



NAVAJO NATION DEPARTMENT OF JUSTICE
OFFICE OF THE ATTORNEY GENERAL

ETHEL B. BRANCH
Attorney General

HEATHER CLAH
Deputy Attorney General

DEPARTMENT OF JUSTICE
INITIAL ELIGIBILITY DETERMINATION
FOR NAVAJO NATION FISCAL RECOVERY FUNDS

RFS/HK Review #: HK 807

Date & Time Received: 04/05/24 at 15:32

Date & Time of Response: 4/15/24 at 17:00

Entity Requesting FRF: Navajo Nation Heritage/Navajo Fish and Wildlife

Title of Project: Navajo Natural Heritage Program Building Project

Administrative Oversight: Division of Community Development

Amount of Funding Requested: \$3,000,000.00

Eligibility Determination:

- FRF eligible
FRF ineligible
Additional information requested

FRF Eligibility Category:

- (1) Public Health and Economic Impact
(2) Premium Pay
(3) Government Services/Lost Revenue
(4) Water, Sewer, Broadband Infrastructure

U.S. Department of Treasury Reporting Expenditure Category:
6.1 Provision of Government Services

**Returned for the following reasons (Ineligibility Reasons/Paragraphs 5.E.(1)-(10) of FRF Procedures):**

- |  |  |
|--|--|
| <input type="checkbox"/> Missing Form  | <input type="checkbox"/> Expenditure Plan incomplete                     |
| <input type="checkbox"/> Supporting documentation missing  | <input type="checkbox"/> Funds will not be obligated by 12/31/2024       |
| <input type="checkbox"/> Project will not be completed by 12/31/2026                                     | <input type="checkbox"/> Incorrect Signatory                             |
| <input type="checkbox"/> Ineligible purpose  | <input type="checkbox"/> Inconsistent with applicable NN or federal laws |
| <input type="checkbox"/> Submitter failed to timely submit CARES reports                                 |  |
| <input type="checkbox"/> Additional information submitted is insufficient to make a proper determination |  |

Other Comments: Please note that we have modified the expenditure code from the requested to 6.1 (Provision of Government Services) to be consistent with similar previously approved projects.

Name of DOJ Reviewer: Veronica Blackhat, AAG-NRU

Signature of DOJ Reviewer: 

**Disclaimers:**

If additional information has been requested and you wish to provide it, please resubmit all the required forms updated to include the additional information. Full resubmission will expedite the Initial Eligibility Determination process. Therefore, please include a new RFS form indicating resubmission, revised Appendix A, Budget Form 1, and other supporting documents. **Please email your resubmission to arpa@nndoj.org.** Please be aware that under Resolution BFS-31-21 a Project or Program can only be reviewed twice, therefore it is critical that you include all the requested additional information for your second submission.

An NNDOJ Initial Eligibility Determination is based on the documents provided, which NNDOJ will assume are true, correct, and complete. Should the Project or Program change in any material way after the initial determination, the requestor must seek the advice of NNDOJ. An initial determination is limited to review of the Project or Program as it relates to whether the Project or Program is a legally allowable use – it does not serve as an opinion as to whether or not the Project or Program should be funded, nor does it serve as an opinion as to whether or not the amount requested is reasonable or accurate.



**The Navajo Nation** **DR. BUU NYGREN** **PRESIDENT**  
Yideeskáądi Nitsáhákees **RICHELLE MONTOYA** **VICE PRESIDENT**

PROJECT JUSTIFICATION MEMORANDUM:

April 2<sup>nd</sup>, 2024

Navajo Nation Fiscal Recovery Fund Office  
PO Box 2469  
Window Rock, AZ 86515

To Whom it May Concern,

Please find the attached documents for our project proposal requesting \$3 million to design and construct a new Navajo Natural Heritage Program (NNHP) Building in Window Rock, AZ. The purpose of the building is to provide a permanent, centralized location for 10-12 primary staff, field equipment, and IT infrastructure, for NNHP to more efficiently conduct biological reviews. Currently, NNHP staff share office space in two separate buildings in Window Rock and others work remotely because of the lack of space. The proposed building will provide office space for all staff in one place allowing for increased productivity, collaboration, and access to the public.

This initiative is needed now more than ever, as the number of project and homesite lease biological clearance requests is at an all-time high in response to the COVID-19 Pandemic. In order to keep up with the demand for biological clearances, NNHP needs a dedicated building for its staff to operate at the highest capacity. Once the building is complete, there will be immediate improvements in the time it takes to receive biological clearances, which will allow for more homesite leases, water/electricity utility connections, and infrastructure projects across the Navajo Nation.

