Kiowa Tribe of Oklahoma
Supplemental Youth Service Program (SYSP)

Postal Box 363 * Carnegie, OK 73015

Phone # (580) 654-2953 * or main number # (580) 654-2300 Ex. 6418*

INTAKE FLOW CHART

ELIGIBILTIY REQUIREMENTS:

1. Reside in **Caddo, Kiowa, Jackson, Harmon, Greer, and Tillman Counties of Oklahoma only.**

2. Be between the ages of 16-24. Must be 16 or not turn 25 before deadline date of May 19, 2023 for Session 1. All classroom training applicants will need to meet age requirements for Session 1.

3. Be a member of a federally recognized Tribe must have roll number (CDIB).

4. Review application for any questions and/or errors.

5. Application must be complete along with **ALL** supporting documents (which include, but are not limited to):

DOCUMENTS NEEDED FOR ELIGIBILITY:

(A)   FAMILY INCOME:

Pay stubs from previous employer, Unemployment Insurance (U.I.) Documents, Grant Award Letters (BIA/Tribal Grants, Pell, etc.), Public Assistance Award Letters (TANF, Food Stamps, Commodities, SSI, VA, Disability, etc.) Letter from employer on letterhead stating wages. **All family income received in the past six (6) months prior to application date must be submitted.**

(B)   RESIDENTIAL ADDRESS:

Utility Bill w/address on it, Rent Receipt, Driver's License, Cancelled Checks, Voter's Card, or Postmarked Mail.

(C)   DEGREE OF INDIAN BLOOD:

Tribal Enrollment Card or BIA Certification with Roll Number.

(D)   BIRTHDATE AGE:

Birth Certificate, Driver's License, State ID or work permit.

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED

Once Prescreening is complete and eligibility has been determined by the Intake Staff, the application will be sent to the Director to approve eligibility. Once determined, eligible, the applicant will be asked to complete program activity questionnaire. Additional documentation will be needed to complete calculation in accordance to the point criteria for the selection process. Grade submission is very important to get maximum points. You can get points for early submission if you turn in application and support documentation a week before the deadline. No later than May 19, 2023, for session 1. Classroom Training participants will participate in session 1 ONLY!

► **For Pre-Caution an applicant has to have the COVID Test done for their file to be complete.**
Deadlines are at the close of business 4:30 PM on dates listed above