



Purpose

This purpose of this policy is to provide a process for all citizen distributions that is fair, accurate, and transparent.

Definitions

“Distribution” means a distribution of monies by Toquaht Nation Government to Toquaht citizens as approved by the Executive from time to time by resolution.

“Children’s Distribution bank account” means the former Children’s Trust which is a bank account held by Toquaht Nation Government for the purpose of saving distribution funds for minor children until they reach their 18th birthday.

“Citizenship Register” means the list of Toquaht citizens maintained by the registrar in the Toquaht Nation Government Citizenship Act (Part 8).

“Minor children” means any Toquaht citizen under the age of eighteen (18) years old.

“TNG” means Toquaht Nation Government.

Eligibility

Eligible individuals must be:

- a) an individual on the Toquaht Nation Citizenship Register, in accordance with *Toquaht Nation Citizenship Act*, who is at least 18 years of age; or
- b) a guardian of a Toquaht child who is on the Citizenship Register and under the age of 18. Toquaht may require proof of guardianship.

General Provisions

- a) Toquaht Nation may, from time to time, choose to provide Toquaht citizens with a pre-determined distribution amount as approved in the Budget Act and/or by Executive resolution.
- b) Minor children will receive distributions made to Toquaht citizens but will be allocated to the Children’s Distribution bank account. Upon a child’s 18th birthday, the accumulated amount held, including any interest earned, will be released to the citizen upon application to the TNG. There may be times that Toquaht chooses to release distributions to children and/or the parents/guardians of children to address a specific need.



Process

- a. To facilitate timely and accurate distribution payments, Toquaht citizens will need to complete the “Toquaht Nation Application for Distribution” form (Schedule A). This will ensure that TNG has current personal information required to make payments and establish eligibility including mailing addresses, bank account information, and email addresses (for the purposes of direct deposit).
- b. Completed forms can be dropped off at the Toquaht office in Ucluelet, mailed, faxed, or emailed.

In-person: Toquaht Nation Administration – 1971 Peninsula Rd., Ucluelet, BC

Mail: Toquaht Nation, PO Box 759, Ucluelet, BC, V0R 3A0

Fax: 1-250-726-4403

Email: finance@toquaht.ca

- c) Toquaht will pay distributions through direct deposit.
- d) Citizens must ensure that Toquaht has their current banking information and will attach a void cheque or bank document indicating their bank number, transit number, and account number to their completed distribution application form. Returned deposits will require 45 days to reprocess.
- e) If a citizen cannot receive their distribution through direct deposit, they will indicate this on the Distribution application form and a cheque will be mailed out within 10 days of the electronic distribution date.
- f) Citizens residing outside of Canada are responsible for ensuring the Nation has correct international banking information, including the name and address of bank, account number and bank ID (aba/swift) prior to the distribution.
- g) Toquaht will deposit funds to the Children’s Distribution bank account based on the current citizenship list unless it is determined that monies will be given to children or parents, in which case, applications will need to be completed on behalf of children.

Implementation

This policy is implemented as of December 1, 2021.