

BAND SUPPORT FUNDING
OPERATIONAL MANUAL

E92
B36
1983

UPDATE 20/05/83

EFFECTIVE YEAR 1983-84

BAND SUPPORT FUNDING

OPERATIONAL MANUAL

CONTENTS

SECTION 1. - SUMMARY

SECTION 2. - DEFINITIONS AND PROCEDURES

SECTION 3. - TABLES OF ENTITLEMENT

SECTION 4. - INSTRUCTIONS FOR CALCULATION

SECTION 1

1. BAND SUPPORT FUNDING (SUMMARY)

1.1 BAND SUPPORT FUNDING IS A CONTRIBUTION WHICH REPLACES THE CORE GRANT AND OVERHEAD CONTRIBUTION TO BANDS. IT IS INTENDED TO PROVIDE BANDS WITH A SOUND FINANCIAL BASE FOR SUPPORT OF THEIR GENERAL MANAGEMENT AND CENTRAL ADMINISTRATION.

1.2 BANDS MAY USE THE BAND SUPPORT FUND ALLOCATION FOR THE FOLLOWING PURPOSES:

- PAYMENT OF ALLOWANCES TO COUNCIL MEMBERS.
- PAYMENT OF TRAVEL EXPENSES FOR COUNCIL MEMBERS.
- OPERATION AND MAINTENANCE OF AN OFFICE BUILDING INCLUDING HEAT, LIGHT, UTILITIES, UPKEEP AND JANITORIAL SERVICES.
- MAINTENANCE OF A GENERAL ADMINISTRATIVE CAPACITY INCLUDING SALARIES FOR BAND ADMINISTRATIVE STAFF, OFFICE SUPPLIES, POSTAGE, BANK CHARGES, COMMUNICATIONS, EQUIPMENT REPAIR, TRAVEL AND OTHER NECESSARY COSTS INCURRED FOR GENERAL ADMINISTRATIVE PURPOSES AND THE PROVISION OF OFFICE AND

FACILITIES SPACE FOR THOSE BAND EMPLOYEES NECESSARY TO DELIVER SERVICES FUNDED BY THE DEPARTMENT, AND FOR WHOSE SALARY THE DEPARTMENT PROVIDES A FINANCIAL CONTRIBUTION.

- PROVISION OF AN ANNUAL AUDIT TO BAND MEMBERS AND THE DEPARTMENT.
- PAYMENT OF PROFESSIONAL FEES INCIDENTAL TO EFFECTIVE BAND GOVERNMENT.
- CONTRIBUTIONS TOWARD THE COST OF THE GOVERNING BODY OF A TRIBAL COUNCIL.

1.3 BAND SUPPORT FUNDING DOES NOT INCLUDE ANY PROVISION FOR PAYMENT OF SALARY, TRAVEL OR BENEFITS FOR THOSE BAND EMPLOYEES DELIVERING PROGRAM SERVICES, INDIVIDUALS DELIVERING PROGRAMS FUNDED BY AGENCIES OTHER THAN THE DEPARTMENT, COSTS DIRECTLY ASSOCIATED WITH SERVICE DELIVERY OR SALARY, BENEFITS, OFFICE SPACE AND ACCOUNTING SERVICES FOR PROJECTS OR ENTERPRISES EXCEPT MINOR PROJECTS FUNDED BY THE DEPARTMENT INCLUDING THE PORTION OF HOUSING FUNDED BY DEPARTMENTAL CONTRIBUTION.

1.4 BAND ENTITLEMENT TO FUNDING IS CALCULATED TAKING INTO ACCOUNT.

- TOTAL BAND MEMBERSHIP
- TYPE AND VOLUME OF SERVICES DELIVERED
- NUMBER OF EMPLOYEES NECESSARY TO DELIVER DEPARTMENTALLY
FUNDED SERVICES
- RESIDENT POPULATION
- LOCATION OF THE COMMUNITY, INCLUDING MODE OF TRANSPORTATION.

BAND SUPPORT FUNDING - HOW IS IT CALCULATED?

COUNCIL COMPONENT	- BASED ON BAND MEMBERSHIP
+	
BASIC OVERHEAD COMPONENT	- BASED ON VOLUME OF BASIC SERVICES DELIVERED AND THE POPULATION SERVED
+	
UNIT COSTS OF MAJOR SERVICES	- OVERHEAD COSTS OF SPECIFIED SERVICES ON A UNIT-COST BASIS
+	
LOCATION COSTS	- AN INCREMENTAL FACTOR BASED ON THE BAND'S GEOGRAPHICAL LOCATION
+	
AUDIT AND PROFESSIONAL ALLOWANCE	- A REASONABLE CONTRIBUTION TOWARDS THE COST OF BAND AUDIT AND INCIDENTAL PROFESSIONAL FEES.
+	
SERVICE EMPLOYEE OFFICE COSTS	- ADDITIONAL OVERHEAD DUE TO THE NEED FOR OFFICE SPACE BY BAND SERVICE EMPLOYEES
+	
BAND GOVERNMENT RESOURCE BASE (BAND SUPPORT FUND)	

DEFINITIONS AND PROCEDURES

- 2.1 COUNCIL ALLOWANCE IS THE COST OF PROVIDING COMPENSATION TO MEMBERS OF COUNCIL OR OTHER INDIVIDUALS AT THE DISCRETION OF COUNCIL FOR TIME AND EFFORT SPENT IN PROMOTING THE DEVELOPMENT OF THE BAND AS A WHOLE AND CO-ORDINATING BAND ACTIVITIES ON RESERVE. ALLOWANCES TO BE PAID WILL NORMALLY BE ESTABLISHED BY A RESOLUTION OF COUNCIL.
- 2.2 TRAVEL EXPENSES FOR COUNCIL MEMBERS ARE THOSE EXPENSES INCURRED WHEN AUTHORIZED TO TRAVEL ON BUSINESS RELATED TO THE WELFARE OF THE BAND. SUCH EXPENSES SHOULD NOT EXCEED THOSE ALLOWABLE ACCORDING TO REGULATIONS AND RATES ESTABLISHED FROM TIME TO TIME BY THE TREASURY BOARD OF CANADA FOR PUBLIC SERVICE EMPLOYEES.
- 2.3 BASIC OVERHEAD IS THE COST OF MAINTAINING AN ADMINISTRATIVE AND ACCOUNTING CAPACITY TO ACCOMMODATE THE GENERAL BUSINESS OF THE BAND AND THE OVERHEAD COSTS OF DELIVERING BASIC SERVICES FUNDED BY THE DEPARTMENT (SEE DEFINITION OF BASIC SERVICES). THIS INCLUDES THE COST OF STAFF TO MAINTAIN THE ACCOUNTS OF THE BAND AND PERFORM NORMAL CLERICAL AND SUPERVISORY FUNCTIONS WHICH PROVIDE SUPPORT AND DIRECTION TO THE DELIVERY OF SERVICES. THE

OPERATION OF A BAND OFFICE INCLUDING HEAT, LIGHT, UTILITIES, GENERAL OFFICE SUPPLIES, POSTAGE, BANK CHARGES AND COMMUNICATIONS FOR THE PURPOSE OF GENERAL ADMINISTRATION AND ACCOUNTING SERVICES IS INCLUDED.

