



Pokégnek Bodéwadmik
 POKAGON BAND OF POTAWATOMI
 EDUCATION

2023-2024 Enrichment Program Application
August 1, 2023 – July 31, 2024
 (Birth-12th Grade)

Name _____ Tribal Enrollment # _____

Address _____ City _____ State _____ Zip _____

Grade _____ School _____

Parent's Name _____ Parent's E-mail _____

Phone # _____

(Please be as specific as possible & attach all documentation)

Type of Program	Allowable Costs (up to \$500/per current school year)
Enrichment Camps	Ex: Band camps, art camps, science camps, sports camps, religious/cultural camps
Life Skills	Ex: Drivers Training, Music lessons, Instrument, required equipment/materials, Sports, Dance, Gymnastics, Travel/Competition teams, etc., & Equipment *\$150 max on practice attire per athletic activities (IE dance, gymnastics, baseball, football, etc.)
School/Activity Sponsored Field Trips	Registration, hotel fee, airfare/bus/train, etc. (Does not cover cost of fuel, food, etc.)

\$ _____ Reimbursement \$ _____ Direct Pay

Direct Pay: Company/Payee Name/Address: _____

I understand that certain costs may not be covered. The Department of Education may reimburse costs when a receipt is provided after the event. Please allow at least 2 weeks for payment. Due to our complex payment process, please submit Enrichment Form & supporting documentation with ample time to ensure payment will meet any deadlines.

The Parent or Eligible Student, or both, acknowledge that this Form is legally binding and enforceable and that he or she: (a) accurately completed this form; (b) has full authority to agree to this Form; (c) has reviewed this entire Form; and (d) signed this Form willingly, without duress, and with full knowledge of its consequences.

Signature

Date



Enrichment Program Application

Eligibility Requirements:

- Applicant must be an enrolled Pokagon Citizen, only available for those Birth-12th grade
- Applicant must have an Educational Records Release on file
- Event must occur within the current academic year
- All requests must be received by July 31st of the current academic year
- This program does not cover the cost of electronics i.e. computers or laptops.
- \$150 max on practice attire per athletic activity
 - reimbursements for non-required attire & gear may be limited at DoE discretion
 - Required attire will not be deducted from \$150 max with proof from activity/event organizer

Program Funds: \$500 per Academic Year

Academic Year: August 1 – July 31

Documents Needed:

- Educational Records Release (once per academic year)
- Enrichment Form (each new request)
- W-9 Form (Company or Payee)
- Supporting documentation for events, such as
 - Detailed information on program/event (flyer/registration) with cost reflecting, including the dates of participation, & where the check needs to be mailed
 - Invoices, receipts, & payment confirmations
 - Generic or handwritten receipts may require additional payment confirmation from the activity/event organizer.
 - An email stating date & amount paid is acceptable
 - Receipts for required materials/items must be labeled with the name of the participant and the item described (IE - Bat, cleats, etc.)
 - All receipts/payment confirmations must show the date paid & who it was paid to

If you have questions, please call the Pokagon Band Department of Education (269) 782-0887 or toll free at (888) 330-1234. You can email* scanned forms & documentation to Skye Wallin Skye.Wallin@PokagonBand-nsn.gov or edu@pokagonband-nsn.gov

Applications may be mailed, emailed*, or faxed. Call to set up hand deliveries as Government Staff may still be working remotely.

*If emailing documentation, please scan & add as attachments. Pictures of forms & documentation will not be accepted.