

TO APPROVE THE FUNDS AND BUDGET FOR AN ADDITIONAL SIXTH YEAR OF A PLANNED FIVE YEAR GRANT FOR THE CHAHTA INCHUKKA TRIBAL HOME VISITING PROGRAM

IN THE TRIBAL COUNCIL OF THE CHOCTAW NATION

RONALD PERRY INTRODUCED THE FOLLOWING COUNCIL BILL

A COUNCIL BILL

TO APPROVE the funds and budget from the United States Department of Health and Human Services, Indian Health Services, for an addition Sixth Year of a planned Five year Chahta Inchukka Tribal Home Visiting Program.

WHEREAS, the Tribal Council approved application to Chahta Inchukka Tribal Home Visiting Program (the "Grant") in CB-65-16, approved the funds and budget for Year One the Grant in CB-17-17, the funds and budget for Year Two Continuation of the Grant in CB-24-18, the funds and budget for Year Three Continuation of the Grant in CB-141-18 and in CB-25-19 (duplicate council bill), the funds and budget for Year Four Continuation of the Grant in CB-08-20, and the funds and budget for Year Five Continuation of the Grant in CB-99-20;

WHEREAS, the Choctaw Nation (the "Nation") has been awarded a grant by the Department of Health and Human Services (HHS), Administration for Children and Families (ACF) for and additional Sixth Year of the planned Five Year Grant, the Chahta Inchukka Tribal Home Visiting Program, for budget period September 30, 2020 through September 29, 2022, in the amount of \$625,000, to respond to the diverse needs of at-risk children and families in and provide opportunities to improve health and development outcomes. See Exhibit A;

WHEREAS, the federal budget for the additional year of the Grant is \$625,000 with no required match;

WHEREAS, funds provide high quality evidence-based home visiting services to promote improvements in maternal and prenatal, infant, and child health, reduce child maltreatment, improve parenting practices related to child development, improve family socio-economic status, and reduce incidence of injuries, crime, and domestic violence.

THEREFORE BE IT ENACTED by the Tribal Council of the Choctaw Nation of Oklahoma that this Bill be cited as approval to accept Six Hundred Twenty-Five Thousand Dollars 00/100 (\$625,000.00) from the Department of Health and Human Services, Indian Health Services for the additional Sixth Year of the planned Five Year Grant for the Chahta Inchukka Tribal Home Visiting Program for budget period September 30, 2020 through September 29, 2022.

CERTIFICATION

I, the undersigned, as speaker of the Tribal Council of the Choctaw Nation of Oklahoma, do hereby certify that the Tribal Council is composed of twelve (12) seats. Eight (8) members must be present to constitute a quorum. I further certify that twelve (12) members answered roll call and that a quorum was present at the Regular Session of the Tribal Council at Tuskahoma, Oklahoma on December 11, 2021. I further certify that the foregoing Council Bill CB- 56 -22 was adopted at such meeting by the affirmative vote of twelve (12) members, zero (0) negative votes, and zero (0) abstaining.

Ronald Perry, Secretary
Choctaw Nation Tribal Council

Thomas Williston, Speaker
Choctaw Nation Tribal Council

Gary Patton, Chief
Choctaw Nation of Oklahoma

Date 12-14-21

**TO APPROVE THE FUNDS AND BUDGET FOR YEAR SIX OF FIVEFIVE FOR THE CHAHTA INCHUKKA
TRIBAL HOME VISITING PROGRAM**

Exhibit A – Chahta Inchukka Year 6 Budget

**Choctaw Nation TMIECHV - IEG 90TH0035
Chahta Inchukka - Detailed Line Item Budget
Year 6 - September 30, 2021 through September 29, 2022**