2.4 UNIT COSTS (MAJOR SERVICES) IS THE OVERHEAD COST INCURRED IN THE DELIVERY OF CERTAIN MAJOR SERVICES FOR WHICH THE DEPARTMENT PROVIDES FUNDS. IT INCLUDES THE COST OF WRITING CHEQUES AND MAINTAINING ACCOUNTS RELATED TO THE SERVICE BUT DOES NOT INCLUDE THE COST OF SALARY, BENEFITS AND TRAVEL FOR SPECIALIST PERSONNEL NECESSARY TO DELIVER THE SERVICE, OFFICE SPACE FOR SUCH PERSONNEL, OR SPECIALISED MATERIALS, SUPPLIES OR EQUIPMENT WHICH MAY BE NECESSARY TO THE EFFECTIVE DISCHARGE OF THE PROGRAM SERVICE.

2.5 ADDITIONAL COSTS (BAND SERVICE EMPLOYEES) REPRESENTS THE COST OF PROVIDING OFFICE SPACE, BASIC TELEPHONE AND FURNISHINGS WITHIN THE BAND OFFICE FOR THOSE SPECIALIST PERSONNEL NECESSARY TO DELIVER CONTINUING SERVICES FOR WHICH THE DEPARTMENT PROVIDES FUNDS. ALL OTHER COSTS (SALARY, BENEFITS, TRAINING, TRAVEL, LONG DISTANCE CALLS, ETC.) WILL BE PROVIDED TO THE BAND BY CONTRIBUTION FROM OTHER DEPARTMENTAL BUDGETS.

2.6 AUDIT AND PROFESSIONAL COSTS ARE THOSE COSTS ASSOCIATED WITH THE PROVISION OF AN ANNUAL AUDIT BY THE BAND AND THE PAYMENT OF INCIDENTAL LEGAL OR PROFESSIONAL COSTS ASSOCIATED WITH BAND GOVERNMENT.

2.7 LOCATION COSTS ARE THOSE EXTRA COSTS WHICH INDIVIDUAL BANDS MAY INCUR BY VIRTUE OF THEIR LOCATION AND MEANS OF ACCESS AND ARE APPLIED ON THE BASIS OF A COMPARATIVE COST INDEX TO THOSE ITEMS PARTICULARLY SUSCEPTIBLE TO DIFFERENCES IN FREIGHT, TRAVEL AND UTILITY COSTS.

3. BAND STAFF

3.1 BAND ADMINISTRATIVE STAFF FOR THE PURPOSES OF BAND SUPPORT FUNDING ARE THOSE STAFF NECESSARY TO PROVIDE CENTRAL SUPPORT SERVICES TO THE BAND COUNCIL AND BAND-DELIVERED SERVICES, INCLUDING THE MAINTENANCE OF ACCOUNT (BAND MANAGER, BAND CLERK, ETC.).

3.2 BAND SERVICE STAFF ARE THOSE STAFF WHO ARE NECESSARY TO THE EFFECTIVE DELIVERY OF DEPARTMENTALLY FUNDED SERVICES, AND WHOSE SALARY AND EXPENSES ARE PROVIDED TO THE BAND BY WAY OF

CONTRIBUTION FROM A DEPARTMENTAL PROGRAM BUDGET. CALCULATION OF CONTRIBUTIONS TO COVER THE COST OF OFFICE SPACE FOR SUCH EMPLOYEES REQUIRES THAT THE APPROPRIATE DEPARTMENTAL MANAGER CERTIFY THE NEED, THE NUMBER OF EMPLOYEES NECESSARY TO DELIVER THE SERVICE EFFECTIVELY, THAT THEY OCCUPY SPACE IN BAND OFFICE FACILITIES, AND THAT SALARY, TRAVEL AND OTHER COSTS DIRECTLY RELATED TO THE SERVICE ARE BEING PROVIDED TO THE BAND.

3.3 OTHER BAND STAFF

THE BAND SUPPORT FUNDING FORMULA MAKES NO PROVISION TO COMPENSATE THE BAND FOR COSTS INCURED IN EMPLOYING BAND STAFF OTHER THAN ADMINISTRATIVE AND AUTHORIZED SERVICE STAFF.

IF BANDS WISH TO PROVIDE OFFICE FACILITIES TO STAFF DELIVERING PROGRAMS FUNDED BY OTHER AGENCIES THEY ARE ENCOURAGED TO SECURE APPROPRIATE ADDITIONAL FUNDING FROM THE AGENCY CONCERNED.

4. SOURCES OF ESSENTIAL DATA

4.1 BAND MEMBERSHIP DATA IS TO BE OBTAINED FROM THE REGISTERED INDIAN POPULATION BY SEX AND RESIDENCE FOR BANDS, DISTRICTS, REGIONS AND CANADA PUBLISHED BY RESERVES AND TRUSTS, INDIAN-INUIT AFFAIRS PROGRAM. MEMBERSHIP WILL BE AS OF

DECEMBER 31ST THE PRECEDING YEAR. IF THE BAND IS ABLE TO SUBSTANTIATE SIGNIFICANTLY DIFFERENT MEMBERSHIP TOTALS, THE BANDS' FIGURES WILL BE ACCEPTED ON CERTIFICATION BY THE DISTRICT OR REGION.

4.2 POPULATION SERVED WILL BE DETERMINED ACCORDING TO OFFICIAL STATISTICS MAINTAINED BY RESERVES AND TRUSTS AND VERIFIED AGAINST A LIST OF COMMUNITY RESIDENTS COMPILED BY THE BAND AND CERTIFIED BY THE DEPARTMENT AS AT DECEMBER 31ST THE PRECEDING FISCAL YEAR. THE POPULATION SERVED WILL INCLUDE ONLY THOSE PERSONS NORMALLY RESIDENT ON RESERVE AND RECEIVING SERVICES FROM THE BAND, AND WILL NOT INCLUDE VISITORS OR PERSONS RESIDENT FOR ONLY A SHORT PERIOD OF TIME AND EXPECTING TO LEAVE. THE POPULATION BASE WILL INCLUDE NON-INDIAN RESIDENTS, BUT ONLY IF THEY RECEIVE BASIC SERVICES FROM THE BAND.

