

EXAMPLE

Church Grant Budget

1. PPE	\$2000.00
a. Masks	
b. Gloves	
c. Face Shields	
2. Cleaning Equipment	\$5000.00
a. Wipes	
b. Fogging Machine	
i. Cleaning Solution	
c. Bleach	
d. Mops	
e. Disposable	
3. Tables	\$500.00
a. Extra tables to spread out	
4. Chairs	\$500.00
a. New chairs that are wipeable	
5. Video equipment to broadcast sermons	\$10,000.00
a. Laptop	
b. Broadband	
c. Router	
d. Video Camera	
e. Soundboard	
f. Speaker System	
g. Wireless Mic System	
6. Install a new waterline	\$4000.00
a. Old waterline needs to be replaced	
7. Replace old faucets with touchless faucets and hand dryers	\$1500.00
8. Replace light switches with motion detectors	\$500.00
TOTAL	\$24,000.00

**The Muscogee (Creek) Nation
Traditional Church/Ceremonial Ground COVID-19 Support Grant Program**

§1- 101. Eligibility

Traditional Churches/Ceremonial Grounds that meet the following eligibility criteria may apply for a one-time COVID-19 Support payment:

1. Listed on the Muscogee (Creek) National Council Registry; and
2. Located within the Nation's reservation boundaries; and
3. Experienced negative impacts as a result of the Coronavirus Pandemic

§1- 102. Policy

It shall be the policy of the Muscogee (Creek) Nation (MCN) to provide financial assistance up to \$25,000 to eligible Traditional Churches and Ceremonial Grounds that have been negatively impacted as a result of the Coronavirus (COVID-19) Pandemic.

§1- 103. Procedure

Procedure to apply for the Traditional Church/Ceremonial Ground COVID-19 Support Grant Program shall be as follow:

1. The Pastor/Mekko must complete the Traditional Church/Ceremonial Ground COVID-19 Support Grant application and provide requested materials.
 - a) If there is no Pastor/Mekko, another designated leader may submit the application on behalf of the Traditional Church/Ceremonial Ground.
2. The application must be completed in entirety and submitted to the MCN Historic & Cultural Preservation Office.
3. The Historic & Cultural Preservation Office will review the application for eligibility and adherence to the CARES Act, MCN law and this policy.
4. An MCN staff member shall notify the applicant via mail or email of approval or the appropriate application status. Once approved, a payment up to \$25,000 for each eligible Traditional Church/Ceremonial Ground will be processed.
5. The MCN Finance Department will issue payment by mail to the payee listed on the application.
6. Funds shall be used for personal protective equipment, facility rehabilitation to prevent COVID-19 infection, audio/video equipment for virtual broadcasts, fixed operational expenses, such as mortgage or utilities, or other approved hardships caused by the Coronavirus Pandemic.

§1- 104. Administration of Program.

The Muscogee (Creek) Nation Historic & Cultural Preservation Office shall be authorized to administer the program.



**The Muscogee (Creek) Nation
Traditional Church/Ceremonial Ground COVID19 Support Grant
Deadline: December 15, 2020**

This program is to provide a one-time financial assistance to Muscogee (Creek) Nation (MCN) Traditional Churches and Ceremonial Grounds within the MCN reservation which have been negatively impacted as a result of the Coronavirus (COVID-19) Pandemic. Traditional Churches and Ceremonial Grounds identified by the Muscogee (Creek) National Council registry located within the Nation’s reservation boundaries and impacted by the Coronavirus Pandemic are eligible for this grant program.

Please call 918-732-7733 or e-mail jswesley@mcn-nsn.gov or raebutler@mcn-nsn.gov if you have questions about the application or required budget. Completed applications can be emailed electronically to jswesley@mcn-nsn.gov and raebutler@mcn-nsn.gov; You can mail applications to the Historic and Cultural Preservation Department, Traditional Church/Ceremonial Ground COVID19 Support, P.O. Box 580, Okmulgee, OK 74447; You may also drop off applications at the Education and Training Building at the MCN Tribal Complex in Okmulgee, OK.

SECTION 1: TRADITIONAL CHURCH/CEREMONIAL GROUND INFORMATION

Name of Traditional Church/Ceremonial Ground: _____

Pastor/Mekko: _____

Address: _____

City: _____ State: _____ Zip Code: _____

For Churches Only:

Did your organization receive Coronavirus disaster relief or a PPP Loan previously? Yes No

If yes, what was the value of the funds received? _____

SECTION 2: AFFECT OF COVID19

COVID-19 has negatively affected this Traditional Church/Ceremonial Ground in one or more of the following instances. Please check all that apply and/or describe the hardship in the space provided:

- Members Without Personal Protective Equipment
- Inadequate facilities to prevent COVID-19 Infections
- In-Person Services Cancelled or Suspended
- Increased operational expenses
- Other: _____

SECTION 3: PROPOSED BUDGET AND PLAN

Funds from this COVID-19 Support Program should include one or more of the following. Please check all that apply and/or describe how the funds will be used to prevent, mitigate or prepare for the Coronavirus Pandemic.

- Personal Protective Equipment
- Facility rehabilitation to prevent the spread of COVID-19
- Audio/Video Equipment
- Utilities
- Audio/Video Equipment
- Other: _____

**** PLEASE ATTACH AN ITEMIZED, PROPOSED BUDGET FOR USE OF THE FUNDS. ****

SECTION 5: PAYMENT INFORMATION

Payee Name: _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Application Point of Contact (if different than Section 1): _____

SECTION 6: CERTIFICATIONS AND AUTHORIZATIONS

By signing below, you make the following representation, authorizations, and certifications.

I certify that:

- I am an official representative of a Traditional Church/Ceremonial Ground that is eligible to receive a COVID19 Support payment under the laws, policy and rules issued by MCN at the time this application is submitted.
- Any and all risk of loss, liability, damage or costs that may occur after receiving a one-time payment from MCN is my responsibility or that of the Traditional Church/Cermonial Ground represented.
- The Applicant has been negatively impacted as a result of the Coronavirus (COVID19) Pandemic.
- All grant receipts will be used only for purposes as specified in this application and is consistent with Title V of the Coronavirus Aid, Relief, and Economic Security (“CARES”) Act
- The Applicant agrees to provide invoices and proof of expenditures of all funding provided by Muscogee (Creek) Nation upon request.
- The Applicant will return any funds deemed inconsistent or ineligible under the CARES Act.
- The Applicant is not engaged in any activity that is illegal under federal, MCN, state or local law.
- To the best of my knowledge this is the first and only time the Traditional Church/Ceremonial Ground COVID19 Support application has been submitted.
- **Fraud Statement:** I understand falsification of this information shall be grounds for denial of application and/or non-eligibility to receive future assistance. Fraud cases may be forwarded to the MCN Attorney General’s office if further action is necessary.

Pastor/Mekko Signature

Date

RETURN COMPLETED APPLICATIONS TO JSWESLEY@MCN-NSN.GOV AND RAEBUTLER@MCN-NSN.GOV ON BEFORE DECEMBER 15, 2020

FOR OFFICE USE ONLY

Eligibility Criteria Met: Yes No

Budget Approved: Yes No

Grant Approved for \$ _____.

Authorizing Signature

Date