

ELDER AND DISABLED MAINTENANCE POLICY

Approved on August 26, 2015

PURPOSE:

The purpose of the Bois Forte Tribal Government's Elder and Disabled Maintenance Program is to provide and maintain a safe and healthy living environment for elder and disabled Band members residing within our reservation boundaries.

ELIGIBILITY REQUIREMENTS:

Elder and Disabled Maintenance services are designed to assist Band members who are at least 55 years of age and/or persons that have a documented disability. To be eligible, you must be private homeowner and be able to show proof of home-ownership upon request. The on-reservation home must be the person's primary residence.

SERVICES OFFERED:

The Bois Forte Housing Department employs one full-time Elder Maintenance Technician to assist with the following activities:

- Snow Removal from driveways, sidewalks, roofs (as necessary), as well as to propane tanks.
- Mowing lawns
- Minor plumbing issues – installing appliances, repair of water leaks, etc.
- Minor electrical issues – fixing/repairing outlets, light fixtures, etc.
- Installing handicap accessible ramps
- Documentation from a physical therapist, ambulance crew member or supervisor, or from a clinical doctor is required to verify the necessity of a handicapped ramp for the person requesting such assistance.
- After installation, the Bois Forte Housing Division retains ownership of all handicap accessible ramps built with funding for supplies and labor from the Elder and Disabled Maintenance program. When the use of a ramp at a particular home is no longer needed (i.e. if the person the ramp was intended for no longer permanently resides at the home where the ramp was installed), Hosing reserves the right to remove the ramp and install at a different location for another eligible household in need. The individual receiving the ramp must acknowledge this by signing an acknowledgement form before the ramp can be installed.
- Flooring: removing old flooring and installing new flooring
- Hauling, cutting, and piling wood (when wood is the primary heating fuel)

INSURANCE:

If the participant has insurance, a claim must first be filed to ensure that this program is a payor of last resort to preserve limited Elder and Disabled Maintenance resources.

REGISTRATION:

You must contact the Bois Forte Housing Department Administrative Assistant between **October 1st and October 31st** of each year to register for services at your residence. **You must register every year.** The contact number for signing up, and for any other questions regarding this program is: 218-757-3253. In situations where unanticipated emergency services or repairs are needed, you are allowed to register at any time even outside of the regular October registration period.

ALLOWABLE EXPENSES:

The Bois Forte Elder and Disabled Maintenance budget is limited every year. Because of the limited amount of funding available to all the elders and disabled persons living on the reservation, the allowable expenses are capped per household to ensure fairness. Allowable expenses are detailed above in the Services Offered portion of this policy. Please note that the Elder and Disabled Maintenance Program also has limited funding to pay for minor replacement parts, when necessary. All services are subject to availability of funds in the program budget.

REQUESTING SERVICE:

Once you have registered to receive assistance through the Elder and Disabled Maintenance Program, you or someone designated by you in writing, may make requests for services to the Administrative Assistant at the Bois Forte Housing Office. Requests that fall under the general services offered through this program will be documented through a Work Order. Once the Work Order is requested and delivered to the Housing Department Maintenance Supervisor, the services will thereafter be completed by the Elder Maintenance Technician. Except in emergencies, requests are filled in the order received.

Emergency situations include heating failure during cold weather, water supply issues, or other circumstances that constitute an imminent threat to health, safety or property.

EXPENSES OVER \$500:

In order to conserve the limited funding provided to this program, requests for services that cost over \$500.00 must go through the Housing Commissioner and Housing Maintenance Supervisor. It is the same if the individual were to ask for help in affording an appliance.

However, if the individual is requesting for help purchasing an appliance that costs over \$500.00, while the final decision is being approved, the Housing Department requires that person to apply

for help elsewhere to offset the cost of their maintenance request. These are some of the programs available to elders:

- Rural Development Grant & Loan program (up to \$27,000)
- Bois Forte Elderly Needs Program (up to \$600.00 every two years)
- Bois Forte Emergency Fund (up to \$300.00 every two years)

EXPENSES OVER \$1000:

To be eligible for the services in excess of \$1,000.00, the program participant will be required to attend a financial literacy/budget class to qualify for the materials and services.

LIMITS ON ASSISTANCE:

No person may receive assistance (other than routine shoveling/lawn mowing or minor repairs) more than once in any twelve (12) month period. Funding for supplies will be provided until all program funding is expended.