

Dave Archambault II

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August 26, 2016

Administration for Children and Families
Office of Community Services
Division of Energy Assistance
Washington, DC

Dear Sir:

I, Dave Archambault II, Chairman of the Standing Rock Sioux Tribe, delegate my authority to Irma Walking Elk, LIHEAP Director, to certify the 16 assurances outlined in the Low Income Home Energy Assistance Act of 1981, as amended, and otherwise perform all necessary functions to properly administer the Low Income Home Energy Assistance Program.

If you should have any questions, please contact my office at 701-854-8500. Thank you.

Sincerely,

Dave Archambault II, Chairman
Standing Rock Sioux Tribe

STANDING ROCK SIOUX TRIBE

LOW INCOME HOME ENERGY ASSISTANCE PROGRAM

APPEALS PROCESS

The Appeals Process for the Standing Rock Sioux Tribe/Low Income Home Energy Assistance Program will be as follows:

1. The Claimant must notify the LIHEAP office of his/her intent to appeal within (60) sixty days of received Notice of Eligibility or Denial.
2. The LIHEAP Energy Coordinator will be the first level in the Appeals Process. If the household/claimant is dissatisfied with the decision at the first level, he/she may appeal to the Health, Education and Welfare Committee of the Standing Rock Sioux Tribe.
3. The HEW Committee of the Tribe will be the second level in the hearing process. If the claimant is dissatisfied with the decision of the HEW Committee, he/she may appeal to the Standing Rock Sioux Tribal Council.
4. The Standing Rock Sioux Tribal Council will be the final step in the Appeals Process. **The decision of the Tribal Council will be final.**

The Standing Rock Sioux Tribe assures that the hearing will meet the following standards:

1. The hearing will be held in a location, which is convenient to the claimant. The claimant will be contacted in writing as to the date and place of the hearing. Hearings must be held within (30) thirty days after you have notified the LIHEAP office of your intent to appeal.
2. The claimant will be allowed to review his/her file at the LIHEAP office to check for error or misunderstandings that may have occurred on the application or verification of income. This review will be allowed prior to the hearing.
3. An employee of the Tribal office in Administration will act as hearing officer in the case of second and third level appeals. This employee is not involved in the decision; which is being appealed.

The Claimant has the following rights:

1. A representative may accompany him/her to the hearing.
2. Will be allowed to present oral and written statements and other evidence.
3. Have witnesses present at the hearing.
4. Cross-examine witnesses.
5. Bring an interpreter, if needed.

All testimony will be given as an oath of truth and the hearing will be recorded and the decision will be based on the record.