4.3 ANTICIPATED S/A CASE MONTHS WILL BE BASED ON THE AVERAGE NUMBER OF CASE UNITS RECEIVING INCOME SUPPORT PAYMENTS EACH MONTH OVER THE PRECEDING 12 MONTH PERIOD.

4.4 NUMBER OF NON-FEDERAL EDUCATION AGREEMENTS IS TO BE CERTIFIED BY THE DEPARTMENTAL EDUCATION PROGRAM MANAGER. FOR THE PURPOSE OF BAND SUPPORT FUNDING, AN EDUCATION AGREEMENT IS DEFINED AS AN

AGREEMENT BETWEEN THE BAND AND ANY OTHER ORGANIZATION (PROVINCIAL SCHOOL BOARD, BAND EDUCATION AUTHORITY ETC.) FOR THE DELIVERY OF EDUCATION SERVICES TO BAND MEMBERS. AGREEMENTS WITH THE SAME BOARD ARE NOT TO BE 'SPLIT' INTO A NUMBER OF COMPONENT AGREEMENTS SOLELY FOR THE PURPOSE OF SECURING ADDITIONAL FUNDING FOR THE BAND. ADDENDA TO AGREEMENTS WILL BE CONSIDERED TO BE AN INTEGRAL PART OF THE AGREEMENT.

- 4.5 OTHER CONTRACTS. DETAILS OF INSTANCES WHERE BANDS SUBCONTRACT THE DELIVERY OF DEPARTMENTALLY FUNDED SERVICES (E.G. FIRE PROTECTION) TO A THIRD PARTY ARE TO BE OBTAINED FROM THE BAND AND CERTIFIED BY THE APPROPRIATE DEPARTMENTAL PROGRAM MANAGER.
- 4.6 CONTRIBUTIONS FOR 'BASIC' SERVICES ARE TO BE LISTED BY PLANNING ELEMENT AND CERTIFIED BY THE DEPARTMENTAL PROGRAM MANAGER.
(SEE 5.1) TOTALS SHOULD AGREE WITH COMMITMENTS RECORDED IN THE B.C.S. DATA BANK.
- 4.7 NUMBER OF SERVICE EMPLOYEES ARE TO BE LISTED BY PLANNING ELEMENT AND CERTIFIED AS BEING NECESSARY FOR SERVICE DELIVERY BY THE PROGRAM MANAGER. THIS CERTIFICATION WILL ALSO INDICATE THAT

THE PROGRAM IS PROVIDING A CONTRIBUTION TO THE BAND FOR SALARY AND OTHER SERVICE COSTS.

4.8 AUDIT ALLOWANCES WILL BE CALCULATED BY THE APPROVED METHOD AND ARE NOT INTENDED TO INCLUDE MANAGEMENT CONTRACTS OR THE PREPARATION OF BAND ACCOUNTS PRIOR TO AUDIT.

4.9 COMPARATIVE COST INDICES ARE PREPARED ON A NATIONAL BASIS BY HEADQUARTERS AND APPLY TO ALL BANDS WITHOUT EXCEPTION.

5. BASIC AND MAJOR SERVICES

5.1 BASIC SERVICES ARE THOSE SERVICES FUNDED BY THE DEPARTMENT AND DELIVERED BY BAND COUNCILS EXCLUDING INCOME SUPPORT, EDUCATION AGREEMENTS, MAJOR CAPITAL PROJECTS AND OTHER SERVICES WHICH A BAND MAY HAVE DELIVERED BY A THIRD PARTY UNDER CONTRACT OR AGREEMENT.

5.2 MAJOR SERVICES FOR MOST BANDS ARE RESTRICTED TO INCOME SUPPORT, NON-FEDERAL TUITION, AND MAJOR CAPITAL. BECAUSE OF THEIR HIGH DOLLAR VALUE AND READILY DEFINED OVERHEAD REQUIREMENTS FUNDS FOR SUPPORT ARE ALLOCATED ON A UNIT COST BASIS OR, IN THE CASE OF PROJECTS, INCLUDED AS PART OF THE OVERALL PROJECT BUDGET.

6. PROGRAM VERSUS BAND SUPPORT FUNDING COSTS

6.1 PROGRAM COSTS

A CONTRIBUTION WILL BE PROVIDED TO THE BAND FROM THE APPROPRIATE DEPARTMENTAL PROGRAM OR PROJECT BUDGET TO INCLUDE:

- DIRECT SERVICE COSTS.
- SALARIES FOR EMPLOYEES ENGAGED SPECIFICALLY IN SERVICE DELIVERY (E.G. MEMBERSHIP CLERKS, TEACHERS, WELFARE AIDES, DEVELOPMENT OFFICERS).
- LONG DISTANCE TELEPHONE CALLS FOR SERVICE - ORIENTED PURPOSES.
- SPECIALIZED EQUIPMENT AND SUPPLIES. (SPECIAL FORMS, MICROFICHE READERS, ETC.)
- TRAVEL AND TRAINING ALLOWANCES FOR BAND SERVICE EMPLOYEES.
- ALL COSTS, INCLUDING OFFICE SPACE AND EQUIPMENT, FOR THE DELIVERY OF A MAJOR CAPITAL PROJECT. (OVER \$ 250,000 EXCEPT HOUSING).
- ALL COSTS OF OTHER DEFINED PROJECTS WHICH DO NOT CONSTITUTE AN ONGOING SERVICE.

6.2 BAND SUPPORT FUNDING COSTS

THE BAND SUPPORT FUNDING CONTRIBUTION PROVIDES FUNDS WHICH CAN BE USED BY BAND COUNCILS TO PROVIDE

- ALLOWANCES FOR CHIEF AND COUNCIL.
- TRAVEL COSTS FOR CHIEF AND COUNCIL.
- SALARIES FOR BAND ADMINISTRATIVE STAFF.
- TRAVEL FOR BAND ADMINISTRATIVE STAFF.