If you have any questions or need additional information, please contact me at (928)729-4236 or [jmike@nndfw.org](mailto:jmike@nndfw.org).

Sincerely,

A handwritten signature in blue ink, appearing to read "Jesse Mike".

Jesse Mike, Forester  
Navajo Natural Heritage Program  
Navajo Nation Department of Fish and Wildlife  
PO Box 1480  
Window Rock, AZ 86515

THE NAVAJO NATION  
FISCAL RECOVERY FUNDS REQUEST FORM & EXPENDITURE PLAN  
FOR NAVAJO NATION GOVERNMENT UNITS

**Part 1. Identification of parties.**

NN Government Unit requesting FRF: Navajo Natural Heritage/Navajo Fish and Wildlife Date prepared: 3/29/2024  
indicate Department, Program, Office, Division, or Branch

NN Government Unit's PO Box 1480 phone/email: 928-871-6450  
mailing address: Window Rock, AZ 86515 website (if any): www.nndfw.org

Form prepared by: Jesse Mike phone/email: 928-729-4236 / jmike@nndfw.org  
Jesse Mike, Forester, Navajo Natural Heritage Program  
CONTACT PERSON'S name, title and Department, Program, Office, etc CONTACT PERSON'S info

Title & type of Project: Navajo Natural Heritage Program Building Project

NN Government Unit's Director or Manager: Gloria Tom phone & email: 928-871-7063 / gtom@nndfw.org

Division Director (if any): W. Mike Halona phone & email: 928-871-6592 / w.mike.halona@navajo-nsn.gov

Branch Chief: \_\_\_\_\_ phone & email: \_\_\_\_\_

Funding Recipient will be working with: Navajo Nation Division of Natural Resources on the Project and  
indicate Branch and/or Division  
the same will be submitting the Funding Request Package for Initial Eligibility Determination Review, and will have Administrative Oversight over this FRF Expenditure Plan.

List names or types of Subcontractors or Subrecipients that will be paid with FRF (if known):

document attached

Amount of FRF requested: \$3,000,000 FRF funding period: 7/1/2024 - 12/31/2026  
indicate Project starting and ending/deadline date

**Part 2. Expenditure Plan details.**

(a) Describe the Program(s) and/or Project(s) to be funded, including how the funds will be used, for what purposes, the location(s) to be served, and what COVID-related needs will be addressed:

We are requesting \$3,000,000 to complete the design and construction of a Navajo Natural Heritage Program (NNHP) Building in Window Rock, AZ (see attached document).

document attached

(b) Explain how the Program or Project will benefit the Navajo Nation, Navajo Communities, or the Navajo People:

The NNHP Building will benefit the Navajo Nation, Navajo Communities, and Navajo People in by expediting the biological clearance process needed for homesite leases, utilities, and infrastructure projects (see attached document).

document attached

NRI FRF Office  
Received  
APR 5 2024

## APPENDIX A

(c) Provide a prospective timeline showing the estimated date of completion of the Project and/or each phase of the Project. Disclose any challenges that may prevent you from incurring costs for all funding by December 31, 2024 and/or fully expending funds and completing the Program(s) or Project(s) by December 31, 2026:

July - September 2024: Establish business unit within Navajo Nation administration (3 months).  
October - December 2024: Issue RFP and select a design/building contractor (3 months).  
January - March 2025: Develop and finalize contract (3 months).  
April - September 2025: Pre-construction and development of building design (6 months).  
October 2025 - September 2026: Building Construction (12 months).  
October - December 2026: Transition staff and equipment into new building (3 months).

document attached

(d) Identify who will be responsible for implementing the Program or Project:

Navajo Natural Heritage Program staff will oversee project implementation. Currently, Jesse Mike, Forester for the NNHP is overseeing acquisition of the building site and applications for funding. If awarded, the NNHP Manager will assume a majority of responsibilities with assistance from the Forester and other staff.

document attached

(e) Explain who will be responsible for operations and maintenance costs for the Project once completed, and how such costs will be funded prospectively:

The Navajo Natural Heritage Program will be responsible for operations and maintenance costs for the project once complete. NNHP receives annual funding through a Bureau of Indian Affairs (BIA) 638 contract.

document attached

(f) State which of the 66 Fiscal Recovery Fund expenditure categories in the attached U.S. Department of the Treasury Appendix 1 listing the proposed Program or Project falls under, and explain the reason why:

3.5 Public Sector Capacity: Administrative Needs - The COVID-19 Pandemic shed light on many of the Navajo Nations shortcomings with infrastructure. As a result NNHP has been inundated with homesite and project biological clearance requests as funding has become available to address the lack of infrastructure. NNHP was able to hire new employees to help with the growing back log of requests, however, we now lack the office space to house the current staff. Funding for a new NNHP Building would allow the entire staff to be centrally located and expedite the biological clearance process.

