



STATE OF WASHINGTON  
DEPARTMENT OF SOCIAL AND HEALTH SERVICES  
Office of Indian Policy  
PO Box 45105, Olympia WA 98504-5105

March 16, 2012

Dear Tribal Leader,

In our December 10, 2011 letter and January IPAC meeting, I announced that the Department is moving to an annual funding cycle for programs included in Contract Consolidation. Available on the Office of Indian Policy (OIP) website is the updated draft of the Contract Consolidation Guidelines (Guidelines) which have been revised to implement the new annual payment process for federally recognized tribes. We are requesting you and your designated staff comment on this draft by **April 30, 2012**. Please send any comments regarding the Guidelines to Doug North at [doug.north@dshs.wa.gov](mailto:doug.north@dshs.wa.gov).

The Guidelines are available online at <http://www.dshs.wa.gov/oip/contractconsol.shtml>. OIP will also email the draft Guidelines to your IPAC delegate(s) with a copy of this letter.

There are three versions of the Guidelines on the Department's OIP website: the current version, the draft version, and a marked-up version, showing which sections were changed. OIP requests that you specifically review the new sections III. B. Payment Procedures and Transfer of State Funding, and C. Reporting and Monitoring through Tribal Annual Report (pages 6 to 8). In addition, please review and comment on the new form templates (Appendix G) created by the programs for tribal reporting of programs in consolidation.

We anticipate the current Intergovernmental Agreements will need to be amended to reflect the new payment process in the Guidelines.

Should you have any questions or concerns about this new process, please feel free to contact me by phone at (360) 902-7816 or by email at [colleen.f.cawston@dshs.wa.gov](mailto:colleen.f.cawston@dshs.wa.gov).

Sincerely,

Colleen F. Cawston, MPA  
Senior Director

cc: IPAC Delegates  
Doug North, Program Manager  
Tribal Liaisons