The following is a line-item detailed budget for each budget object class category identified on the SF-424A, including estimation methods, quantities, unit costs, and other detail sufficient for the calculation to be duplicated.		
Object Class Category	Line Item and Calculation:	Year 6 Budget
Personnel:	3.5% Increase	
	Executive Director & Sr. Director	\$0
	Director (1.0 fte)	\$71,746
	4 Home Visiting Specialists	\$184,560
	Personnel Total:	\$256,306
Fringe Benefits:	Personnel Total of \$256,306 x .30	
	Fringe Benefits Total:	\$76,892
Travel:	Required Events	
	Annual TMIECHV Federal Grantees Meeting (Director & 2 Additional Staff @ full Cost and 1/2 Cost on Lead Evaluator) Flights \$550 x 3.5 staff (\$1,925) , Hotel \$256 x 3 nights x 3.5 staff (\$2,688), Per Diem \$76/day x 4 days x 3.5 people (\$1,064), Airport Parking \$15 Day x 4 days (\$60), Luggage Fees \$30 2x trip per person (\$210), Shuttle/Taxi from Airport to Hotel \$17/person x 2 trips (\$119)	\$6,066
	Regional TMIECHV Federal Grantees Meeting (Director & 2 Additional Staff @ full Cost and 1/2 Cost on Lead Evaluator) Flights \$550 x 3.5 staff (\$1,925) , Hotel \$256 x 3 nights x 3.5 staff (\$2,688), Per Diem \$76/day x 4 days x 3.5 people (\$1,064), Airport Parking \$15 Day x 4 days (\$60), Luggage Fees \$30 2x per person (\$210), Shuttle/Taxi from Airport to Hotel \$17/person x 2 trips (\$119)	\$6,066
	MUSE TMIECHV Federal Grantees Meeting (Director, Evaluator & 1 Additional Staff @ full Cost) Flights \$550 x 3 staff (\$1,650) , Hotel \$195 x 2 nights x 3 staff (\$1,170), Per Diem \$76/day x 3 days x 3 staff (\$684), Airport Parking \$15 Day x 3 days (\$45), Luggage Fees \$30 2x per staff (\$180), Shuttle/Taxi from Airport to Hotel \$17/person x 2 trips (\$102)	\$3,831
	Parent as Teachers Annual Conference Baltimore (Director and 4 Staff) Flights \$400 x 5 staff (\$2,000), Hotel \$257.00 nights x 4 nights x 5 staff (\$5,140), Per Diem \$71/day x 5 days x 5 staff (\$1,775), Airport Parking \$15 day x 5 days (\$75), Airport Taxi or Shuttle \$17 One Way x 2 trips x 5 staff (\$170), and luggage fee \$60 per staff x 5 staff (\$300)	\$9,460
	Travel for 3 staff to conduct participant outreach and recruitment at five day Labor Day event: three cabins @ \$89/night x 4 nights x 3 staff (\$1068), Per Diem for staff while onsite @ \$55/day x 3 staff x 4 days (\$660)	\$1,728
	Federal, State or Regional Professional Development Conference (5 staff) Hotel \$97/night x 2 nights x 5 staff (\$970), Per Diem \$51/day x 3 days x 5 staff (\$765)	\$1,735
	Travel Total:	\$28,886
Equipment:		
	Equipment Total:	\$0

**TO APPROVE THE FUNDS AND BUDGET FOR YEAR SIX OF FIVEFIVE FOR THE CHAHTA INCHUKKA
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Supplies:		
	Educational/Training supplies for evidence-based curriculum (Examples: Manual Breast Pumps for Breastfeeding Education, Home Safety Kits for Presentation of Home Safety Materials, Journals for Goal Setting, Information Pamphlets for Back to Sleep, Fire Extinguishers, Smoke Detectors, Immunizations reminders or magnets, well-child trackers, and Car Seat Safety, etc.)	\$3,600
	Educational/Training supplies for monthly group meetings/enhancement of client services (Examples: craft paper, bubbles, crayons, washable paints, wooden clothes pins, feathers, paper plates, stacking cups, shape sorters, blocks, books, puzzles, bubbles, cotton balls, markers, books, small toys for child manipulation during meeting, glue, scissors, pipe cleaners, craft supplies, etc.)	\$2,654
	Office Supplies \$450 x 12 months (Copy paper, envelopes, toner, pens, notebooks and notepads, cardstock, calendars, labels, staples, paper clips, scissors, highlighters, markers, file folders, classification folders, binders, calculators, clip boards, tape, white out, flash drives, storage containers, SD cards, tissue, and cleaning supplies for office space, etc.)	\$5,400
	Postage for Mailing Materials and Postage Stamps	\$550
	Supplies Total:	\$12,204
Contractual:		
		\$0

