



# PARTNERSHIP WITH NATIVE AMERICANS®

## Southwest Quarterly Newsletter

April 2018

Volume 13, Issue 2

### Program Partner Highlight

#### Inside this issue:

Program Partner Highlight	1
Service Highlight	2
Report Deadlines	2
In the Spotlight	2
Delivery Packet Information	3
4D Recruitment Long Term Solutions	3
Product Highlight	3
Deadlines	4

#### Our Vision

**Strong, self-sufficient Native American communities**

**PWNA DELIVERS ONLY NEEDED GOODS & SERVICES**

We want to make sure the products we send fit your needs. Please call us if they don't so that we can better serve you!

Kathryn Herrera is a Wellness Program Assistant who has been with the Tamaya Wellness Program (TWP) for 12 years. Prior to joining TWP (formerly named the Santa Ana Wellness Program, Kathryn served as a Community Health Representative, with the Healthy Heart Program.

The Tamaya Wellness program provides education pertaining to diabetes awareness and prevention, as well as heart issues and healthy heart management.

Kathryn first learned of PWNA from a neighboring program that attended a PWNA event in Albuquerque, NM. She quickly contacted PWNA and downloaded a request form from the partner website. Kathryn has been an active PWNA partner since April 2008.



**Kathryn Herrera  
Tamaya Wellness Center**

Kathryn and the Tamaya Wellness Center utilize PWNA's Healthy Living, Community Event and Holiday services. Clients look forward to participating in TWP activities and appreciate the PWNA-provided incentives they receive.

Kathryn appreciates the

“excellent support” she receives from PWNA drivers who make the trek to deliver her orders, and from PWNA staff for order follow ups. The light paperwork (guidelines, request forms and report forms) are user friendly, according to Kathryn, and they help her understand her responsibilities as a PWNA Program Partner.

When Kathryn is not working, she spends her time with her 4 grandkids (ages 2 months to 8 years young), often taking them outdoors for fun under the sun.

Kathryn wants other programs to know that PWNA is a great support program helping people in her community and on 60 reservations.

### Contact Us

Southwest Office  
1310 E. Riverview Drive  
Phoenix, AZ 85034  
(602) 340-8050 phone  
(602) 340-8055 fax

Richard Miller  
Program Manager  
[rmiller@nativepartnership.org](mailto:rmiller@nativepartnership.org)

Denise Suchy  
Special Projects Coordinator  
[dsuchy@nativepartnership.org](mailto:dsuchy@nativepartnership.org)

Questions about PWNA services or requests  
Shannon Hadley \* Leslie Escobar \* Andrew Yellow Bird  
Partner Development Coordinators  
[shadley@nativepartnership.org](mailto:shadley@nativepartnership.org)  
[ayellowbird@nativepartnership.org](mailto:ayellowbird@nativepartnership.org)  
[lescobar@nativepartnership.org](mailto:lescobar@nativepartnership.org)

Questions about your reports  
Cassandra Herrera  
Assistant Program Manager  
[cherrera@nativepartnership.org](mailto:cherrera@nativepartnership.org)

# Healthy Living Service

PWNA's **Healthy Living** service supports programs that are encouraging clients to participate in ongoing education or activities that promote community engagement, improved wellness, self-improvement, and personal growth. The Healthy Living Services supplies incentives to help increase participation in your reservation communities and meet your program goals.

If your organization is offering **health education or quality of life improvement programs** to Elders, parents, or youth, Healthy Living might help you achieve your program goals. To be eligible for the Healthy Living service, your program must be conducting regular classes, appointments, or home visits. Healthy Living Program Partners must keep accurate attendance logs and a sign out sheet to track and report distribution of the supplies we provide. Healthy Living supplies must only be distributed to participants attending the specified classes, appointments or home visits.

Healthy Living operates on a 30-day cycle, with the report due 30 days from the delivery date. Accurate and complete reporting is essential for ongoing participation in Healthy Living.

Pictured to the right is the updated Healthy Living Request form. To begin or continue using Healthy Living, please download this form from our partner website and fill it out completely to submit a request. **For a complete request, be sure to include two of your organization's goals.** Once received, your development coordinator will review the goals with you, and let you know when your request will be processed and delivered.