- OFFICE SPACE FOR BAND SERVICE STAFF WHERE APPROPRIATE AND NECESSARY FOR EFFECTIVE SERVICE DELIVERY,
- LONG DISTANCE TELEPHONE COSTS FOR COUNCIL AND ADMINISTRATIVE PURPOSES.
- HEAT, LIGHT AND UTILITIES FOR THE BAND OFFICE.
- GENERAL OFFICE SUPPLIES AND EQUIPMENT (O&M)
- AUDIT AND INCIDENTAL PROFESSIONAL FEES.
- BASIC TELEPHONE OR RADIO RENTAL.
- POSTAGE, BANK CHARGES, ETC.
- BAND OFFICE JANITORIAL AND MAINTENANCE.
- CONTRIBUTIONS TO TRIBAL COUNCILS AND SIMILAR ORGANISATIONS.

7. TRANSFER OF ADDITIONAL PROGRAMS OR INCREASES IN DOLLAR VALUES OF PROGRAMS.

- 7.1 WHENEVER ADDITIONAL PROGRAMS ARE TRANSFERRED OR NEW BUDGETS CALCULATED (INCREASE OR DECREASE) IT IS ESSENTIAL THAT THE BAND SUPPORT FUND FORMULA BE APPLIED TO ENSURE THAT FUNDING TO THE BAND REMAINS CONSISTENT WITH THE SERVICE PROFILE.
- 7.2 IT IS THE RESPONSIBILITY OF THE DEPARTMENTAL PROGRAM MANAGER TO ADVISE THE BAND SUPPORT GROUP OF THE DISTRICT OR REGION AT LEAST SIX MONTHS IN ADVANCE WHENEVER CHANGES IN BAND SERVICES ARE PROPOSED.
- 7.3 THE BAND SUPPORT OR LOCAL GOVERNMENT SECTION, WITH THE DEPARTMENTAL PROGRAM MANAGER WILL RE-CALCULATE THE FUNDING ENTITLEMENT. SHOULD ADDITIONAL FUNDS BE NECESSARY AS A RESULT OF EITHER INCREASED PROGRAM DOLLARS OR INCREASED BAND SERVICE STAFF, THE FUNDS WILL BE PROVIDED BY BAND SUPPORT IF SUFFICIENT UNCOMMITTED FUNDS ARE AVAILABLE.

7.4 IF INSUFFICIENT FUNDS CAN BE IDENTIFIED WITHIN THE BAND SUPPORT BUDGET, THE DEPARTMENTAL PROGRAM WILL PROVIDE AN EQUIVALENT AMOUNT TO THE BAND FOR ADMINISTRATIVE PURPOSES AS A FUNDAMENTAL CONDITION OF SERVICE TRANSFER. THIS WILL BE DELIVERED AS A CONTRIBUTION BY BAND SUPPORT FOLLOWING AN INTERNAL BUDGET TRANSFER, AND WILL BE BUILT IN TO THE BAND SUPPORT BUDGET FOR FUTURE YEARS THROUGH THE OPERATIONAL PLANNING PROCESS.

8. CONSTRUCTION AND EQUIPPING OF A BAND OFFICE

8.1 THE BAND SUPPORT FUNDING FORMULA DOES NOT MAKE PROVISION FOR THE ACQUISITION OF OFFICE SPACE OR INITIAL EQUIPMENT.

8.2 BANDS WILL BE EXPECTED TO BUDGET FOR THE CONSTRUCTION OF NEW AND ADDITIONAL OFFICE SPACE FROM THEIR CAPITAL ALLOCATION.

8.3 THE INITIAL PURCHASE OF BAND OFFICE EQUIPMENT AND FURNITURE SHOULD BE TREATED AS A CAPITAL PROJECT AND BUDGETED ACCORDINGLY BY THE BAND AND DEPARTMENT.

8.4 UNDER CIRCUMSTANCES WHERE THE BANDS CAPITAL ALLOCATION IS EITHER INSUFFICIENT OR ALREADY COMMITTED, THE DEPARTMENT MAY AGREE TO ADVANCE CAPITAL FUNDS FOR NEW EQUIPMENT AND OFFICE EXTENSIONS IF FUNDS ARE AVAILABLE AND A CAPITAL EXPENDITURE IS CONSIDERED ESSENTIAL TO ACCOMMODATE BAND EMPLOYEES ENGAGED IN THE DELIVERY OF NEWLY TRANSFERRED OR EXPANDED SERVICES FUNDED BY THE DEPARTMENT.

9. BAND EMPLOYEE BENEFITS

9.1 THE DEPARTMENT WILL CONTRIBUTE TOWARDS THE EMPLOYER'S SHARE OF BAND EMPLOYEE BENEFITS IN ACCORDANCE WITH THE POLICY AND PROCEDURES DEFINED IN PROGRAM CIRCULAR D.5, BAND EMPLOYEE BENEFIT PLANS. EFFECTIVE APRIL 1, 1984.

9.2 SCALES OF ENTITLEMENT TO BAND SUPPORT FUNDING FOR 1984-85 AND SUCCEEDING YEARS WILL BE ADJUSTED TO TAKE THE BAND EMPLOYEE BENEFITS PROGRAM SERVICE INTO ACCOUNT.

SECTION 3

IN ORDER TO CALCULATE THE AMOUNT OF FUNDING TO WHICH A BAND IS ENTITLED, TABLES HAVE BEEN PREPARED BASED ON AN ANALYSIS OF BAND REQUIREMENTS IN TERMS OF SALARIES, ALLOWANCES, TRAVEL, HEAT, LIGHT, REPAIRS, MAINTENANCE ETC. AS THEY APPLY TO THE EFFECTIVE CONDUCT OF BAND BUSINESS AND THE ADMINISTRATIVE STRUCTURE WHICH IS NECESSARY TO SUPERVISE THE DELIVERY OF SERVICES, AND PROVIDE AN ACCOUNTING AND GENERAL SUPPORT FUNCTION TO THE COUNCIL.

THE TABLES ARE SUB-DIVIDED INTO TWO COST CATEGORIES-LOCATION SENSITIVE COSTS (TRAVEL, UTILITIES, TELEPHONE & SUPPLIES) AND OTHER COSTS WHICH ARE NOT DIRECTLY AFFECTED BY THE GEOGRAPHICAL LOCATION OF THE COMMUNITY (SALARIES, ALLOWANCES, FRINGE BENEFITS, POSTAGE, BANK CHARGES ETC). THE PURPOSE OF THIS DIVISION IS TO FACILITATE THE APPLICATION OF COMPARATIVE COST INDICES WHICH WILL, FOR EVERY BAND, TAKE INTO ACCOUNT THE ADDITIONAL COSTS WHICH ARE NECESSARILY INCURRED AS A RESULT OF LOCATION WHETHER IT IS DUE TO THEIR MODE OF ACCESS (CAR, AIR) OR THE LENGTH AND SEVERITY OF THE HEATING SEASON.