5.15 Drinking Water: Other Water Infrastructure - The new NNHP Building will provide NNHP staff a permanent, centralized location to work, allowing them to work more efficiently. Ultimately this will expedite the Biological Clearance process required for water and other utilities to be constructed to homesites or larger water infrastructure projects to commence.

2.23 Strong Healthy Communities: Demolition and Rehabilitation of Properties - The building site for this project is located at the Navajo Nation Fairgrounds in Window Rock, AZ. The site has several abandoned foundations of demolished buildings. These foundations would be removed and replaced with the new NNHP Building as a part of this project (see site map in attached land relinquishment letter).

document attached

### Part 3. Additional documents.

List here all additional supporting documents attached to this FRF Expenditure Plan (or indicate N/A):

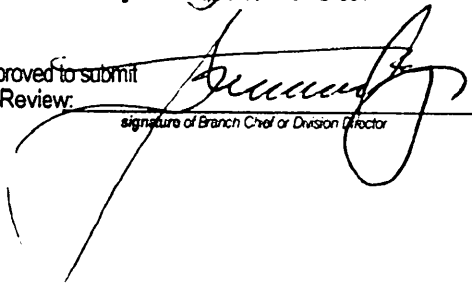
1. Complete responses to fields (a) and (b).
2. Navajo Nation Fairgrounds land relinquishment letter.
3. CPMD example floor plan and cost breakdown to justify requested funds.
5. Budget Forms.

**Part 4. Affirmation by Funding Recipient.**

Funding Recipient affirms that its receipt of Fiscal Recovery Funds and the implementation of this FRF Expenditure Plan shall be in accordance with Resolution No. CJY-41-21, the ARPA, ARPA Regulations, and with all applicable federal and Navajo Nation laws, regulations, and policies:

NN Government Unit,  
Preparer:   
*signature of Preparer/CONTACT PERSON*

Approved by:  4/1/2024  
*signature of NN Government Unit's Dept./Program/Office Director or Manager*

Approved to submit  
for Review:  4/2/24  
*signature of Branch Chief or Division Director*

Print Name, Title,  
Branch or Division: **W. Mike Halona, Division Director**  
*print name and indicate title or position*  
**Navajo Nation Division of Natural Resources**  
*indicate Branch or Division*

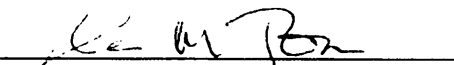


**The Navajo Nation**  
Yideeskáądi Nitsáhákees

**DR. BUU NYGREN** *PRESIDENT*  
**RICHELLE MONTOYA** *VICE PRESIDENT*

## MEMORANDUM

**TO** : David Mikesic, Zoologist  
Department of Fish and Wildlife  
**DIVISION OF NATURAL RESOURCES**

**FROM** :   
Gloria M. Tom, Department Manager III  
Department of Fish and Wildlife  
**DIVISION OF NATURAL RESOURCES**

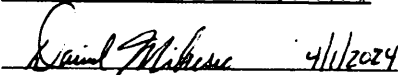
**DATE** : March 28, 2024

**SUBJECT** : **DELEGATION OF AUTHORITY**

I will be on leave on Friday, March 29, 2024 and Monday, April 01, 2024. I am hereby delegating you to act in the capacity of the Director, Department of Fish and Wildlife, effective at 8:00 a.m. on Friday, March 28, 2024. This delegation shall end at 5:00 p.m. on Monday, April 01, 2024.

Your authority will cover the review and signing off of all routine documents pertaining to the Department of Fish and Wildlife, except for issues that you feel should have the attention of the Director.

### ACKNOWLEDGEMENT

 4/1/2024  
David Mikesic, Zoologist  
Department of Fish and Wildlife

cc: DFWL File



**Part 2. Expenditure Plan Details**

**(a) Describe the Program(s) and/or Project(s) to be funded, including how the funds will be used, for what purposes, the location(s) to be served, and what COVID-related needs will be addressed:**

We are proposing to design and build a Navajo Natural Heritage Program (NNHP) Building in Window Rock, AZ, consisting of office space to house 10-12 primary NNHP staff, field equipment, and IT infrastructure. The primary intent of this building is to centralize NNHP staff responsible for monitoring the status of threatened and endangered plant and animal species, and staff responsible for applying this data to biological reviews, and issuing Biological Resource Clearance Forms (BRCF) for homesites and land-use projects required before projects can commence. Currently, staff share office space in two separate buildings in Window Rock and others work remotely. This office building will increase the productivity and efficiency of NNHP staff and allow them to increase the rate of projects reviewed and clearances issued. Ultimately, this will decrease the administrative time needed for community members to begin building their homes, obtain electric, water, and gas utilities from NTUA; and for developers to begin important infrastructure projects such as buildings, roads, pipelines, and solar arrays.

