

**Muscogee (Creek) Nation**  
**Camps, Camp House, Fellowship Halls**  
(NCA 16-035)

Name of Church or Ceremonial Ground:

\_\_\_\_\_

Pastor/Mekko: \_\_\_\_\_

(If there is no Pastor, please give Deacon name)

Physical Address or Directions to Church or Ceremonial Ground from nearest highway:

\_\_\_\_\_

\_\_\_\_\_

Authorized Representative: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: (Cell)\_\_\_\_\_ (Home)\_\_\_\_\_

**MAKE CHECK PAYABLE TO:**                      **Total Amount Requesting** \_\_\_\_\_

Vendor(s): \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Amount Requested: \_\_\_\_\_

Vendor(s): \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Amount Requested: \_\_\_\_\_

**Office Use Only:**

Approved Date: \_\_\_\_\_ Approved Amount: \_\_\_\_\_

**FUNDS TO BE TAKEN FROM ACCOUNT # 108234-99-60198-000-6096**

## **REQUIREMENTS:**

Church camp house/Ceremonial Ground camp/ fellowship hall grant award requirements and restrictions.

Muscogee (Creek) citizens who are members of a Muscogee (Creek) “Traditional” Church (50 years or older or churches that can provide documentation demonstrating eighty percent (80%) of membership are Tribal Citizens within the Nation’s jurisdictional boundaries) or Ceremonial Ground and have a camp house/camp/fellowship hall shall be eligible to submit an application for a one (1) time grant award up to the amount of Seven Thousand and No/100 Dollars (\$7,000.00) if the following requirements are met:

- 1) A completed application: and
- 2) A letter from the Ceremonial Ground Mekko or Pastor stating the need for financial assistance. If there is no Pastor, a Deacon may make same request.
- 3) A line item budget of total cost of repairs/renovation; and
- 4) No less than two (2) itemized quotes that match line item budget for total cost of repairs/renovation.
- 5) Any individual(s) receiving monetary payment for labor are considered contractors. Please include copies of contractor(s) insurance.

Financial assistance will be specifically for the structure of the Church Camp, Ceremonial Ground Camp or Fellowship Hall, which shall include roofs, floors, walls, windows and doors, as well as, any electric, water, heating or air problems.

Financial assistance will not be provided for appliances (stoves, refrigerators, ice-makers, etc.) and furnishings (tables, chairs, dishes, etc.)

The Land, Natural Resources & Cultural Preservation committee shall review all qualified applications. All applications will be considered fairly, taking into consideration availability of funds and giving priority based on the urgency and severity of need.

Each grant recipient shall expend funds in accordance with the approved grant budgets. All checks will be made out directly to vendors.

Each grant recipient shall submit the following records for expenditures of a grant award within (30) days of completion of the awarded assistance project: invoices or receipts with proof of payment evidenced by cancelled checks or other bank records. All records shall be provided to the Controller of the Muscogee (Creek) Nation.

Each grant recipient shall return any unexpended funds to the Controller for deposit in the Tribal Treasury.

As amended per NCA 16-094:

All receipts must be turned in no later than thirty (30) days from the date the checks are issued to the Authorized Representative. In the event the Muscogee (Creek) citizen(s) who signed as the Authorized Representative fails to turn in receipts within the specified time, those individuals and related documentation shall be forwarded to the Office of the Attorney General for enforcement of full restitution and related legal action.

Muscogee (Creek) citizens who are members of more than one Ceremonial Ground or Church are allowed to use this program only once at the Ground or Church of their choice. In the event individuals attempt fraudulent action or attempt to utilize this program more than once, that shall be grounds to notify the Attorney General leading to legal action.

Only twenty-five (25) applications will be accepted per fiscal year or expenditures not to exceed \$175,000.00.

**CONTRACT AND TERMS AND CONDITIONS:**

All renovations and construction projects funded through the Comprehensive Assistance Grant Program that involve an outside contractor(s) are required to use the Contract and Terms and Conditions, which is provided in the application.

**PLEASE DO NOT USE THE FOLLOWING VENDORS THEY DO NOT ACCEPT OUR CHECKS:**

**\*Lowe's**

**\*Home Depot**

**\*Garden Ridge**