



**PASCUA YAQUI TRIBE GAMING REVENUE
SHARING FUNDS
POLICIES AND PROCEDURES**

PYT 12% FUNDING
APPLICATION FOR
FUNDING

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Rev. February 23, 2022

I. STATEMENT OF PURPOSE

To ensure compliance with the Pascua Yaqui Tribe – State of Arizona Gaming Compact.

II. STANDARDS

Agencies who wish to receive 12% funding shall apply to the Pascua Yaqui Tribe Gaming Revenue Sharing Funds Program (GRSFP) on a form specified by the Treasurer's Office.

III. PROCEDURES

(A) APPLYING

(1) Each applicant shall provide the GRSFP with:

(a) The following information:

- (i) Date of Application;
- (ii) Name of Applicant;
- (iii) Work Phone Number;
- (iv) Cell Number;
- (v) Mailing Address of Program/Project Applying;
- (vi) Email Address;
- (vii) Project or Program Type;
- (viii) Non-Profit Status (Active/Inactive);
- (ix) Amount Requesting;
- (x) Exact name that the check should be made out;
- (xi) Mailing Address for check distribution;
- (xii) Has Program/Project previously received funding from PY GRSFP?;
- (xiii) Population Served by the Program/Project;
- (xiv) Program Goals;
- (xv) Results Measured;

- (xvi) Indicators of Success;
- (xvii) Current Source of Funding;
- (xviii) Approached other Tribes for Funding;
- (xix) Programmatic Area:
 - a. Education;
 - b. Transportation;
 - c. Health Care;
 - d. Recreation;
 - e. Public Safety;
 - f. Economic Development;
 - g. Social Services;
 - h. Cultural, Historical, and/or Environmental Protection and restoration;
- (xx) Name of City, Town, County, or Non-Profit;
- (xx) Applicant Check List

(2) A description of the project or program by answering the following questions:

- (i) What is the purpose of the program/project?
- (ii) What is the problem or issue being addressed?
- (iii) What is the target population?
- (iv) What are the goals?
- (v) How will results be measured?
- (vi) What are indicators of success for the program/project?
- (vii) What impact will potential funding have on the program/project?
- (viii) Is this a new or continuing initiative?
- (ix) What are the other current sources of funding?
- (x) Will any part of the Project be contracted out? If so, will there be a competitive bidding process?
- (xi) What is the Project time frame?

- (3) The following information/documentation must also be included:
 - (i) Cover Letter from Senior Elected Official, or if no elected official, from Senior Officer or Executive of requesting agency;
 - (ii) Supporting Letter from the Governing Body (city, town, county);
 - (iii) A Detailed Budget;
- (4) The following optional items may be included with the application:
 - (i) Letters of Support;
 - (ii) Photographs;
 - (iii) Multimedia

REPORTING

- (A) All GRSFP awardees are required to provide a report to Tribal Council within one year from the funding date. Awardee reports must be conducted in person, virtual or by written submission to the Treasurer Office.
 - (1) All reports shall include the following:
 - (a) Review of items in the synopsis;
 - (b) Quantitative and qualitative data;
 - (c) Initial projected budget;
 - (d) Detailed expenditure report;
 - (e) Relevant pictures, press releases, articles, software, and any other noteworthy media products where the project appeared.
 - (2) The in person/virtual presentation shall be scheduled through the Treasurer Office.
 - (3) Upon review, the Tribal Council will determine whether future applications are acceptable, and the entity is eligible for funding in the next funding cycle. The Tribal Council will issue eligibility letters to the applicants.
 - (4) If an applicant fails to complete the reporting process Tribal Council has the discretion to deny future requests.
- (B) Pursuant to the Compact, the Tribe shall submit to the State Gaming Agency reports indicating the amounts paid under Section 12(d). This report will be compiled and submitted by the Office of the Attorney General.
 - (1) The due dates for these reports are as follows:
 - (a) 1st Quarter (October-December): January 25th
 - (b) 2nd Quarter (January – March): April 25th

- (c) 3rd Quarter (April-June): July 25th
- (d) 4th Quarter (July – September): October 25th

(C) **PURSUANT TO THE COMPACT, THE TRIBE IS IN COMPLIANCE IF 12% FUNDS ARE DISBURSED WITHIN THE FISCAL YEAR – BY SEPTEMBER 30TH.**

FUNDING CYCLES:

- (A) The Tribe shall distribute the 12% funds bi-annually. Applications not funded for the first cycle will be automatically rolled over to the next funding cycle within the same calendar year. **ONLY ONE APPLICATION PER YEAR IS PERMITTED.**
- (B) Award letters will be issued within 30 days of Tribal Council consideration.
- (C) Decision letters for applicants not funded will be issued in a timely manner.
- (D) The deadlines for applications are as follows:
 - (1) Deadline for application for 1st Distribution: Last Day of February
 - (2) Deadline for application for 2nd Distribution: Last Day of September

RESTRICTIONS:

- (A) Agencies will only be funded once during a calendar year from 12% funds.
- (B) The Tribal Council reserves the right to partially fund agency requests, and in some cases, it may be necessary to fund an agency over two separate cycles within the same year.
- (C) Members of Tribal Council have authority to solicit specific applications, however, the applicants must meet the eligibility requirements. Should the applicant fail to complete the GRSFP application requirements, the application will be deemed voided and therefore denied.
- (D) Tribal Council reserves the right to allow, accept, and/or consider all entities for funding.