We are requesting \$3 million in funding to hire an architect and general contractor for full design-build services for the project. We estimate, through consultation with Navajo Capital Projects Management Department (see attached example floor plan cost breakdown), requiring an approximately a 3,000 – 4,000 sqft building for our programs size. The proposed building will be constructed in Window Rock, AZ at the Navajo Nation Fairgrounds, we have a 1-acre lot relinquished to Navajo Nation Dept. of Fish and Wildlife (see attached Land Relinquishment Letter).

The proposed NNHP Building will expedite the biological clearance process required to obtain a homesite lease, including obtaining fundamental utilities such as water and electricity which the COVID-19 Pandemic exposed as lacking in many Navajo Communities. Furthermore, the biological clearance process will be faster for all projects, Navajo Nation-wide, directly addressing COVID-19 needs such as infrastructure projects funded through the CARES Act, Light Up Navajo, and soon to be American Rescue Plan Act.

**(b) Explain how the Program or Project will benefit the Navajo Nation, Navajo Communities, or the Navajo People:**

Unfortunately, it is common knowledge that acquiring biological clearance for a homesite or other land-use, infrastructure projects is a tedious process than can take months if not years to complete. Despite the diligent and hard work of our staff, NNHP remains a major bottleneck of the homesite lease and land-use (biological) clearance process. Despite the vital roles NNHP plays in protecting Navajo Nation plant and wildlife resources, while facilitating community and economic development, the program itself lacks a permanent and dedicated facility to house its many operations and staff. Limited and disjointed office space leads to poor productivity among current staff, meaning slow processing times of homesite leases and biological reviews. The Lack of space also forces many staff members to work remotely which has been shown to significantly decrease productivity and

collaboration. Finally, recruiting and hiring qualified staff suffers from the lack of dedicated office space for potential hires.

The Navajo Nation, Navajo Communities, and Navajo People will benefit from expedited biological clearances for homesites and infrastructure projects. This includes for basic, fundamental utilities (NTUA requires a homesite lease to install utilities) and for larger public and private sector economic and community development, infrastructure projects on the Navajo Nation. Furthermore, a centralized NNHP Building will provide a single place for the public and project managers to visit with questions, concerns, documents, etc.



**The Navajo Nation**  
Yideeskáądi Nitsáhákees

**DR. BUU NYGREN** *PRESIDENT*  
**RICHELLE MONTOYA** *VICE PRESIDENT*

February 28<sup>th</sup>, 2024

Ettie Anderson Abasta, Department Manager  
General Land Development Department (GLDD)  
P.O. Box 69  
St. Michaels, AZ 86511

Ms. Abasta,

Please find the attached letter requesting the relinquishment of 1 acre of land at the Navajo Nation Fairgrounds in Window Rock, AZ. The land is located on the northwest corner of the Fairgrounds and is a part of the tract withdrawn in Navajo Nation Council Resolution RCMA-38-03.

Navajo Nation Department of Fish and Wildlife (NNDFW) is requesting that the land be relinquished from the current land manager to NNDFW. The purpose of the land relinquishment is to facilitate current and future construction projects for two NNDFW programs, the Diné Native Plants Program and the Navajo Natural Heritage Program. In 2024, a 2,500 sqft seed bank and greenhouse facility will be constructed at the site to house the operations of the Diné Native Plants Program.

Additionally, pending future funding, the site will be the home of a 3,000 – 4,000 sqft office building for the Navajo Natural Heritage Program. NNDFW staff are currently seeking several funding opportunities to develop this much-needed headquarters for the Navajo Natural Heritage Program staff.

If you have any questions or need additional information, please contact me at (928)729-4236 or [jmike@nndfw.org](mailto:jmike@nndfw.org).

Sincerely,

A handwritten signature in blue ink, appearing to read "Jesse Mike".

