

Amend the following language into the Intergovernmental Agreement (IGA):

Change” Annual Report” to “Annual Reports” throughout the document.

Change Page 2 Definitions Annual Report to;

1. Annual Reports and Quarterly Expenditure Reports: means reporting forms consisting of all information, including operational and financial information, required by federal and/or state law for the contracted services and funds included in this Agreement or in subsequent amendments to this Agreement.

Change Replace language in section **VI REPORTING** from table on page 5 to end of the section with:

Quarterly Expenditure Reports		
<u>Quarterly Period</u>	<u>Report Due</u>	<u>Due Date</u>
July 1 – September 30	Quarterly Expenditure Report	October 31
October 1 – December 31	Quarterly Expenditure Report	January 31
January 1 – March 31	Quarterly Expenditure Report	April 30
April 1 – June 30	Quarterly Expenditure Report	September 30
Annual Reports		
<u>Annual Period</u>	<u>Report Due</u>	<u>Due Date</u>
July 1 – June 30	Annual Reports	September 30

a. Quarterly Expenditure Reports

(1) A Quarterly Expenditure Report must include all information that is requested within the report templates provided to the Tribes and which are located on the DSHS Office of Indian Policy website: <http://www.dshs.wa.gov/oip/contractconsol.shtml> .

(2) Quarterly Expenditure Reports are due the last day of the month following the end of the quarter being reported. (See table.)

b. Annual Reports

(1) The Annual Reports must include:

(a) All information required by applicable federal and state laws and regulations for the programs and services included in the IGA or in subsequent amendments to the IGA.

(b) Operational information for each of the programs included in the IGA or in subsequent amendments to the IGA.

(c) Descriptions of the outcomes that the Tribe achieved by undertaking primary responsibility for the social and health programs included in its Tribal Plan and be reported on the forms provided on the DSHS OIP website.

(2) The Annual Reports and fourth Quarterly Expenditure Report are due on September 30.

With completed and approved reconciliations and reporting the advance payment can be funded any time after July 31 under C(b)(2) in the Guidelines.

2. The Parties acknowledge that if additional reporting requirements are imposed on the state that necessitates additional reporting by the Tribe, the Tribe will submit additional reports upon reasonable notice of the requirement.

3. The Parties agree that, at a minimum, the Annual Reports and Quarterly Expenditure Reports will contain all information, including operational and financial information, required by applicable Federal and/or State law for the programs and services included in the Tribal Consolidated Services Plan or in subsequent amendments to the Tribal Plan or to this Agreement.

4. At the Tribe's request, the Department will seek to amend State Plan(s), submitted to federal agencies, which require more than one operational or financial report per year.

5. The Tribe shall send signed electronic copies of its reporting forms to Doug.North@dshs.wa.gov or a printed copy to:

Department of Social and Health Services
Office of Indian Policy
PO Box 45105
Olympia, WA 98504-5105

6. Each Party will communicate with the Single Point of Contact identified by the other Party in this Agreement to discuss reporting or other issues relative to this Agreement.

7. Program related communications may continue among program personnel and need not go through the Single Point of Contact.

8. The Department's use of information contained in tribal reports is limited to the purposes for which the reports were required. Unless approved by the Tribe, the Department will not use tribal information or data to generate revenue or indirect services that will not directly benefit the Tribe.