



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

The Navajo Nation | Yideeską́adi Nitsáhákees

May 2, 2024

TRANSMITTAL

TO : Honorable Crystalyne Curley, Speaker
Office of the Speaker

FROM : *Cordell Shortey*
Cordell Shortey, Contracting Officer
Contracts & Grants Section (CGS) / OMB

SUBJECT : Legislative I.T. Network Modernization Project - Central Support & Regulatory Services

I. Information on Contract (per Original Award):

Legislative IT Network Modernization Project - Central Support & Regulatory Services		U.S. Treasury American Recovery Plan Act (ARPA)	21.027
Title of Contract		Funding Agency	CFDA No. - Federal
CJY-41-21	\$ 340,000.00	2022	03/11/2021 to 12/31/2026
Grant No.	Amount	Fiscal Year	Term - Begin and End Date

II. Data Entered in FMIS Regarding:

New Contract or Grant Company No. 8059 Business Unit (K#) K2115513

Contract Mod No. _____

Amt of Budget Increase \$340,000.00 \$0.00 to \$340,000.00

AMOUNT FROM TO

Budget Period - Extend End Date: From _____ To _____

Other, specify: _____

Authorizing Document - Attached:

Contract / Agreement - Date executed _____

NNC / Committee Resolution - No. & Date _____

Other, specify: Navajo Nation Council Resolution CJY-41-21

III. Comments by CGS:

Budget received on April 26, 2024 is authorized for implementation pursuant to FY 2024 NN BIM Appendix K Section II.

Attachment
Copy: Contract files
Contract Accounting / OOC / DPM
Lisa Jymm, Executive Director - NN FRF Office

Revised February 2023

Handwritten signature
5/2/24




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

MEMORANDUM



TO: Dominic Beyal, Executive Director
 Office of Management & Budget
 Cordell Shortey, Contracting Officer
 OMB/Contracts and Grants Section

FROM: 
 Lisa Jymm, Executive Director
 NN Fiscal Recovery Fund Office

DATE: April 26, 2024

SUBJECT: New Business Unit – Legislative I.T. Network Modernization Project

Attached are the documents necessary for the Contracts and Grants Section of the Office of Management & Budget to setup a new business unit funded by the Navajo Nation Fiscal Recovery Fund (NNFRF) (Co. 8059) as determined eligible by Navajo DOJ and approved by Speaker of the 25th Navajo Nation Council.

This step follows the established process and authorization as approved by the Navajo Nation Council and signed into law by President Nez and set forth in Section Seven of Resolution CJY-41-21 (copy of Section Seven is attached) to fund Central Support and Regulatory Services.

No.	Description	Category	\$
1	Legislative I.T. Network Modernization Project	3.5	\$340,000.00
TOTAL:			\$340,000.00

K2115513

Attached are:

1. The memo from Speaker Crystalyne Curley approving the NNFRF for the Legislative I.T. Network Modernization Project.
2. The Navajo Nation Department of Justice’s Initial Eligibility Determination for Navajo Nation Fiscal Recovery Funds, which deems this project eligible, as HK 0778.
3. Appendix A – Expenditure Plan for Navajo Nation for Government Units.
4. Attachment A – The cost estimate for the services to be provided.
5. Attachment B – The signed budget forms in the amount of \$340,000 for use in setting up the business unit in the Navajo Nation’s Financial Management Information System (FMIS).
6. Copy of the Navajo Nation Council Resolution CJY-41-21, Section Seven.

If you have any questions, please feel free to contact me by phone at (928) 309-5535 or by email at ljymm@navajo-nsn.gov. Thank you.