## Revised Healthy Living Request



**REQUEST**  
Page 1 of 2

Today's Date: \_\_\_\_\_

The following information is required to participate in the Healthy Living service, please make sure each section is completed:

Partner Organization Name:		Tribe Name:	
Address:		Office Phone #:	
City, State, Zip:		Office Fax #:	
Primary Contact:		Alternate Phone #: <i>(other than office number)</i>	
Title:		Email address:	
Secondary Contact:		Alternate Phone #: <i>(other than office number)</i>	
Title:		Email address:	

Is the storage location secure and lockable?  Yes  No

Delivery Location (e.g. Senior Center):	Dimension of Storage (e.g. 2 x 8):	X
Physical Driving Directions:		

Please list the goals of your organization:  
Goal 1: \_\_\_\_\_  
Goal 2: \_\_\_\_\_

Please help PWNA to understand how the Healthy Living Service is going to help your organization achieve, or make progress towards, the goal(s) listed above. Select your top 2 answers:

<input type="checkbox"/> Increased Resources	<input type="checkbox"/> Improved Community Engagement	<input type="checkbox"/> Improved Outreach	<input type="checkbox"/> Improved Education
<input type="checkbox"/> Improved Health	<input type="checkbox"/> Improved Public Safety	<input type="checkbox"/> Improved Programming	<input type="checkbox"/> Improved Results

Please explain how your 2 selections above will help you achieve your organizational goals: \_\_\_\_\_

How do you advertise your services, circle all that apply? Poster Newspaper Radio Phone Other: \_\_\_\_\_

What is the education provided to participant(s)? \_\_\_\_\_

Without duplicating, how many people are you planning to serve?  
 \* Everyone that will receive products must place signature on the participation log (sign out sheet) provided.  
 \* Total number of signatures should be close to the number expected.

Kids (0-10)	Youth (11-18)	Adults (19-64)	Elders (65+)	Total

How does your program offer services? (Check All That Apply)

	Frequency: Please Circle			Location: Please Circle	
<input type="checkbox"/> Appointments	Monthly	Weekly	Daily	on site	other:
<input type="checkbox"/> Home Visits	Monthly	Weekly	Daily	other:	
<input type="checkbox"/> Classes	Monthly	Weekly	Daily	on site	other:



1310 E. Riverview Dr. Phoenix, AZ 85034  
Tel: 602-340-8050 \* Toll Free: 877-281-0808 \* Fax: 602-340-8055  
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## In The Spotlight



**Andrew Yellow Bird**  
Development Coordinator

Andrew Yellow Bird, our Partner Development Coordinator serving Delivery Zones 1 and 4, joined PWNA in September 2017. Originally from North Dakota, he is an enrolled member of the Three Affiliated Tribes and is also affiliated with Navajo. Prior to PWNA, Andrew worked with the Salt River Pima-Maricopa Indian Community and attended Arizona State University to complete a Master's Degree in Communication Studies.

Andrew loves the opportunity to give back to Native communities, a quality instilled in him by his father. He enjoys talking with Program Partners and hearing daily how, by working together, we are making a difference in your communities. Andrew is excited to start visiting and meeting more of you throughout our Southwest service area!

## Report deadlines

**Due 30 days after delivery:**  
Healthy Living  
Community Events  
Food Pantry

**Due 90 days after delivery:**  
Residential  
Standard Food  
Animal Welfare

# New in your Delivery Packet this Quarter

In your delivery packet this quarter, we are including some answers to frequently asked questions. This includes information about our partner website, our zone delivery schedule, and the process that ensures you receive your shipments on time. Please review this information carefully and call us if you have any questions about your delivery zone and delivery timing. You can also find this information on our program partner website at [www.swnativepartners.org](http://www.swnativepartners.org).

## Two important things to remember for order processing:

- Keep all of your contact information up to date.
- Thoroughly complete all of your PWNA paperwork.

These two steps will help PWNA staff tremendously, and streamline processing of your requests without issue or delay.

## PARTNERSHIP WITH NATIVE AMERICANS (PWNA) REMINDERS

### PWNA Program Partner Website

[www.swnativepartners.org](http://www.swnativepartners.org) Please visit the Southwest PWNA website for current partner information. You can find information about services, the delivery week schedule, zone area information, and special service deadlines. You can also download the service request/report forms from the website.

### Have current contact information

Please keep PWNA informed with current phone numbers and email addresses to keep the communication open. We cannot send you a shipment if we are not able to communicate with you. Most times, we will need to reach you for follow up calls, special services or delivery information. *Missing a phone call could mean missing a delivery.*

### Secondary contact

It is extremely important to have a secondary contact on the account who is aware of the services you provide to be able to discuss your PWNA request/report renewal. A secondary contact should be able to provide information if the primary contact is not available for a follow up call. The secondary contact and Partner Development Coordinator should be able to discuss current inventory, shipment weeks, number of participants and any other information needed to process your renewal/request.

