



*the
Chickasaw
Nation*

Bill Anoatubby
Governor

DEPARTMENT OF COMMUNITY SERVICES

Youth Support Reimbursement Program Manual



**Youth Services Division
Youth Support Reimbursement Program**

Youth Services Division

Youth Support Reimbursement Program

Introduction

The Chickasaw Nation Youth Support Reimbursement Program provides eligible Chickasaw students with a \$150 reimbursement once per year for fees or expenses in various extracurricular activities, clubs and leagues.

Students in their senior year of high school are eligible for an additional \$150 reimbursement for senior expenses. Graduating seniors are also eligible for an honor cord once per lifetime. Honor cords are provided to recognize Chickasaw students at graduation ceremonies.

Reimbursements are awarded in the form of a VISA credit card.

The funding year begins October 1 and runs through September 30. Students may submit an application in person, by mail or online at [www.chickasaw.net /services/youth-support-reimbursement-program](http://www.chickasaw.net/services/youth-support-reimbursement-program). Students applying for this program need to meet the guidelines below.

Guidelines

- A. The following items need to be included to be considered for funding:
 1. Completed Youth Support Reimbursement Program Application
 - a. Application may be picked up at 231 Seabrook Road, Ada, Oklahoma, have it mailed by calling (580) 310-6620 or fill out the application online at www.chickasaw.net/services/youth-support-reimbursement-program
 2. Information, brochures, receipt and/or flyers describing the activity or program or senior expense in detail
 - a. A cost or price associated with the activity/senior expense needs to be listed
 - b. The expenses within the current funding year
 3. A copy of the student's most recent report card or progress report for students K-12
 - a. Progress report or report cards need to include the student's name, current grade, school year and semester
 - b. If applying between the months of June through September, the last report card of the previous school year is sufficient. If applying after September, students need a more recent report card.
- B. Students between the ages of 3 to 18 years (through high school seniors)
- C. Student is a citizen of the Chickasaw Nation
- D. Youth are eligible **ONE TIME PER YEAR** for a reimbursement of \$150 (October 1 – September 30). The following are examples of qualifying expenses:

Educational conferences, programs and trips

Camps – can include athletic, cheerleading, dance, band and summer camps

Extra-curricular activities – can include athletics, band, dance, art (e.g., gloves, shoes, sports equipment, band instruments, dance wear, class ring, letterman jacket, etc.)

Educational opportunity fees – can include driver's education, FFA, 4-H, DECA, FCCLA (i.e., membership dues, livestock fees [medical supplies and feed only])

E. Youth are eligible **ONCE PER LIFETIME** for the following:

1. High School Senior Expenses (one time only during senior year) – Announcements/cap and gown, class ring, letterman jackets and senior pictures

- a. Assistance is limited to \$150 per lifetime
- b. Classified as a senior
- c. Seniors in high school may apply for both extracurricular and senior expenses in the same funding year
- d. Applications for senior and extracurricular expenses cannot be combined to qualify for the same activity or expense. Different qualifying expenses need to be turned in for each application

2. Honor Cord (one time only during senior year) – Honor cords are provided to recognize Chickasaw students at graduation ceremonies.

- a. May receive one honor cord per lifetime
- b. Classified as a graduating high school senior
- c. Application deadline for honor cords is March 30. Any applications received after this date may not receive an honor cord in time for graduation
- d. Honor cords will be mailed out by April 15

F. Letterman jackets and class rings may count as either a senior expense during senior year OR an extracurricular expense at any time during high school.

G. Funding is available on an individual basis only – this program does not assist with team fees.

H. Unapproved expenses are not to be considered. These unapproved expenses include, but are not limited to the following:

1. Travel, lodging, transportation and meals/food expenses

2. Fees or tuition for private education, including summer school, concurrent college classes, books, school supplies, tutoring, lunch fees, vo-tech supplies or ACT/SAT testing fees
3. Child care
4. Livestock purchase

Award Notification:

- A. Qualifying applicants receive an award letter in the mail within three to four weeks after the application has been processed and approved
- B. Reimbursement is issued on a non-reloadable VISA credit card and mailed via USPS. Card requires activation by applicant for use

To activate and check card balances you may go online to www.convenientcards.com/chickasaw or call Monday through Friday, 8 a.m. – 5 p.m. (CST) 580-272-5585. This is not an automated system.

The youth support office determines if applicant qualifies for funding from information submitted.