Other:		
	Consulting services for evaluation and planning assistance with IKBI Information Solutions @ \$100/hour x 450 hours	\$45,000
	Cell phones for 5 staff @ \$55/month x 12 months	\$3,300
	Internet Sprint Cards for 5 staff @ \$45/month x 12 months	\$2,700
	Laptops and/or desktop computers and hard drives as needed for staff	\$100
	Required Affiliate TA Consulting Fee for PAT Web Data Curriculum/Tracking System	\$2,000
	Professional Development for Home Visitation Staff (Rooms Fees, Speaker Fees, Refreshments, etc.) (\$1,000), Registration Fees: Parents As Teachers Annual Conference \$575 x 5 Staff (\$2,875), Federal, State or Regional Conference \$250 x 5 staff (\$1,250).	\$5,125
	Monthly Group Meetings @ \$350/meeting x 12/year (\$4,200) and Leadership Team Meetings/training @ \$275/quarter (\$1,100) (Beverages, finger food, refreshments, and snacks, plates, bowls, cups, utensils, napkins, etc.)	\$5,300
	Group meeting - rental space for group meeting	\$200
	Storage Rental for Promotional Items, Client Incentives, Educational Supplies, and Equipment	\$1,200
	Parents As Teachers (PAT) Curriculum Recertification Fees \$200 x 5 (\$1,000) Direct Staff	\$1,000
	Evidence Based Curriculum and/or Assessments for Implementation of Home Visitation Program	\$500
	Vehicles leases for home visitation, supervision and training purposes \$458 month (lease and insurance) x 2 vehicles leases x 12 months (\$10,992)	\$10,992
	Vehicles - Gas and Oil, to allow for staff travel to conduct home visitation and training purposes includes Voyager fuel at \$200 x 6 vehicles x 12 months (\$14,400), Vehicle Maintenance \$50/ea x 4 oil changes x 6 vehicles per year (\$1,200)	\$15,600
	Equipment - Parts, Supplies & Other: \$250 per vehicle x 6 vehicles for tire rotations and general maintenance	\$1,500
	Vehicle - Parts, Supplies & Other: Pikepass @ \$25/month x 6 vehicles x 12 months	\$1,800
	Insurance for home visitation vehicles, supervision and training purposes. Four of these vehicles were previously leased by the program and have aged out so they no longer carry a monthly lease amount. These vehicles are used by program staff to conduct daily program activities, \$50/month x 6 vehicles x 12 months (\$3,600)	\$3,600

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Labor Day recruitment outreach at information booth : two \$200 parenting sets to be given away (\$400) (Examples: pacifiers, bottles, wipes, bibs, baby manicure sets, diapers, wash tubs, baby monitor, thermometers, blankets, crib sheets, baby attire, baby shoes, socks, bathing wash & lotion, baby carrying harness, developmental toys, car seat, high chair-booster seat, etc.)	\$400
Outreach Items and materials for recruitment and advertising of program including: (digital campaign, brochure, banners, business cards, notebooks, toddler backpacks, diapers bags, totes, manicure sets, lip balm, first aid kits, towels, pens, pencils, cups/mugs, bowls, stress balls, t-shirts, fans, key chains, bracelets, tooth brushes, beach items for summer activities (beach balls, fans, sand toys) for distribution at community events that may include but not limited to health fairs, community outreach recruitment events, Labor Day, etc.	\$6,000
Annual merit incentives 5 @ \$644	\$3,220
Client fuel vouchers: 600 fuel vouchers valued at \$15 per voucher for medical and educational transportation	\$9,000
Parent/child incentives: Incentives are based on a point system with Home Visits worth 5 Points and group meetings worth 10 Points. Chahta Inchukka at maximal capacity is 68 families with a potential of each family earning 120 Points annually for Home Visitation (\$8,160). Chahta Inchukka has on average of 8 clients per group meeting @ 12 meetings annually which will allow for the potential of 1440 points (\$1,440). Each earned point will be valued at \$1 in Incentive Merit Award. Incentive list of items will be kept in each client record for audit purposes and to show what item was received by the participant (\$9,600) Total. Only 80% of total value budgeted to adjust for incomplete home visits.	\$7,680
Other Total:	\$126,217

Total Direct Costs	\$500,505
Indirect: Direct costs of \$436,825 x .2850	\$124,495
TOTAL YEAR SIX COSTS	\$625,000

**TO APPROVE THE FUNDS AND BUDGET FOR YEAR SIX OF FIVE FOR THE CHAHTA INCHUKKA
TRIBAL HOME VISITING PROGRAM**

Purpose/Need of Council Bill: Funds for Chahta Inchukka provide high quality evidence-based home visiting services to promote improvements in maternal and prenatal, infant, and child health, reduce child maltreatment, improve parenting practices related to child development, improve family socio-economic status, and reduce incidence of injuries, crime, and domestic violence

Title of Council Bill: TO APPROVE THE FUNDS AND BUDGET FOR YEAR SIX OF FIVE FOR THE CHAHTA INCHUKKA TRIBAL HOME VISITING PROGRAM

Agency: Health and Human Services, Indian Health Services

CNO Department: Outreach Services

Federal Budget: \$625,000

Match Required: n/a

Total Project Budget: \$625,000

Request by Project Director/SEO: Brandi Smallwood, Program Director; Angie Dancer, Program Director, Outreach Services; Randy Hammons, Executive Director, Outreach Services; Stacy Shepherd, Executive Officer, Member Services; Teresa Jackson, SEO Member Services