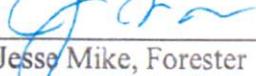
Jesse Mike, Forester  
Navajo Natural Heritage Program  
Navajo Nation Department of Fish and Wildlife



**DR. BUU NYGREN** *PRESIDENT*  
**RICHELLE MONTOYA** *VICE PRESIDENT*

The Navajo Nation | Yideeskáadi Nitsáhákees

**TO:** Ettie Anderson Abasta, Department Manager  
General Land Development Department (GLDD)

**FROM:**   
Jesse Mike, Forester  
Navajo Natural Heritage Program  
Navajo Nation Department of Fish and Wildlife

**DATE:** February 21<sup>th</sup>, 2024

**SUBJECT:** REQUEST FOR LAND RELINQUISHMENT OF 1 ACRE OF NAVAJO NATION FAIRGROUNDS TO NAVAJO NATION DEPARTMENT OF FISH AND WILDLIFE

Navajo Nation Department of Fish and Wildlife (NNDFW) is requesting that 1-acre of withdrawn land of the Navajo Nation Fairgrounds in Window Rock, AZ be relinquished from the current land manager to NNDFW. The purpose of the land relinquishment is to facilitate current and future construction projects for two NNDFW programs, the Diné Native Plants Program and the Navajo Natural Heritage Program. In 2024, a seed bank and greenhouse for the Diné Native Plants Program will be constructed on the site (see attached map for approximate location and extent). Additionally, staff are currently seeking several funding opportunities to construct a much-needed office building for the Navajo Natural Heritage Program.

In addition to the land relinquishment, we are requesting access to the western gate to the Fairgrounds along Highway 264. We will need access to this entrance for the duration of construction in 2024 and thereafter, as this will serve as the main entrance to our facility. We will facilitate the permitting process through Arizona Department of Transportation to obtain an official encroachment permit in order to utilize the entrance throughout the year.

Furthermore, we will work with fair management to ensure our facility and operations will not interfere with the Fairgrounds operation during the Navajo Nation Fair, Fourth of July Celebration, or other annual events. Diné Native Plants Program staff are willing to participate in such events to provide outreach and education on native plants and ecological restoration on the Navajo Nation.



**DR. BUU NYGREN** *PRESIDENT*  
**RICHELLE MONTOYA** *VICE PRESIDENT*

The Navajo Nation | Yideeskáądi Nitsáhákees

With the approval of the undersigned Division Director and NNDFW Department Manager, a new survey will be conducted to omit the 1-acre of the relinquished area out of the Navajo Nation Fair Grounds withdrawn land and into the administration of NNDFW.

If you have any questions or concerns, please contact me at (928)729-4236 or jmike@nndfw.org.

**APPROVAL**

Handwritten signature of W. Mike Halona in black ink.

W. Mike Halona, Division Director  
Navajo Nation Division of Natural Resources

Handwritten date "20 Feb 24" in black ink.

Date

Handwritten signature of Gloria M. Tom in black ink.

Gloria M. Tom, Department Manager  
Navajo Nation Department of Fish and Wildlife

Handwritten date "2/27/2024" in black ink.

Date



Approximate corner coordinates of requested land (WGS1984).

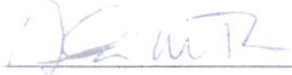
Pt.	Latitude, Longitude
A	35.660480°, -109.071296°
B	35.660668°, -109.070327°
C	35.660272°, -109.070208°
D	35.660084°, -109.071177°





**MEMORANDUM**

**TO :** David Mikesic, Zoologist  
Department of Fish and Wildlife  
**DIVISION OF NATURAL RESOURCES**

**FROM :**   
Gloria M. Tom, Department Manager III  
Department of Fish and Wildlife  
**DIVISION OF NATURAL RESOURCES**


**DATE :** February 26, 2024

**SUBJECT :** DELEGATION OF AUTHORITY

I will be on travel beginning Tuesday, February 27, 2024 through Sunday, March 03, 2024. I am hereby delegating you to act in the capacity of the Director, Department of Fish and Wildlife, effective at 8:00 a.m. on Tuesday, February 27, 2024. This delegation shall end at 5:00 p.m. on Sunday, March 03, 2024.

Your authority will cover the review and signing off of all routine documents pertaining to the Department of Fish and Wildlife, except for issues that you feel should have the attention of the Director.

