



United States Department of the Interior

Central California Agency  
650 Capitol Mall, Suite 8-300  
Sacramento, CA 95814

IN REPLY REFER TO

APR - 9 2002

*Truly sent back  
Changes 4/9/02  
Ry T.*

Ms. Bilyie Burley, Chairperson  
California Valley Miwok Tribe  
1055 Winter Court  
Tracy, California 95376

Dear Ms. Burley:

The purpose of this letter is to follow up on the meeting held at the Central California Agency (Agency) on March 26, 2002, between myself and staff and representatives from the California Valley Miwok Tribe (Tribe). Additionally, this letter will serve as to provide you with recommendations regarding the Aid To Government program portion of the Tribe's FY 2002-2004 Self-Determination Contract Renewal Proposal, received at the Agency on December 7, 2001.

As discussed at our March 2002 meeting, the tribe needs to incorporate program standards for the use of federal funds that will be allocated to the Aid-To-Tribal Government Program in the Tribe's FY 2002-2004, P.L. 93- 638 contract.

Development of both an election ordinance and Enrollment ordinance are important tools for the tribe to use as you grow and expand your governmental capabilities. Therefore, for the tribe's consideration, the Agency proposes the following program standards:

(A) Aid To Tribal Government

(i) Enrollment Services:

- (a) The contractor, in accordance with an effective constitution and other relevant laws, regulations, policies and procedures, shall:
  - (i) Maintain the membership roll.
  - (ii) process all enrollment appeals to assure due process and equal protection of individual rights.
  - (iii) update the eligible voters list.

(ii) Tribal Enactments:

- (a) The contractor shall develop an appropriate constitution and submit such constitution to the BIA in conformance with Federal Law requirements, by the expiration date of the FY2002 Annual Funding Agreement.

- (b) The Contractor shall develop, revise, implement and maintain Tribal ordinances, resolutions, regulations, policies and procedures, as necessary, in accordance with an effective constitution and other relevant Tribal laws, regulations, policies, and procedures.

(iii) Tribal Governance:

1. The Contractor, in accordance with an effective constitution and other relevant laws, regulations, policies and procedures, shall:

- (i) conduct Tribal Elections, and submit a completed Report Tribal Election Form to the Agency within a reasonable time after the election;
- (ii) process election appeals, to assure due process and equal protection of individual rights;
- (iii) conduct meetings of the Tribe's governing body;
- (iv) respond to requests for information from Indian people served or represented by the contractor, in compliance with Section 50 of the Indian Self-Determination Act (25 USC 450c), as amended;
- (v) obtain legal services as necessary for, but not limited to the development of tribal enactments and the review of proposed Tribal actions, and shall obtain Secretarial approval of all attorney contracts, if required by Tribal law.

(iv) Labor Force Reports:

- (a) The contractor shall compile and maintain the necessary statistical data for the preparation of Labor Force Reports every two years, beginning with the report for the period ending December 31, 2003, and submit such reports to the Bureau of Indian Affairs, Central California Agency, within established Timeframes.



(v) Tribal Administration:

- (b) The contractor shall conduct all aspects of program administration including but not limited to:
- (i) administrative decision making consistent with applicable Federal and Tribal laws, regulations, policies and procedures;
  - (ii) development and maintenance of Tribal program policies and procedures;
  - (iii) program planning, organization, implementation, monitoring and evaluation;
  - (iv) financial, personnel, and property management;
  - (v) development and maintenance of record keeping systems and databases necessary for the preparation of reports;

Training and Technical Assistance:

- (a) The contractor shall obtain training and technical assistance pertaining to the programs, functions, services and activities contracted herein, from third-party vendors, consistent with tribal laws, regulations, policies and procedures.
- (c) The Secretary shall provide training and technical assistance to the Tribe, upon the Tribe's written request and subject to the availability of resources, relative to the development, adoption and approval of Tribal enactments when mandated by Federal or Tribal law.

We cannot emphasize enough how critical it is to continue Tribal efforts to complete the formal reorganization process as defined by applicable Federal laws and to develop and enact key ordinances. With this in mind, please review our recommendations and advise us of the Tribe's decision relative to our recommendations.

We commend the Tribe on its efforts to develop a strong government through the development of appropriate Tribal laws. In the interests of furthering the development and capacity building activities of the Tribe, I extend the assistance of my staff, upon written request.

FROM : CALIFORNIA VALLEY MIWOK TRIBE  
APR-08-02 08:09 FROM: BIA CCA

FAX NO. : 209 834 0318

ID: 918 588 7510

Apr. 09 2002 09:30AM P5

PAGE 5/5

Should you have any questions with regard to this matter, please contact Raymond Fry,  
Tribal Operations Officer, at (916) 930-3794.

Sincerely,

*Raymond Fry*  
ACTING

Dale Rieling, Sr.  
Superintendent