XC: Christine Chavez, Manager, OOC/CA
 Germaine Jones, Deputy Contracting Officer, OMB
 NNFRFO File

4/29/24



OFFICE OF THE SPEAKER
25TH NAVAJO NATION COUNCIL

April 5, 2024

Office of Legislative Services
Julissa Johnson, Interim Executive Director
PO Box 3390
Window Rock, AZ 86515

Subject: Approval of Navajo Nation Fiscal Recovery Funds (NNFRF) for Navajo Nation Office of Legislative Services for Legislative I.T. Network Modernization Project

By Resolution no. CJY-41-21, the Navajo Nation Council established the Navajo Nation Fiscal Recovery Fund (NNFRF) and the Expenditure Authorization Process for ARPA funding. On August 2, 2021 it was signed into law by President Nez and Vice-President Lizer. Section Seven of the resolution includes an immediate allocation of Navajo Nation Council Fiscal Recovery Funds to fund central support and regulatory programs.

The Navajo Nation Office of Legislative Services submitted the project description from the NNFRF Administrative Support Costs. The Department of Justice has reviewed the form and determined the project eligible. The following is a summary of their determination:

Description	Amount	Approving Expenditure Category
Legislative I.T. Network Modernization Project	\$340,000.00	5.2 Broadband: Other Projects

Included with this memo is the DOJ eligibility determination form from the Fiscal Recovery Fund Office, Office of Management & Budget (OMB) and the Office of the Controller (OOC) records. Please Submit a copy of the entire signed project description forms to include the necessary Navajo Nation BIM forms to OMB in order to establish the budgets to move forward with your project.

The resolution contains additional provisions, including a section to authorize funding for central support and regulatory services and a section authorizing the establishment of the NN Fiscal Recovery Fund Office within the Office the President and Vice-President (OPVP).

Sincerely,

Crystalyne Curley, Speaker
25th Navajo Nation Council



THE NAVAJO NATION
AAI CHECK OFF LIST
 FOR NEW COMPANY or BUSINESS UNIT

NOTIFICATION ON NEW COMPANY AND BUSINESS UNIT ADDED, PLEASE COMPLETE AAI CHECK OFF LIST

Company	*New Business Unit	Description		*Facility/Job Site#
8059	K2115513	US Treasury – Legislative I.T. Network Modernization Project		56484
ENTERED BY (Step A to F) :		EXPLANATION/REFERENCE NO:		DATE:
Germaine Jones <i>mgj/5/1/24</i>		Setup New Business Unit		5/1/2024
TASK	<input checked="" type="checkbox"/>	TASK DESCRIPTION	APPLIC	TASK EXPLANATION
A. Create New Fund	<input checked="" type="checkbox"/>	1. Copy Address Book Record – “O” Search Type (Company ST)	P01012	Use “COPY” of similar Address Book. Complete vital fields: 1) Enter Tax ID 860092335, 2) Related Address tab-5 th Address Number field enter “10” (Gen Fund)
	<input checked="" type="checkbox"/>	2. Add Fund/Company (CO)	P0010	Use “ADD” in CO Names & Numbers-Setup, use CO 10 info, *CO Number. & *CO Address number are identical.
B. Create Balance Sheet Business Unit	<input checked="" type="checkbox"/>	Create Balance Sheet BU by Copying	P0006	Use “COPY” of similar Balance Sheet (BS) Business Unit
C. Attach Objects to Balance Sheet BU	<input checked="" type="checkbox"/>	1. Operating	P09804	Copy from Model “1” Bus Unit to BS Business Unit (Object range 0100 thru 0999 only)
D. Create New Business Unit *:	<input checked="" type="checkbox"/>	1. a) Operating BU (or)	P0006	Use “COPY” of similar Business Unit.
	<input checked="" type="checkbox"/>	3. a) Operating BU-Create AB Facility	P0006	In BU Master “More” tab-Address Number (Job Site) field-Visual Assist search type “F” (facility), select AB#
	<input checked="" type="checkbox"/>	1. b) Project BU (Job)	P51006	Use “COPY” of similar Project BU <i>JK</i>
	<input checked="" type="checkbox"/>	2. Project Job Dates	P51006	Create extended master, set job dates <i>OK</i>
	<input checked="" type="checkbox"/>	3. b) Project BU-Create AB Facility	P51006	In Job Master “More” tab-Address Number (Job Site) field- Visual Assist search type “F” (facility), select AB# <i>OK</i>
E. Attach Objects to Business Unit	<input checked="" type="checkbox"/>	1. a) Operating (or)	P09804	“Copy” from model BU 2 to IS BU (Obj 1000 thru 9999)
	<input checked="" type="checkbox"/>	1. b) Projects BU (Job)	P51091	“Copy” from Job Cost Code “CG1” Chart Type to Job # <i>OK</i>
F. Create ICCC AAI (New CO only)	<input checked="" type="checkbox"/>	1. Operating BU (or)	P0012	“Copy” similar Company “ICCC” AAI item no. Change BU and CO Fields only (must be identical)
	<input checked="" type="checkbox"/>	2. Project BU		
SET-UP VERIFIED BY:		DATE:	COMMENTS/ACTION:	
<i>[Signature]</i>		05/01/24	verified new BU#.	