**ACKNOWLEDGEMENT**

 2/27/2024  
David Mikesic, Zoologist  
Department of Fish and Wildlife

cc: DFWL File

# CPMD Floor Plan and Example Cost Breakdown

1/3/2024 11:25 AM

Cost Breakdown

## Navajo Fish and Wildlife Window Rock, Arizona

### PROJECT COST

		Isolation Factor			30.00%
		Conventional			SQUARE FEET
A.	Building Cost	\$625.00	\$812.50	3,000	2,437,500.00
B.	Fixed Equipment		2.00%		45,000.00
C.	Site Development (Local Only)		2.00%		48,750.00
D.	General Conditions (Inflation and Construction)		5.00%		121,875.00
<hr/>					
E.	<b>TOTAL CONSTRUCTION</b>	<b>884.38</b>	<b>X</b>	<b>3,000</b>	<b>2,653,125.00</b>
<hr/>					
F.	Site Acquisition		0.00%		0.00
G.	Movable Equipment		0.00%		0.00
H.	A/E Professional Fees		8.00%		212,250.00
I.	Owners Reserve		0.00%		0.00
J.	Administrative Cost		1.00%		26,531.25
<hr/>					
K.	<b>PROJECT COST</b>	<b>963.97</b>	<b>X</b>	<b>3,000</b>	<b>2,891,906.25</b>

**NOTE:**

Does not include site acquisition, escalation of mid-point of construction, and design/construction cost for off-site infrastructure improvements.

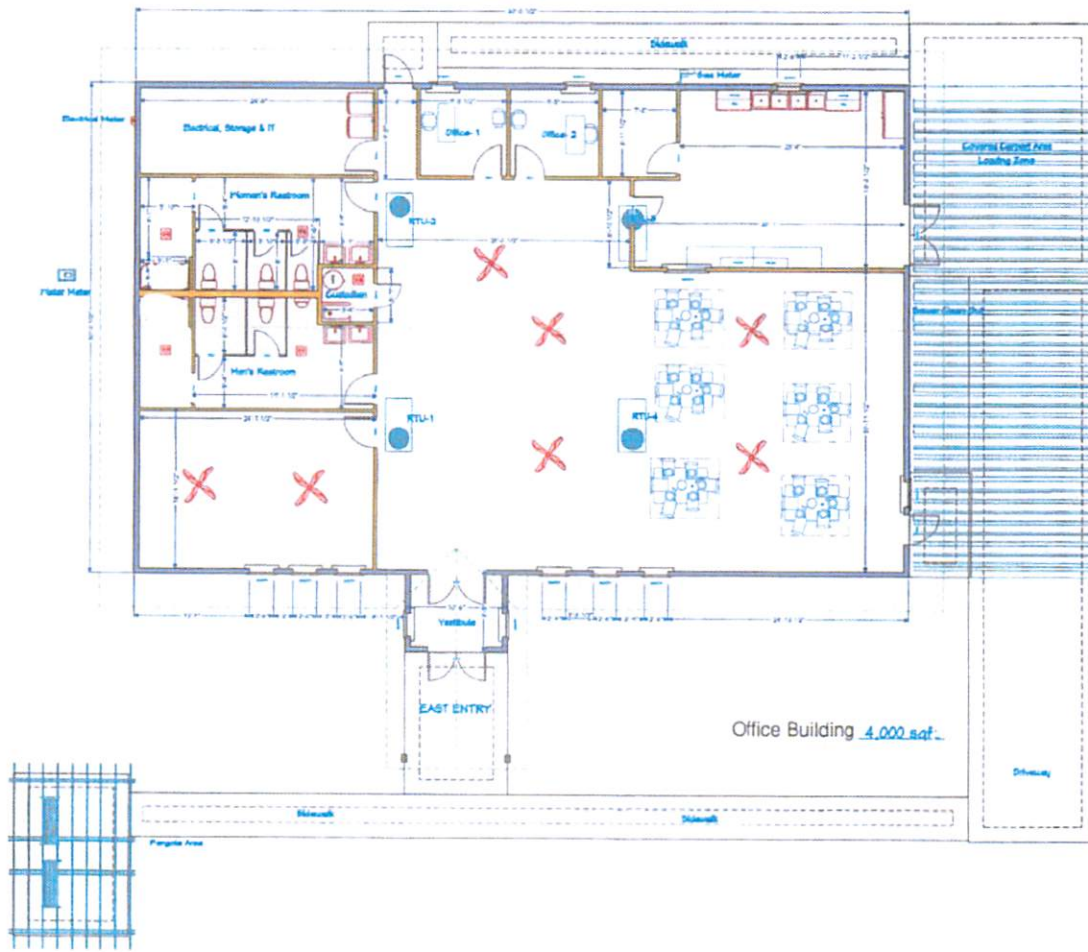
Project Cost	2,891,906.25
Additional cost not included in A/E Basic Services	<u>127,000.00</u>
<b>Grand Total</b>	<b>3,018,906.25</b>