A TOTAL OF 11 TABLES ARE USED IN CONJUNCTION WITH THE CALCULATION FORM (SECTION 4), TO ARRIVE AT THE TOTAL AMOUNT OF FUNDING WHICH A BAND MAY BE ELIGIBLE TO RECEIVE. EACH TABLE WILL BE AMENDED BY HEADQUARTERS ON AN ANNUAL BASIS TO INCORPORATE CHANGES AS AUTHORIZED BY TREASURY BOARD.

INDEX OF TABLES

TABLE 1 COUNCIL COMPONENT

- | | | | | | |
|----|--|----|-----------|---|-----------|
| 2 | BASIC PROGRAM SERVICES | \$ | - | - | 0-60,000 |
| 3 | BASIC PROGRAM SERVICES | \$ | 60,001 | - | 240,000 |
| 4 | BASIC PROGRAM SERVICES | \$ | 240,001 | - | 600,000 |
| 5 | BASIC PROGRAM SERVICES | \$ | 600,001 | - | 1,200,000 |
| 6 | BASIC PROGRAM SERVICES | \$ | 1,200,001 | - | 2,400,000 |
| 7 | BASIC PROGRAM SERVICES OVER \$2,400,000. | | | | |
| 8 | UNIT COSTS OF SPECIAL PROGRAMS. | | | | |
| 9 | SERVICE EMPLOYEE OFFICE COSTS. | | | | |
| 10 | AUDIT AND PROFESSIONAL FEES. | | | | |
| 11 | GEOGRAPHIC CLASSIFICATION. | | | | |
| 12 | REMOTENESS AND ENVIRONMENTAL INDICES. | | | | |

TABLE N° 1

GENERAL MANAGEMENT

<u>BAND MEMBERSHIP</u>	<u>COST-SENS.</u>	<u>NON COST - SENSITIVE</u>	<u>TOTAL</u>	
0-99	64	175	239	PER CAPITA
100-199	6,437	17,490	23,927	
200-299	8,312	24,490	32,802	
300-399	11,530	33,660	45,190	
400-499	12,873	34,980	47,853	
500-599	14,216	36,300	50,516	
600-699	15,559	37,620	53,179	
700-799	16,902	38,940	55,842	
800-899	18,245	40,260	58,505	
900-999	19,588	41,580	61,168	
1000-1099	20,931	42,900	63,831	
1100-1199	22,274	44,220	66,494	
1200-	23,617	45,540	69,157	

TABLE N° 2

BASIC PROGRAM SERVICES \$0-60,000

RESIDENT POPULATION	COST-SENS.	NON COST - SENSITIVE	TOTAL	
0-99	39	67	106	PER CAPITA
100-199	3,923	6,732	10,655	
200-299	5,885	10,098	15,983	
300-399	7,847	13,464	21,311	
400-499	8,252	14,214	22,461	
500-599	8,657	14,964	23,611	
600-699	9,062	15,714	24,761	
700-799	9,467	16,464	25,911	
800-899	9,872	17,214	27,061	
900-999	10,277	17,964	28,211	
1000-1099	10,682	18,714	29,361	
1100-1199	11,087	19,464	30,511	
1200-1299	11,492	20,214	31,661	
1300-1399	11,897	20,964	32,811	
1400-1499	12,302	21,714	33,961	
1500-1599	12,707	22,464	35,111	
1600-1699	13,112	23,214	36,261	
1700-1799	13,517	23,964	37,411	
1800-1899	13,922	24,714	38,561	
1900-1999	14,327	25,464	39,711	
2000-2099	14,732	26,214	40,861	
2100-2199	15,137	26,964	42,011	
ADD	405	750	1,150	

FOR EACH ADDITIONAL 100 POPULATION

TABLE N° 3

BASIC PROGRAM SERVICES \$60,001-240,000.

RESIDENT POPULATION	COST-SENS.	NON COST - SENSITIVE	TOTAL
0-99	62	163	225 PER CAPITA
100-199	6,214	16,371	22,585
200-299	9,322	24,556	33,878
300-399	12,429	32,742	45,171
400-499	13,079	34,382	47,461
500-599	13,729	36,022	49,751
600-699	14,379	37,662	52,041
700-799	15,029	39,302	54,331
800-899	15,679	40,942	56,621
900-999	16,329	42,582	58,911
1000-1099	16,979	44,222	61,201
1100-1199	17,629	45,862	63,491
1200-1299	18,279	47,502	65,781
1300-1399	18,929	49,142	68,071
1400-1499	19,579	50,782	70,361
1500-1599	20,229	52,422	72,651
1600-1699	20,879	54,062	74,941
1700-1799	21,529	55,702	77,231
1800-1899	22,179	57,342	79,521
1900-1999	22,829	58,982	81,811
2000-2099	23,479	60,622	84,101
2100-2199	24,129	62,262	86,391
ADD	650	1,640	2,290

FOR EACH ADDITIONAL 100 POPULATION

TABLE N° 4

BASIC PROGRAM SERVICES \$240,001 - 600,000

RESIDENT POPULATION	COST-SENS.	NON COST - SENSITIVE	TOTAL	
0-99	77	235	312	PER CAPITA
100-199	7,715	23,546	31,261	
200-299	11,572	35,319	46,891	
300-399	15,430	47,092	62,522	
400-499	15,995	48,817	64,812	
500-599	16,560	50,542	67,102	
600-699	17,125	52,267	69,392	
700-799	17,690	53,992	71,682	
800-899	18,255	55,717	73,972	
900-999	18,820	57,442	76,262	
1000-1099	19,385	59,167	78,552	
1100-1199	19,950	60,892	80,842	
1200-1299	20,515	62,617	83,132	
1300-1399	21,080	64,342	85,422	
1400-1499	21,645	66,067	87,712	
1500-1599	22,210	67,792	90,002	
1600-1699	22,775	69,517	92,292	
1700-1799	23,340	71,242	94,582	
1800-1899	23,905	72,967	96,872	
1900-1999	24,470	74,692	99,162	
2000-2099	25,035	76,417	101,452	
2100-2199	25,600	68,520	103,742	
ADD	565	1,725	2,290	

FOR EACH ADDITIONAL 100 POPULATION

TABLE N° 5

BASIC PROGRAM SERVICES \$600,001 - 1,200,000.