AUTOMATIC ACCOUNTING INSTRUCTIONS
 (Forward to responsible section/module immediately)

MODULE	ITEM#	AAI DESCRIPTION	APPLIC	INITIAL	DATE
GEN ACCT'G	ICCC	Intercompany Settlements	P0012	New Company Only	
ACCOUNTS PAYABLE	PB	Default Bank Account (10.0120.02)	P0012	New Company Only	
	PC	Payable Class Code	P0012	New Company Only	
	PCPREP	Prepaid Voucher Offset	P0012	New Company Only	
	PCRETN	Retainage (Contract)	P0012	New Company Only	
	PKD	Discounts Available	P0012	No Discounts	
	PKL	Discounts Lost	P0012	No Discounts	
FIXED ASSETS	DEPN	*Depreciation Default Values	P12002	New BU's	
PURCHASING	4320	Received Not Vouchered	P40950	New Company Only	
		*Setup Hold Codes for each new BU(B1)	P42090	New BU's	
		*Review Hold Budget Review Hold (RW)	P42090	New BU's	
		Set default A/B for each BU		New Company Only	
		Add Purchasing Tolerance rules	P4322	New Company Only	
		*Set-up Branch/Plant Constant & Set-up Address Number	P41001	New BU's	
SECURITY	Not yet	BU Security		Not Applicable	

RETURN COMPLETED FORM TO ISSUING DEPARTMENT



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 0778

Date & Time Received: 03/25/24 at 17:47

Date & Time of Response: 04/04/24 at 17:00

Entity Requesting FRF: Office of Legislative Services

Title of Project: Legislative I.T. Network Modernization Project (Broadband Infrastructure: Other Projects)

Administrative Oversight: Office of the Speaker

Amount of Funding Requested: \$340,000.00

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: _____
1.14, Other Public Health 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: _____

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 NNDNJ Initial Eligibility Determination is based on the documents provided, which NNDNJ 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 NNDNJ. 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
FISCAL RECOVERY FUNDS REQUEST FORM & EXPENDITURE PLAN
FOR NAVAJO NATION GOVERNMENT UNITS**

Part 1. Identification of parties.

NN Government Unit requesting FRF: Office of Legislative Services Indicate Department, Program, Office, Division, or Branch Date prepared: 3/14/2024

NN Government Unit's mailing address: Julissa Johnson, Interim Executive Director phone/email: (928) 871-7254
P.O. Box 3390, Window Rock, Arizona 86515 website (if any): www.navajonationcouncil.org

Form prepared by: Julissa Johnson, Interim Executive Director phone/email: (928) 871-7254
Office of the Speaker - Legislative Branch
CONTACT PERSON'S name, title and Department, Program, Office, etc. CONTACT PERSON'S info

Title & type of Project: Legislative I.T. Network Modernization Project (Broadband Infrastructure: Other Projects)

NN Government Unit's Director or Manager: Julissa Johnson phone & email: (928) 871-7254, jjohnson@navajo-nsn.gov