Navajo Fish and Wildlife





CPMD Example Floor Plan and Cost Breakdown



**THE NAVAJO NATION  
PROGRAM BUDGET SUMMARY**

PART I Business Unit No.: <u>NEW</u>		Program Title: <u>Navajo Natural Heritage Program</u>		Division/Branch: <u>Natural Resources</u>	
Prepared By: <u>Jesse Mike</u>		Phone No.: <u>928-729-4236</u>		Email Address: <u><a href="mailto:jmike@nndfw.org">jmike@nndfw.org</a></u>	

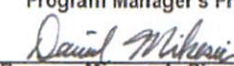
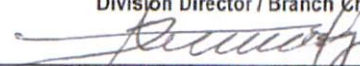
  

PART II. FUNDING SOURCE(S)	Fiscal Year /Term	Amount	% of Total	PART III. BUDGET SUMMARY	Fund Type Code	(A) NNC Approved Original Budget	(B) Proposed Budget	(C) Difference or Total
Fiscal Recovery Fund	1/1/24-12/31/26	3,000,000.00	100%	2001 Personnel Expenses				0.00
				3000 Travel Expenses				0.00
				3500 Meeting Expenses				0.00
				4000 Supplies				0.00
				5000 Lease and Rental				0.00
				5500 Communications and Utilities				0.00
				6000 Repairs and Maintenance				0.00
				6500 Contractual Services				0.00
				7000 Special Transactions				0.00
				8000 Public Assistance				0.00
				9000 Capital Outlay	6		3,000,000	3,000,000.00
				9500 Matching Funds				0.00
				9500 Indirect Cost				0.00
<b>TOTAL</b>						\$0.00	3,000,000.00	3,000,000.00

PART IV. POSITIONS AND VEHICLES	(D)	(E)
Total # of Positions Budgeted:	0	0
Total # of Vehicles Budgeted:	0	0

PART V. I HEREBY ACKNOWLEDGE THAT THE INFORMATION CONTAINED IN THIS BUDGET PACKAGE IS COMPLETE AND ACCURATE.	
SUBMITTED BY: <u>Gloria M. Tom</u> Program Manager's Printed Name  Program Manager's Signature and Date <u>4/11/2024</u>	APPROVED BY: <u>W. Mike Haloga</u> Division Director / Branch Chief's Printed Name  Division Director / Branch Chief's Signature and Date <u>4/24/24</u>

**THE NAVAJO NATION  
PROGRAM PERFORMANCE MEASURES**

<b>PART I. PROGRAM INFORMATION:</b>					
Business Unit No.:	NEW	Program Name/Title:	Navajo Natural Heritage / Navajo Natural Heritage Program Office Building		
<b>PART II. PROGRAM PERFORMANCE CRITERIA:</b>					
		1st QTR	2nd QTR	3rd QTR	4th QTR
		Goal	Goal	Goal	Goal
<b>1. Program Performance Measure:</b>					
Establish business unit within Navajo Nation.					
_____					
Complete internal 164 review process for funding.					
	1				
<b>2. Program Performance Measure:</b>					
Hire Architect and General Contractor.					
_____					
Issue Request For Proposals for Design Build services.					
	1				
<b>3. Program Performance Measure:</b>					
Hire Architect and General Contractor					
_____					
Develop and finalize contract with Architect and General Contractor.					
			1	1	
<b>4. Program Performance Measure:</b>					
Design NNHP Office Building.					
_____					
Meet with the general contractor, architect, and CPMD once a month.					
			1	3	3
<b>5. Program Performance Measure:</b>					
Oversee construction of the building (October 2025 - September 2026).					
_____					
Monthly progress meetings with contractor.					
<b>PART III. CONCURRENCE/APPROVAL:</b>					
Gloria M. Tom			W. Mike Halona		
_____ Program Manager's Printed Name			_____ Division Director/Branch Chief's Printed Name		
<i>Gloria M. Tom</i> 4/1/2024			<i>W. Mike Halona</i> 4/2/24		
_____ Program Manager's Signature and Date			_____ Division Director/Branch Chief's Signature and Date		

**THE NAVAJO NATION  
DETAILED BUDGET AND JUSTIFICATION**

PART I. PROGRAM INFORMATION:					
Program Name/Title:		Navajo Natural Heritage / Navajo Natural Heritage Program Building		Business Unit No.:	New
PART II. DETAILED BUDGET:					
(A)	(B)	(C)	(D)	(E)	
Object Code (LOD 6)	Object Code Description and Justification (LOD 7)	Total by DETAILED Object Code (LOD 6)	Total by MAJOR Object Code (LOD 4)		
	9000-Capital Outlay			3,000,000	
9050	9052-Buildings	3,000,000			
		<b>TOTAL</b>	<b>3,000,000</b>	<b>3,000,000</b>	