RESIDENT POPULATION	COST-SENS.	NON COST - SENSITIVE	TOTAL	
0-99	94	286	380	PER CAPITA
100-199	9,414	28,606	38,020	
200-299	14,122	42,909	57,031	
300-399	18,829	57,212	76,041	
400-499	19,394	58,937	78,331	
500-599	19,959	60,662	80,621	
600-699	20,524	62,387	82,911	
700-799	21,089	64,112	85,201	
800-899	21,654	65,837	87,491	
900-999	22,219	67,562	89,781	
1000-1099	22,784	69,287	92,071	
1100-1199	23,349	71,012	94,361	
1200-1299	23,914	72,737	96,651	
1300-1399	24,479	74,462	98,941	
1400-1499	25,044	76,187	101,231	
1500-1599	25,609	77,912	103,521	
1600-1699	26,174	79,637	105,811	
1700-1799	26,739	81,362	108,101	
1800-1899	27,304	83,087	110,391	
1900-1999	27,869	84,812	112,681	
2000-2099	28,434	86,537	114,971	
2100-2199	28,999	88,262	117,261	
ADD	565	1,725	2,290	

FOR EACH ADDITIONAL 100 POPULATION

TABLE N° 6

BASIC PROGRAM SERVICES \$1,200,001 - 2,400,000.

RESIDENT POPULATION	COST-SENS.	NON COST - SENSITIVE	TOTAL
0-99	128	407	535 PER CAPITA
100-199	12,826	40,750	53,576
200-299	19,240	61,125	80,365
300-399	25,653	81,500	107,153
400-499	26,198	83,235	109,433
500-599	26,743	84,970	111,713
600-699	27,288	86,705	113,993
700-799	27,833	88,440	116,173
800-899	28,378	90,175	118,553
900-999	28,923	91,910	120,833
1000-1099	29,468	93,645	123,113
1100-1199	30,013	95,380	125,393
1200-1299	30,558	97,115	127,673
1300-1399	31,103	98,850	129,953
1400-1499	31,648	100,585	132,133
1500-1599	32,193	102,320	134,513
1600-1699	32,738	104,055	136,793
1700-1799	33,283	105,790	139,073
1800-1899	33,828	107,525	141,353
1900-1999	34,373	109,260	143,633
2000-2099	34,918	110,995	145,913
2100-2199	35,463	112,730	148,193
ADD	545	1,735	2,280

FOR EACH ADDITIONAL 100 POPULATION

TABLE N° 7

BASIC PROGRAM SERVICES OVER \$2,400,000.

RESIDENT POPULATION	COST-SENS.	NON COST - SENSITIVE	TOTAL	
0-99	147	506	653	PER CAPITA
100-199	14,794	50,645	65,439	
200-299	22,192	75,967	98,159	
300-399	29,589	101,290	130,879	
400-499	30,102	103,047	133,149	
500-599	30,615	104,804	135,419	
600-699	31,128	106,561	137,689	
700-799	31,641	108,318	139,959	
800-899	32,154	110,075	142,229	
900-999	32,667	111,832	144,499	
1000-1099	33,180	113,589	146,769	
1100-1199	33,693	115,346	149,039	
1200-1299	34,206	117,103	151,309	
1300-1399	34,719	118,860	153,579	
1400-1499	35,232	120,617	155,849	
1500-1599	35,745	122,374	158,119	
1600-1699	36,258	124,131	160,389	
1700-1799	36,771	125,888	162,659	
1800-1899	37,284	127,645	164,929	
1900-1999	37,797	129,402	167,199	
2000-2099	38,310	131,159	169,469	
2100-2199	38,823	132,916	171,739	
ADD	513	1,757	2,270	

FOR EACH ADDITIONAL 100 POPULATION

TABLE N° 8

UNIT COST OF SPECIAL PROGRAMS

1. INCOME SUPPORT - PAID MONTHLY - 25.00 ANNUALLY PER CASE-MONTH
- PAID BI-WEEKLY - 50.00 ANNUALLY PER CASE MONTH
BASED ON THE AVERAGE MONTHLY CASE-LOAD OF THE
PREVIOUS FISCAL YEAR.

2. NON-FEDERAL TUITION OR TRANSPORTATION AGREEMENTS

\$0 - 10,000 - 100.00

\$10,000 - 50,000 - 500.00

OVER \$50,000 - 1,000.00

3. MUNICIPAL SERVICE AGREEMENTS

\$0-10,000 - 100.00

\$10,000 - 50,000 - 500.00

AND OVER \$50,000 - 1,000.00

TABLE N° 9

SERVICE EMPLOYEE OFFICE COSTS.

FOR EACH CONTINUING BAND EMPLOYEE CERTIFIED BY THE RESPONSIBLE
DEPARTMENTAL PROGRAM MANAGER AS BEING NECESSARY TO THE EFFECTIVE
DELIVERY OF A SERVICE FUNDED BY THE DEPARTMENT, WHOSE SALARY, FRINGE
BENEFITS, TRAVEL AND TRAINING IS PROVIDED BY WAY OF DEPARTMENTAL
CONTRIBUTION, AND WHO IS PROVIDED WITH OFFICE SPACE IN THE BAND OFFICE
(OR SUB-OFFICE WHEN THE BAND SERVICES MORE THAN ONE RESERVE)

C.S.	N.C.S.	TOTAL
3,000	1,000	4,000

TABLE N° 10

AUDIT AND INCIDENTAL PROFESSIONAL FEES.

1. ALL BANDS ARE ELIGIBLE TO RECEIVE 0.5% OF THE TOTAL DEPARTMENTAL CONTRIBUTIONS MANAGED PLUS \$1.00 FOR EACH BAND MEMBER.
2. REMOTE AND SPECIAL ACCESS BANDS ARE ELIGIBLE TO RECEIVE AN ADDITIONAL CONTRIBUTION OF UP TO A MAXIMUM OF \$1,000 TOWARD THE ACTUAL COST OF TRANSPORTATION AND EXPENSES AT APPLICABLE TREASURY BOARD APPROVED RATES FOR ONE AUDITOR TO MAKE 2 TRIPS TO THE RESERVE FOR A TOTAL OF 7 DAYS DURATION.
3. BANDS WHOSE AUDIT IS CONDUCTED BY THE DEPARTMENT ARE NOT ELIGIBLE TO RECEIVE A CONTRIBUTION FOR AUDIT, BUT MAY RECEIVE THE 'PROFESSIONAL' ALLOCATION OF \$1.00 PER BAND MEMBER.

