

NCAI DISASTER RELIEF MICROGRANT APPLICATION

Overview & Purpose

Natural disasters have become more frequent in Indian Country over the past several years. Tribal nations and their citizens have endured tremendous loss of life, livelihood, and property. However, the federal government has restricted the avenues for tribal nations to access disaster relief funds. Even when tribal nations access disaster relief funds often they are not flexible enough to meet all of the tribal nation's needs on the ground. The NCAI Disaster Relief Microgrants are shaped to flexibly cover the needs of tribal nations and/or tribal citizens (who live near their nations) that have been impacted by recent natural disasters such as, tornadoes, wildfires, hurricanes, earthquakes, severe storms, severe winds, blizzards, etc. While microgrant funds cannot be used to cover the wages of tribal employees or administrative costs, they can be used to repair or recover property damaged during a natural disaster that has occurred within the last 180 days. NCAI has a total of \$70,000 available for the microgrants. Individual grant awards will be capped at \$10,000. This microgrant program will conclude once the \$70,000 has been fully obligated. Applications must be submitted to NCAI by email or fax and will be considered on a rolling deadline. The NCAI Review Committee will consider all applications that are submitted by eligible applicants, which are complete, and conform to the application guidelines below.

Your complete application must include the information requested in Part 1, Part 2, and Part 3 of this application form. The information requested in Part 4 of this application is optional to include in your completed application. The NCAI Review Committee will consider all applications that are submitted by eligible applicants by the deadline, and which are complete and conform to the application guidelines below.

Eligibility

In order to be eligible for this NCAI microgrant, the applicant must meet following criteria:

- Be a federally recognized Indian tribe or state recognized Indian tribe.
- Be a current NCAI member in good standing.
- The proposed project(s) aims to repair or recover property damaged during a natural disaster that occurred within the last 180 days;
- The property damaged by the disaster was located on or near tribal lands or tribal property and/or was the property of an enrolled citizen of the tribal nation who resides near their tribal nation's lands or property.
- Damages to the property have rendered it uninhabitable, unusable, or it poses a significant safety risk.
- Funds must be obligated within six months.
- A selected tribal nation must submit a follow up report to NCAI.

Prohibited Use of Funds

The following types of projects are not eligible for consideration under this NCAI microgrant:

- Supplant existing tribal funds.
- Pay for any portion of a tribal employee's wages.
- Pay for any tribal administrative costs.

Application Guidelines

- **Deadline:** Applications will be reviewed on a rolling deadline until all funds are distributed.
- Grants will be capped at \$10,000.
- Please submit either a fax copy or email copy of your application to NCAI.
- **Digital Submission:** Submit your completed digital application to disasterreliefgrants@NCAI.org.
- **Fax Submission:** A copy of your application should be faxed to 202-466-7797 and should include the following information on a cover page:
*National Congress of American Indians
Attn: Kevin Allis and Kelbie Kennedy
Re: NCAI Disaster Relief Microgrants
1516 P Street NW
Washington, D.C. 20005*
- **Application Length:** The completed application for Part 1 and Part 2 below should range between 3 to 5 pages long and does not include Part 3 and Part 4.
- **Application Format:** The application must be completed in size 12 font, Times New Roman, and be single-spaced.
- Your application may cover multiple pieces of property damaged in a recent natural disaster.

Evaluation Criteria

NCAI will give priority to proposals that address property damaged during recent natural disasters that have rendered facilities, homes, and property unusable, uninhabitable, and/or a danger to the safety of tribal citizens.

APPLICATION FORM

Please review all of the guidelines and eligibility criteria *before completing* this application.

Part 1. BACKGROUND INFORMATION

Your responses for Part 1 should be less than one page.

- **Name of Tribal Nation & Address:**
- **Name and Position of the Person Submitting the Application:**
- **Email Address of Person Submitting the Application:**
- **The Telephone Number of the Person Submitting the Application:**
- **Current Location of the Damaged Property:**
- **In 1-2 Sentences, Summarize the Damaged Property that will be Repaired or Recovered:**

Part 2. DETAILS ABOUT YOUR PROJECT(S)

Your responses for this section should provide enough detail to allow the NCAI Review Committee to make an informed decision.

1) Describe the damaged property that you will repair or recover with the NCAI microgrant.

Please provide specifics as to the damaged property.

2) How would you use the NCAI microgrant funds to repair or recover the damaged property?

Include a detailed description of the plan you will develop and implement to repair or recover the damaged property. Include information about what work needs to be done, equipment and supplies required, if it would be more economically sound to replace the property rather than repair, and if an outside contractor will be engaged to assist.

3) Will the NCAI microgrant support existing funding sources?

Describe, if any, other sources of money that will be combined with these funds to repair or recover the damaged property.

4) What is the estimated timeframe to complete the project(s) supported by the NCAI microgrant?

Part 3. PROPOSED BUDGET & ADDITIONAL QUESTIONS

Please fill out a proposed operating budget for the six-month timeline and answer the following questions.

REQUIRED:

- 1) **An itemized budget of the products and/or services covered by your Microgrant application. Please see the sample budget template below.**
- 2) **Have you received any additional funding for your recovery efforts? Are you applying for funding anywhere else?**
- 3) **Have you been denied funding to repair or recover the damaged property in this application? If so, who denied you funding.**
- 4) **Please acknowledge that NCAI Disaster Relief Microgrant funds may not be used to pay for or supplant the wages of any employee of the tribal nation or cover administrative costs.**
- 5) **Sample Budget Template:** You may modify the budget template as needed.

Description of activity/ task	Who will do it?	How much will it cost? (Budget needed to accomplish the task)			
		Item	Cost in \$ (per unit)	Number of Units	Total Cost in \$
1. ...					
2. ...					
3. ...					
4. ...					
5. ...					
Total Cost					

Part 4. SUPPLEMENTARY DOCUMENTS

Help us assess your application by including any supplementary material that you feel the NCAI Review Committee should consider when reviewing your application. Supplementary documents are not required, but may be helpful for the NCAI Review Committee.

Examples of Supplementary Documents:

- Sketches, pictures, or video images of the damaged property.
- Any relevant price quotes or estimates for your proposed budget. The quotes or estimates must come directly from providers or vendors.
- The CV, resume, or certifications of the contractors who will complete the repair work.
- Articles or blogs about the recent disaster and/or the damaged property.
- Recommendation letters from a partner, tribal nation, or tribal organization.
- The importance or cultural significance of the damaged property to your tribal nation or tribal citizen.
- Anything else you would like to share with the NCAI Review Committee that is pertinent to the application.