**THE NAVAJO NATION  
PROJECT BUDGET SCHEDULE**

<b>PART I.</b> Business Unit No.: <u>NEW</u> Project Title: <u>Navajo Natural Heritage Program Building Project</u> Project Description: <u>Design and construct greenhouse in Window Rock, AZ.</u>										<b>PART II. Project Information</b> Project Type: <u>New Construction</u> Planned Start Date: <u>7/1/2024</u> Planned End Date: <u>12/31/2026</u> Project Manager: <u>Jesse Mike</u>																								
Check one box: <input type="checkbox"/> Original Budget <input type="checkbox"/> Budget Revision <input type="checkbox"/> Budget Reallocation <input type="checkbox"/> Budget Modification																																		
<b>PART III.</b>	<b>PART IV</b> Use Fiscal Year (FY) Quarters to complete the information below. O = Oct ; N = Nov.; D = Dec. etc.																			Expected Completion Date if project exceeds 8 FY Qtrs.														
List Project Task separately such as Plan, Design, Construct, Equip or Furnish	FY <u>2024</u>									FY <u>2025</u>									Date <u>12/31/2026</u>															
	1st Qtr.			2nd Qtr.			3rd Qtr.			4th Qtr.			1st Qtr.			2nd Qtr.			3rd Qtr.			4th Qtr.												
	O	N	D	J	F	M	A	M	J	Jul	A	S	O	N	D	J	F	M	A	M	J	Jul	A	S	O	N	D	J	F	M				
Establish BU.										x	x	x																						
Issue Request For Proposals for Design Build services.													x	x	x																			
Develop and finalize contract.																x	x	x																
Design NNHP Office Building.																			x	x	x	x	x	x										
Oversee construction of building.																									x	x	x	x	x	x	x	x	x	
<b>PART V.</b>	\$			\$			\$			\$			\$			\$			\$			\$			PROJECT TOTAL									
Expected Quarterly Expenditures																												100,000.00	2,900,000.00			\$3,000,000.00		

**FOR OMB USE ONLY:** Resolution No: \_\_\_\_\_ FMS Set Up Date: \_\_\_\_\_ Company No: \_\_\_\_\_ OMB Analyst: \_\_\_\_\_

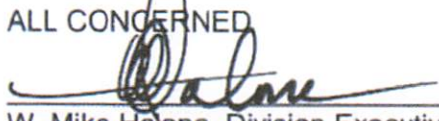


**The Navajo Nation** **DR. BUU NYGREN** **PRESIDENT**  
**Yideeskáądi Nitsáhákees** **RICHELLE MONTOYA** **VICE PRESIDENT**

October 1, 2023

**MEMORANDUM**

TO : ALL CONCERNED

FROM:   
W. Mike Halona, Division Executive Director  
Division of Natural Resources

SUBJECT: FY 2024 Standing Delegation of Authority – DNR Division Director

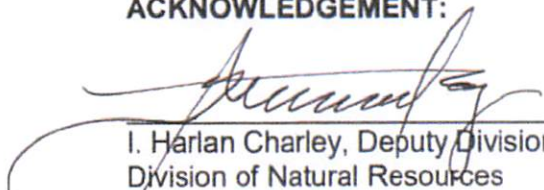
Please be advised of the personnel listed below, will be delegated for the Navajo Nation Division of Natural Resources in my absence from the office.

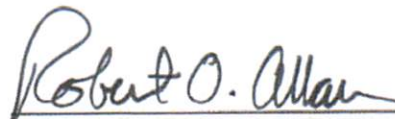
1. I. Harlan Charley, Deputy Division Director
2. Robert Allan, Principal Attorney

The delegation will cover day-to-day operations and shall be responsible for the administration and management of the Division of Natural Resources and supervising all personnel. This includes ensuring compliance with all applicable Navajo Nation laws and policies.

Thank you in advance for your cooperation. If you have any questions, I can be reached by email at [w.mike.halona@navajo-nsn.gov](mailto:w.mike.halona@navajo-nsn.gov) or please call the office at (928) 871-6593.

**ACKNOWLEDGEMENT:**

  
I. Harlan Charley, Deputy Division Director  
Division of Natural Resources

  
Robert Allan, Principal Attorney  
Division of Natural Resources

xc: Distribution