TABLE N° 11

GEOGRAPHIC CLASSIFICATION

1. REGIONAL CENTRES

A REGIONAL CENTRE IS DEFINED AS "THE NEAREST LOCATION TO WHICH A BAND MUST REFER TO GAIN ACCESS TO GOVERNMENT SERVICES, BANKS AND SUPPLIERS."

2. BAND CLASSIFICATION

(A) REMOTENESS

URBAN - WITHIN 50KM (30 MILES) OF A REGIONAL CENTRE

RURAL - BETWEEN 50-350 KM (30-220 MILES) OF A REGIONAL CENTRE

REMOTE - OVER 350 KM (220 MILES) FROM A REGIONAL CENTRE.

THE BANDS IN THESE CATEGORIES WILL HAVE YEAR-ROUND ACCESS BY ROAD (PAVED OR GRAVEL) AND THE DISTANCES REFERRED TO ARE DIRECT DISTANCES.

SPECIAL ACCESS (S.A.) BANDS HAVE ACCESS TO THE REGIONAL CENTRE BY AIR OR BOAT (USUALLY AIR). THESE ARE DIVIDED INTO THE FOLLOWING ZONES, ACCORDING TO THEIR DISTANCE FROM THE REGIONAL CENTRE.

ZONE 0 UP TO 50 KM (CLASSIFIED AS RURAL)

- 1 50 - 160 KM (30 - 100 MILES)
- 2 160 - 240 KM (100 - 150 MILES)
- 3 240 - 320 KM (150 - 200 MILES)
- 4 320 - 400 KM (200 - 250 MILES)
- 5 400 - 480 KM (250 - 300 MILES)
- 6 OVER 480 KM (300 MILES)

(B) ENVIRONMENTAL

- | | |
|------------------------------|-----|
| ON OR BELOW 45° LATITUDE | - A |
| ABVE 45° UP TO 50° LATITUDE | - B |
| ABOVE 50° UP TO 55° LATITUDE | - C |
| ABOVE 55° LATITUDE | - D |

E.G. A BAND WHICH MUST TRAVEL BETWEEN 200-250 MILES BY AIR TO ITS REGIONAL CENTRE, AND WHICH IS LOCATED BETWEEN 50-55° LATITUDE WILL BE CLASSIFIED AS "SA ZONE 4C"

CLASSIFICATION	REMOTENESS INDEX				ENVIRONMENTAL INDEX			
	A	B	C	D	A	B	C	D
URBAN	0.00	.08	.12	0.20	0.00	0.40	0.60	1.00
RURAL	0.10	.18	0.22	0.30	0.00	0.40	0.60	1.00
REMOTE	0.40	.48	0.52	0.60	0.05	0.47	0.68	1.10
SPECIAL ACCESS 0	0.10	.18	0.22	0.30	0.00	0.40	0.60	1.00
1	0.35	0.45	0.50	0.60	0.20	0.68	0.92	1.40
2	0.45	0.55	0.63	0.74	0.40	0.96	1.24	1.80
3	0.65	0.75	0.82	0.95	0.60	1.24	1.56	2.20
4	0.80	0.92	1.00	1.04	0.80	1.52	1.88	2.60
5	0.95	1.10	1.18	1.35	1.00	1.80	2.20	3.00
6	1.10	1.25	1.35	1.65	1.20	2.08	2.52	3.40

SELECT THE CLASSIFICATION OF THE BAND IN THE LEFT HAND COLUMN AND READ ACROSS TO THE APPROPRIATE COLUMNS TO DETERMINE REMOTENESS AND ENVIRONMENTAL INDICES.

SECTION 4

INSTRUCTIONS FOR CALCULATION

THE FOLLOWING INFORMATION MUST BE UPDATED ANNUALLY OR WHENEVER THERE IS A CHANGE IN SERVICES DELIVERED BY THE BAND TO FORM A COMPREHENSIVE PROFILE OF THE BAND AND THE PROGRAMS WHICH IT IS DELIVERING.

- 1) LATEST OFFICIAL TOTAL BAND MEMBERSHIP. THERE MAY, IN SOME INSTANCES, BE A SIGNIFICANT DIFFERENCE BETWEEN THIS FIGURE AND THE PRESENT ACTUAL MEMBERSHIP CLAIMED BY THE BAND AND VERIFIED BY THE DEPARTMENT'S FIELD OFFICE. IF SO, PLEASE SPECIFY WHICH FIGURE IS USED, AND PROVIDE APPROPRIATE CERTIFICATION.
- 2) CURRENT RESIDENT POPULATION. MANY BANDS MAINTAIN ACCURATE RECORDS OR CAN DO A COUNT USING BAND LISTS. POPULATION FIGURES MUST BE VERIFIED AGAINST OFFICIAL LISTINGS.
- 3) THE NUMBER OF EDUCATION AGREEMENTS BEING ADMINISTERED BY THE BAND WITH EITHER PROVINCIAL AUTHORITIES OR BAND EDUCATION AUTHORITIES.
- 4) THE TOTAL DOLLAR VALUE OF THE EDUCATION AGREEMENTS.

- 5) THE AVERAGE MONTHLY CASELOAD OF INCOME SUPPORT PROGRAMS (GENERAL WELFARE, SPECIAL NEEDS, FOSTER CARE, ETC.) FOR THE PRECEDING YEAR IN ORDER TO ESTABLISH THE NUMBER OF CHEQUES ISSUED. IT MUST ALSO BE DETERMINED WHETHER ASSISTANCE IS NORMALLY PAID MONTHLY OR BI-WEEKLY.
- 6) THE TOTAL DOLLAR VALUE OF INCOME SUPPORT PROGRAMS.
- 7) THE NUMBER AND VALUE OF MAJOR CAPITAL PROJECTS. ARE THESE BEING PHYSICALLY DELIVERED BY THE BAND? IF SO, ENSURE THAT ALL PROJECT COSTS ARE PROVIDED IN THE PROJECT BUDGET.
- 8) THE DOLLAR VALUE OF O & M BEING ADMINISTERED BY THE BAND FOR ALL OTHER PURPOSES (BY PLANNING ELEMENT).
- 9) THE DOLLAR VALUE OF MINOR CAPITAL BEING DELIVERED BY BAND INCLUDING THE DEPARTMENTS CONTRIBUTION TOWARDS HOUSING PROJECTS.
- 10) THE NUMBER OF BAND EMPLOYEES PAID THROUGH PROGRAM CONTRIBUTION WHO REQUIRE SPACE IN THE BAND OFFICE. (I.E. DIRECTLY ENGAGED IN THE DELIVERY OF DEPARTMENTALLY FUNDED SERVICE) THIS WOULD

INCLUDE SUCH EMPLOYEES AS WELFARE AIDES, EDUCATION CLERKS, ETC., BUT WOULD NOT INCLUDE BUS DRIVERS, GARBAGE COLLECTORS, OR ANY OTHER POSITION NOT NORMALLY REQUIRING BAND OFFICE SPACE.

