Huu-ay-aht First Nation Crisis Grant Policy

1. Effective date: April 1, 2011
Amended date: January 8th, 2025

2. Policy

Objective

Huu-ay-aht First Nations (Huu-ay-aht) is committed to providing financial support to those citizens in a condition of unforeseen instability or danger, such as in health, social, or economic circumstances, leading to a significant and immediate change in an individual's ability to access their basic needs.
This policy ensures that:

- Huu-ay-aht First Nations will offer support for citizens facing an immediate threat to health, safety, or continued habitation.
- Huu-ay-aht will ensure the privacy of all personal information and will manage this information securely, ethically, and transparently, with respect for individual and collective privacy rights. Non-citizens, such as external individuals or organizations, have no right of access but may be granted information at the government's discretion, subject to governance rules and agreements.

Statement

This policy applies to all Huu-ay-aht citizens who require financial support during times of unforeseen hardship or crisis.
It covers all Huu-ay-aht citizens in the following way:

- **Shelter or Home:** losing safe or stable housing.
- **Housing support:** having utilities like water, heat, or electricity shut off or not working
- **Health situation:** unsanitary living conditions.
- **Infrastructure damage:** dangerous structural, safety issues, or environmental problems in the home.

3. Authority & Application

This policy is issued under the authority of the **Executive Director**, pursuant to **Citizen Development Regulations,** and any other applicable Huu-ay-aht laws and regulations governing the protection of personal information.

- **Availability**

  Any registered Huu-ay-aht Citizen is eligible to apply for a crisis grant. Including the legal representative of a minor Huu-ay-aht child (under the age of 18. Only one eligible applicant per couple can apply.

- **Eligibility**

  Funding can be accessed only after all other financial avenues have been exhausted. There will be a mid-year review of the crisis grant funding spent/budget available and a year-end report. The maximum a citizen can apply for from the **grant is $2,000.00.**

- **HFN Laws**

  Both the HFN Financial Administration Act and the HFN Purchasing Policy & Citizen Development Regulations apply to this policy. The HFN Executive Council is responsible for approving the budget for the crisis grants each year. Expenditure must be maintained with the current fiscal year's Budget Act.

- **Accountability**

  Everyone who handles personal information is responsible for protecting it. Responsibilities for securing the information will be understood and enforced. Citizens will be accountable for providing documentation to cover the amount that they are requesting. This can include associated costs. The monies will be **paid directly to the vendor or person providing services** or supplies. Citizens also need to ensure that the Huu-ay-aht administration has adequate time to review the application and to submit it for payment.

4. Policy Requirements

- This Policy does not apply to non-Huu-ay-aht citizens.
- Applications must be supported by at least one external agency (letter from employer, social worker, counsellor, bank statements, etc.). If common law/ married, all documentation is required from both.
- Applications must be in writing, and applicants must sign a consent for the release of information.
- Applications must clearly state the unforeseen event that resulted in financial hardship.
- Citizens are only eligible for **one application per year** (from when you receive support)

5. Exceptions

Funding cannot be used for personal gain (starting a business, buying a house, investments, etc.).

6. What is not covered by this policy

The following categories do not constitute a crisis under the policy and are therefore ineligible for crisis-related assistance:

- personal or non-essential expenses
- routine or emergency vehicle repairs
- animal-related costs
- personal debt
- recurring costs (monthly bills from creditors, credit card payments or rent/ arrears).

7. Authority - Citizen Development Committee (CDC)

The CDC is responsible for overseeing the implementation of this policy and ensuring that implementation of the policy is implemented. The CDC will:

- Approve this policy and any related procedures;
- Ensuing monitoring of the policies and procedures are occurring yearly to ensure that the safety and well-being of citizens are being met;
- Keep the policy up to date; and
- Identify any amendments that are required.

The Executive Director is responsible for ensuring the appropriate department is implementing, monitoring, and evaluating the policy.
The Community and Citizen Department is responsible for the full implementation of the policy, including the monitoring and evaluation of the policy.

Appendixes

A. Crisis grant application
B. Declaration

Appendix A:

Crisis Grant Application

Name of Applicant:	
Address:	
Phone:	**Citizenship Card No.:**
Applicant's date of birth:	
Name of Spouse:	
Spouse's Citizenship Card No.:	
Spouse's date of birth:	
Do you have any dependent children living with you? How many?	
What is your main source of income?	
Have you looked for other sources of assistance? If yes, where?	
If no, why not?	
Please describe the reason you are applying for crisis funding (include reason for hardship, plans for ensuring this will not continue to be a concern):	
Amount requested:	

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ANCIENT SPIRIT, MODERN MIND

Declaration:

I declare that the information given on this form is correct and complete to the best of my knowledge.

I understand that if l knowingly give information that is false I may be liable to prosecution and will be required to repay any assistance received. Also, if l knowingly give information that is false, it may result in forfeiture of any future requests for financial assistance from the Nation.

I consent to my information being shared between agencies and external organizations for the purpose of processing my claim.

If this funding is to support where other funding will be accessed, it will be paid back to the Nation.

Signature of Applicant:	**Date:**
Reviewed by:	**Date:**
Huu-ay-aht First Nation **Amount approved:**	
Approved by:	**Date:**