORDINATION: RATING FACTOR 5 (10 Points)

1. Coordination with Other Agencies or Tribal Departments (2 Points)

The Twenty-Year Masterplan (Community Development Plan) for the Eastern Shawnee Tribe is available at the Eastern Shawnee Tribal Headquarters. The plan was presented to Tribal members at various stages of the development and included participation and input by many Tribal representatives. The plan was published in 2003 and includes economic development and self-sustaining activities for the Tribe.

The Twenty-Year Masterplan details the scope of work that was determined through various meetings with a variety of staff members, administration, and tribal members over a period of time. It is very comprehensive, outlining a plan for the Tribe to grow and succeed with multiple projects conducted over a period of time and coordinating services, ideas, and recommendations from tribal members and other tribal agencies. Community partners were involved in some levels of the Twenty-Year Master Plan that involved the collaboration of infrastructure for the property.

Meetings are currently underway for the revision of the Master Plan.

A part of Phase III and Phase IV were undertaken with previous ICDBG projects.

The Eastern Shawnee Tribe worked with the Rural Water District #5 on four separate projects in the past:

- 1) Travel center
- 2) Social service center
- 3) Housing for the housing addition
- 4) Establishing a water tower system on the tribal lands

The Tribe is currently working with state, county, and city officials on the implementation of another section of Phase I of the Masterplan, a wastewater treatment facility. As with the water resources, the community does not have the capacity to sustain the development proposed by the Tribe. The Tribe is working to cost share the needed upgrades with the states, counties and city governments that will also benefit from the future development of the Tribe.

The Elders of the Tribe had expressed their concerns regarding a Wellness Center that could provide them with the necessary resources to develop a healthier lifestyle. The plan was developed and taken to the Elder Committee and then to the Business Committee for approval.

2. Measurable Outcomes (8 Points)

The completion of construction of the Wellness Center will provide Tribal members with the opportunity to access preventative health services and training that will benefit their particular needs.

Success will be measured by the completed construction project when it is completed and operational (see Logic Model).



Twenty-Year Masterplan Vision
for the

Eastern Shawnee Tribe
of Oklahoma



Program & Conceptual Design Manual
20 August 2003

EWC Incorporated
ARCHITECTS