- 11) BAND CLASSIFICATION FOR REMOTENESS AND ENVIRONMENTAL INDICES, AS IDENTIFIED IN THE LISTING ISSUED BY HOUSING AND BAND SUPPORT BRANCH, NATIONAL HEADQUARTERS.

REFERRING TO WORKSHEET BSF

- (A) COMPLETE ITEMS 1, 5 AND 6.
- (B) COMPLETE ITEM 2 BY REFERRING TO THE INSTRUCTION IN THE GEOGRAPHICAL CLASSIFICATION SECTION (TABLE 11) OF THE MANUAL.
- (C) COMPLETE ITEMS 3 & 4 BY REFERRING TO THE LATEST OFFICIAL BAND MEMBERSHIP STATISTICS RELEASED BY RESERVES AND TRUSTS. NOTE - IF THE BAND IS ABLE TO SUBSTANTIATE A HIGHER (OR LOWER) FIGURE FOR BAND MEMBERSHIP OR RESIDENT POPULATION, THE BAND'S FIGURE SHOULD BE USED AND A NOTATION MADE TO THIS EFFECT.

- (D) ITEM 7 REFERS TO THE NEED FOR ADJUSTMENTS AS THE YEAR PROGRESSES AND NEW PROGRAMS ARE TAKEN ON BY THE BAND. YOU SHOULD START WITH A '0' AT THE BEGINNING OF EACH FISCAL YEAR (E.G. 82-83/0, 82-83/1 ETC.).
- (E) ITEM 8 - ENTER THE TOTAL DOLLAR VALUE IN COLUMN (A), THE NUMBER OF AGREEMENTS IN COLUMN (B), AND THE NUMBER OF PERSONS PAID BY EDUCATION CONTRIBUTION TO ADMINISTER EDUCATION AGREEMENTS WITH SCHOOL BOARDS IN COLUMN (C) IF THEY ARE PROVIDED WITH BAND OFFICE SPACE.
- (F) ITEM 9 - ENTER THE TOTAL DOLLAR VALUE IN COLUMN (A), THE AVERAGE MONTHLY CASELOAD (ANNUAL DIVIDED BY 12) IN COLUMN B AND PERSON-YEARS IN COLUMN (C) IF THEY ARE PROVIDED WITH BAND OFFICE SPACE.
- (G) ITEM 10 - ENTER THE MAJOR CAPITAL DOLLARS IN COLUMN (A), NUMBER OF PROJECTS IN COLUMN (B).
- (H) USE 11 AND 12 TO ACCOUNT FOR OTHER PROJECTS AND SERVICES CONTRACTED BY THE BAND.

(I) TOTAL COLUMN A AND COLUMN C TO ARRIVE AT MAJOR PROGRAM DOLLARS AND PERSON-YEARS. (ITEM 13). TRANSFER THESE TOTALS TO ITEM 22 UNIT COSTS.

(J) COMPLETE ITEMS 14-20 BY ENTERING TOTAL PROGRAM VALUE IN COLUMN (A), AND ATTACHED PERSON-YEARS IN COLUMN (C). MAKE SURE YOU COUNT ONLY THOSE PERSONS USING BAND OFFICE SPACE IN COLUMN (C).
DO NOT INCLUDE BAND ADMINISTRATIVE STAFF PAID FROM BAND SUPPORT BUDGETS.

(K) ADD COLUMNS A AND C TO ARRIVE AT A SUB-TOTAL FOR BASIC SERVICES (ITEM 21).

(L) COMPLETE GRAND TOTAL ITEM 23 BY ADDING 21 AND 22.

XX YOU HAVE NOW COMPLETED THE BAND SERVICE PROFILE. XX

REFERRING TO THE CALCULATION BLOCK.

(M) COMPLETE ITEM 24 BY REFERRING TO ELIGIBILITY TABLE 1.

- (N) COMPLETE ITEM 25 BY REFERRING TO TABLES 2-7. NOTE - THE PROGRAM LEVEL USED IN THIS CALCULATION IS ITEM (21) (BASIC SERVICES DELIVERED).
- (O) ENTER THE BANDS REMOTENESS INDEX IN ITEM 26, AND MULTIPLY IT BY THE SUM OF THE CS COLUMN. ENTER THE FIGURE.
- (P) ENTER THE NUMBER OF EDUCATION AND OTHER CONTRACTUAL AGREEMENTS AT ITEM 27 AND ALLOW COMPENSATION IN ACCORDANCE WITH TABLE 8.
- (Q) ENTER THE AVERAGE MONTHLY INCOME SUPPORT CASELOAD IN ITEM 28 AND ALLOW COMPENSATION IN ACCORDANCE WITH TABLE 8.
- (R) ENTER THE TOTAL NUMBER OF BAND SERVICE DELIVERY STAFF WHO ARE NECESSARY TO DELIVER DEPARTMENTALLY-FUNDED SERVICES IN ITEM 29.
NOTE THAT ONLY THOSE REQUIRING SPACE IN THE BAND OFFICE SHOULD BE LISTED. EXTENDED THE ALLOCATION WITH REFERENCE TO TABLE 9.
- (S) ENTER THE ENVIRONMENTAL INDEX IN ITEM 30, AND MULTIPLY BY ITEM 29 (CS). REFER TO TABLE 11.

- (T) CALCULATE ALLOWABLE AUDIT AND PROFESSIONAL FEES USING TABLE 10.
- (U) ENTER THE AUDIT AND PROFESSIONAL ALLOWANCE IN ITEM 32.
- (V) ENTER IN ITEM 33 ANY ADJUSTMENT NECESSARY DUE TO UNDER OR OVERFUNDING TO THE BAND IN THE PREVIOUS YEARS (EFFECTIVE 1984-85).
- (W) CALCULATE THE ADJUSTED ENTITLEMENT (34).
- XX YOU HAVE NOW ESTABLISHED THE AMOUNT OF FUNDS WHICH THE BAND MAY BE ELIGIBLE TO RECEIVE, AND YOU MAY ENTER INTO A SINGLE OR COMPREHENSIVE CONTRIBUTION ARRANGEMENT WHICH CONTAINS THE TERMS AND CONDITIONS SPECIFIED IN INDIAN-INUIT PROGRAM CIRCULAR D-6. XX