

**GUIDELINES - 2025 /Infant and Youth - Wyandotte Nation Assistance Program**  
**Program Dates / October 1, 2024 to September 30, 2025**

Wyandotte Nation, Enrolled Tribal Citizens, Nationwide

**\$300 for Infant&Toddler-birth to age 2 (as of October 1, 2024) -and- \$700 for Youth-ages 3 to 18**

 ***This new program combines 3 former programs together***   
***Winter Clothing, School Supplies and Extracurricular.***

***The full amount can be used for any eligible activity or item and can be used all at once or in multiple submissions. (Please keep track of your spending amounts.)***

***There are 4 pages, including the Application, Grid page and 2 pages for Guidelines.***

***Please read ALL instructions before submitting the application.***

***Incomplete applications will be sent back for completion.***

***There are 3 ways to apply for this program:***

**Reimbursement** - Must have original application and receipts. ALL receipts must be entered on the Grid page. No combining kids or ineligible items on any receipt.

**\$200 Walmart Card** - Each child is eligible to receive one Walmart card at a time. When receipts are turned in, a new card can be issued. A maximum of two cards is allowed per program year. No combining kids on card and no ineligible items should be on any receipt. Return all cards along with original receipt(s). Please expend all funds on card. Any balance that remains will not roll over. If Guidelines are not followed, you will be required to do reimbursement for the remainder of the year and the following three program years. If we are mailing cards to you, they are sent by certified mail and will need to be signed for upon delivery.

**Direct payment to vendor** - You must provide name of business, supporting documentation and may be asked to provide the W9 tax form, from that business. Grid sheet not required.

**Eligible purchases include but are not limited to:**

**YES**

- \*Clothing, Coats, Pajamas, Shoes/Boots/Slippers \*Winter hats
- \*Socks and Underwear \*Earbuds/Headphones \*Gloves, Earmuffs, Scarves
- \*School Supplies-pens,pencils, markers, paper, etc. \*Backpack \*Lunchbox
- \*Diapers/Bibs for Infant/Toddler program

**NO**

**Non-eligible purchases include but are not limited to the following:**

- \*Groceries or Food of any kind \*Curriculum/Tuition/Text Books \*Stroller
- \*Accessories like hair clips, headbands or hair care products \*Gym fees
- \*Swim wear unless on swim team \*Furniture \*Sunglasses \*Locker kits
- \*Jewelry, Perfume/Cologne or Make-up \*Laptops/Computers/Printers
- \*Museum entrance or special show/exhibit fees unless through the school
- \*Ball caps- unless registered on a team, with proof of registration

# **GUIDELINES-2025 /Infant and Youth - Wyandotte Nation Assistance Program**

## **Program Dates / October 1, 2024 to September 30, 2025**

*Do not fax or email applications and receipts. Mail, bring in or use drop box in front of Administration building.*

**There should only be one child on your receipt, with Eligible items only.**

**Ring up separately and only have eligible items on each receipt. No other family member items or non-eligible items should be on any receipt. The only exception will be Extracurricular sports/dance/lessons sign-up discounts for multiple siblings.**

### **✿ RECEIPT/PAYMENT GUIDELINES ✿**

\*ALL Original Applications and Receipts MUST be received in office or postmarked (mailed) by the due date. September 30, 2025. No Exceptions. So send them in early!

**\*All receipts must show purchase date, what the item is (not just say accessory), individual item price, subtotal, tax, cost breakdown and grand total. Also must show proof of payment with method used (visa/store card/paypal etc.)**

\*Receipts must be legible - torn, smudged or tiny receipts we can't see, will not be counted. Do not tape, highlight or mark over the receipt.

\*On-line receipts - send copy of full receipt/full email, not just screen shots. Don't send order summary or pick-up receipt that does not show all details like date or payment.

\*If you have a RETURN - send both the original receipt and the return receipt.

\*If using "after pay" or related split payment method, we can only reimburse from actual proof of payment.

\*We do not reimburse for store points or store credit used.

\*NO handwritten receipts.

### **✿ WALMART CARD INSTRUCTION ✿**

\*When returning receipts from Walmart cards, they must be from the card that was given, and only have eligible items on them. Walmart card must be returned with original receipts. Write name on each child's receipt. Due by September 30, 2025

\*When receipts are turned in from one card, a second card can be issued. A maximum of two cards can be issued per program year for Youth Program - One card for Infant/Toddler Program. The remaining program funds can be used for reimbursement or vendor pay.

\*Gift card must be spent in full by due date. Card must be returned even if balance remains.

### **✿ EXTRACURRICULAR ACTIVITY GUIDELINES ✿**

\*Eligible allowances include: Both School associated and Private sports fees - Club fees and related expenses (exp. FFA/Drama/Scouts - School Lunches - Instrument rental/purchase - School pictures - Music lessons - Testing fees - Camps or School related trips). **(No Tuition/Curriculum)**

\*When applying for reimbursement, you must provide back-up information along with receipts/invoices. Examples include, a flyer, price list or letter from school. You may be asked to provide additional documentation.

**\* Other items not listed may be considered with proper documentation.**

If you have Direct Deposit with Wyandotte Nation please make sure banking information is current.

**Guideline Page 2**

**INFANT/TODDLER PROGRAM**  
**2025 - Wyandotte Nation Assistance Application**

**October 1, 2024 to September 30, 2025**

**Tribal Citizens, Nationwide, Ages Birth to 2 years as of October 1, 2024**

**Eligible for \$300 in services**

**Guidelines Must Be Met For This Program - Please See Separate Guideline Pages**

<b>Parent/Legal Guardian Name:</b>	<b>Roll #</b>
<b>Email:</b>	<b>Phone #:</b>
<b>Mailing Address: (City, State, Zip)</b>	

**Child Information**

<b>Child's Roll #</b>	<b>Child's Full Name:</b>
<b>Child's Age:</b>	<b>Child's Birthdate:</b>

**Reimbursement Option - Must Return Original Applications and Receipts**  
\* **MUST ENTER ALL RECEIPTS ON THE GRID PAGE-** see separate page  
(if you have direct deposit on file with tribe, please make sure banking information is current)

**\$200 Walmart Card Option - see guidelines for further instruction**

**Direct payment to vendor - you must provide name of business/individual , back-up documentation, and you may be asked to provide a W9 tax form.**  
**Business name:** \_\_\_\_\_  
**Purpose of payment:** \_\_\_\_\_  
(exp. paying for school lunches or dance class)  
**Please state amount you want paid - Total \$** \_\_\_\_\_

**\*\*\*PLEASE KEEP TRACK OF YOUR SPENDING AMOUNTS\*\*\***

I have read all instructions on guideline pages and acknowledge that incomplete or non-compliant applications will be returned. (Phone calls should not always be expected if there is a problem with the application)

X \_\_\_\_\_  
Signature of Tribal Parent/Legal Guardian: Date:

**GRID - 2025 /Infant and Youth-Wyandotte Nation Assistance**

**October 1, 2024 to September 30, 2025**

**Guidelines Must Be Met For This Program - Please See Separate Guideline Pages**

**Reimbursement Option - Must Complete Grid and Return with Original Receipts**

Child's Roll #	Child's Full Name:
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Must describe what this request is for. (exp. Clothing/School Supplies/Baseball/Music lessons) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Store Name	Receipt Date	Receipt Amount
		<b>Grand Total</b>

Print Name of Person to Pay: \_\_\_\_\_

Address if different from applicant: \_\_\_\_\_

\_\_\_\_\_