### Complete all form information

It is very important to completely fill out all forms. This will help PWNA have all information needed to process reports and be able to complete your requests. Reports or request can be held for lack of information or no follow up.

### Delivery is Monday through Friday 8:00 am to 5:00 pm

It is important to be available for your scheduled delivery with your staff/volunteers to assist the drivers. Our goal is to keep the deliveries running smoothly and the drivers on time. *Please respond* to the emailed delivery notification so we will know if you are available. If you will not be available, please have your secondary contact with volunteers available to receive your shipment

### Request/Report Renewal Information

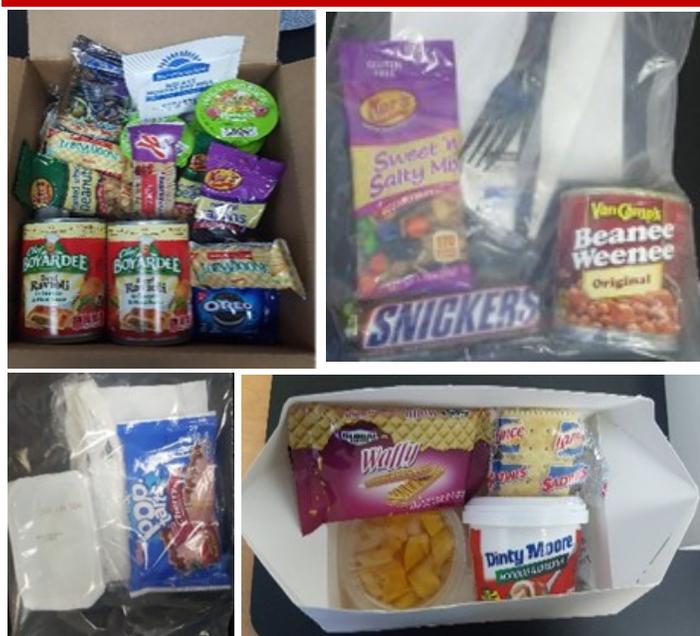
The cut-off deadline for all requests/report renewals is 4:00 pm Thursday 2 weeks prior to your Zone delivery week. The request/report renewal will have to be reviewed, if there are no questions it will be sent to the Partner Development Coordinator to be processed for a delivery in the current or following month. Please remember, a follow up call is required before a request/renewal can be processed for a delivery.

Your delivery week depends on what zone you are in.

April						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

← Zone 1 delivery week is the first week of the month.  
 ← Zone 2 delivery week is the second week of the month.  
 ← Zone 3 delivery week is the third week of the month.  
 ← Zone 4 delivery week is the fourth week of the month.

## Product Highlight



**It's healthy snack time!** PWNA has a variety of healthy snacks available for your participants after-school, between meals, or for lunch or dinner. These include:

- Prepackaged emergency meals in sealed bags
- 5-pound snack boxes with a variety of soups, crackers, raisins, fruit cups, cookies, peanuts and nonfat dry milk
- 1-pound snack boxes with a soup cup, fruit cup, cookie and crackers

Items in each snack box may vary. On your next follow up call, ask your Partner Development Coordinator about the snack packages on hand.



1310 E. Riverview Dr.  
Phoenix, AZ 85034  
Phone: (602) 340-8050  
Fax: (602) 340-8055  
Toll Free: 877-281-0808

OUR MISSION:

Serving immediate needs.  
Supporting long-term solutions.

ADDRESS CORRECTION REQUESTED

## Notice to All PWNA Program Partners

**Partnership With Native Americans (PWNA)** would like to thank you for your valued partnership. We look forward to a strong, lasting relationship between PWNA and your organization.

PWNA continuously strives to improve how we support our Program Partners. Most recently we updated our service documents, guidelines, request forms and report forms. This will help us learn more about your organization and programs, and how we can better support your goals and outcomes. We believe these minor changes will help PWNA staff become better stewards and partners in serving your organization.

While the changes are minor, the new information we are asking you to provide is significant and helpful in understanding how PWNA services impact your program, work and community.

To begin or continue receiving any PWNA service, we are asking you to complete the revised request forms — including your program goals and any progress you are making toward achieving those goals with PWNA's assistance.

**Please begin utilizing the revised form by no later than May 1, 2018.**

If you have any questions, please contact PWNA staff so we can assist you.

For any PWNA request form, visit [www.swnativepartners.org](http://www.swnativepartners.org) or call 877-281-0808.