

Role of a Tribal Coordinator

Division of Energy Assistance
Office of Community Services
Administration for Children & Families
U.S. Department of Health and Human Services



ADMINISTRATION FOR
CHILDREN & FAMILIES

Agenda

- Office of Community Services (OCS) Overview
- Hearing Both Sides
- Questions



OCS Overview

This section provides some background information about OCS.

Did You Know?

- The Administration for Children and Families (ACF) offers a variety of programs to support tribes with the Administration for Native Americans, HeadStart, Temporary Assistance for Needy Families (TANF), home visiting, etc.
- In Fiscal Year (FY) 2017, OCS awarded over \$33 million in LIHEAP funds to over 150 tribes and tribal organizations located in 23 states.
- Allocation amounts ranged from approximately \$650 to over \$2 million.



Hearing Both Sides

This section allows you to hear how both tribes and OCS view the role of the Tribal Coordinator.

Speakers

- **Nancy Carnley**
Ma-Chis Lower Creek Indian Tribe (Alabama)
- **Rachael BigSam**
Confederated Salish and Kootenai Tribes (Montana)
- **Akm Rahman**
OCS

Questions

- Question 1
 - Tribes
 - Please provide some background information on your tribe, such as its size, location, members served, types of benefits provided, and annual benefit amount.
- Question 2
 - Tribes
 - How long have you been the LIHEAP coordinator?
 - What was it like when you transitioned into the role?
 - Was there documentation or a policy manual to help with your transition?
 - What were the expectations given to you by your supervisor or the tribe when you were hired?

Questions

- Question 3
 - Tribes
 - How big is your department and/or team?
 - Are you able to work with fiscal and administrative staff?
 - Do you provide any training for the staff you supervise?
 - OCS
 - What are some of the best practices you have seen with tribes and working with various departments within their tribal organization?
 - What if they are a smaller tribe without support staff?

Questions

- Question 4
 - Tribes
 - How do you work with the state LIHEAP grantee (Alabama and Montana)?
 - How do you work with OCS?
 - OCS
 - What are OCS's recommendations on coordinating LIHEAP efforts with the state grantee?

Questions

- Question 5
 - Tribes
 - What policies and practices does your tribe have in place to strengthen program integrity? How can your tribe limit fraud, waste, and abuse?
 - OCS
 - Through your monitoring visits and reviewing annual plans, what are some of the best practices you have seen tribes employ when it comes to program integrity?
 - How can OCS's regional office liaisons support tribes in making improvements in these areas?

Questions

- Question 6
 - Tribes
 - What are your documentation processes?
 - How involved are you with your tribe's policy manual?
 - OCS
 - What are the federal recommendations for developing and continually updating tribal policy manuals?

Questions

- Question 7
 - Tribes
 - What are some of your lessons learned in your role as a Tribal Coordinator?
- Question 8
 - Tribes
 - What are some of the changes you have implemented while you have been a Tribal Coordinator?
 - Do you have any plans for the future of your program?

Questions?