Division Director (if any): Julissa Johnson phone & email: (928) 871-7254, jjohnson@navajo-nsn.gov

Branch Chief: Crystalyne Curley, Speaker phone & email: (928) 871-7160, crystalyne.curley@navajo-nsn.gov

Funding Recipient will be working with: Julissa Johnson, Interim Executive Director Indicate Branch and/or Division on the Project and 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: \$340,000.00 FRF funding period: February 12, 2024 - December 30, 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:

The Legislative IT Network Modernization requires upgrade/modernization to the current IT system which includes IT Infrastructure & IT Equipment that serves staff who provide extremely vital functions as staff to the Navajo Nation Council & Office of Legislative Services. This initiative will ensure reliable internet connectivity & allow the staff to share information effortlessly & efficiently and it will increase productivity. Moreover, the project will establish secure & sufficient WiFi access, promoting widespread participation in governmental affairs. The imperative responsibility to upgrade the WiFi infrastructure was underscored during the COVID-19 pandemic which exposed a significant digital divide within the Navajo Nation. Enhancing WiFi access is paramount to disseminating vital governmental information to the broader public, fostering transparency & engagement. document attached

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

The enhancement of the IT Network for modernization & connectivity to infrastructure will diminish the pronounced digital gap within the Navajo Nation. Improving WiFi accessibility is crucial for distributing essential governmental information to a wider audience, thereby promoting transparency & public engagement. Most rural communities on the Navajo Nation lack access to government services & COVID-19 impeded these operations. This project will contribute & strengthens the general welfare of the community. document attached

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:

Based on the funding, the project end date will be December 31, 2026 with all funds being incurred before December 31, 2024. Navajo Nation Budget Form 2 are attached for phase goals per quarter of funding period.

document attached

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

The Office of Legislative Services (OLS) Executive Director will be implementing the NN ARPA Funding Act & the Legislative IT Network Modernization project.

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 Office of Legislative Services (OLS) and the Office of the Speaker will be responsible for the completion of this project, no additional cost or recurring cost will be incurred by the OLS when project is completed.

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:

Categories: Broadband Infrastructure: 5.21 - Broadband: Other Projects

Pursuant to the U.S. Treasury guidelines and objectives, this project will address the conditions that contributed to poor public health & economic outcomes during the pandemic. By concentrating in areas with limited economic opportunities & inadequate or poor housing quality, the access to resources facilitates improved health outcomes including services connecting residents with healthcare resources, public assistance & build healthier environments to support healthy living environments & communities conducive to mental & physical wellness. The exacerbation of health disparities during the pandemic & pre-existing social vulnerabilities are responsive to the public health impact of the pandemic. This project will support access to services for healthy living.

document attached


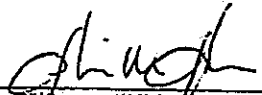
Part 3. Additional documents.


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

[Empty box for listing additional supporting documents]

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:  Approved by: 
signature of Preparer/CONTACT PERSON signature of NN Government Unit's Dept./Program/Office Director or Manager

Approved to submit
for Review:  Print Name, Title, Branch or Division: Crystalayne Curley, Speaker
signature of Branch Chief or Division Director print name and indicate title or position
Office of the Speaker - Legislative Branch
indicate Branch or Division

FY 2024

**THE NAVAJO NATION
PROGRAM BUDGET SUMMARY**

Page 1 of 5
BUDGET FORM 1

PART I Business Unit No.:		Program Title: <u>Legislative IT Network Modernization (5.21 Broadband: Oth</u>		Division/Branch: <u>Legislative</u>	
Prepared By: <u>Julissa Johnson</u>		Phone No.: <u>(928) 871-7254</u>		Email Address: <u>jjohnson@navajo-nsn.gov</u>	
Fiscal Year / Term		Amount		% of Total	
<u>2/1/24 - 12/30/26</u>		<u>340,000.00</u>		<u>100%</u>	
PART II. FUNDING SOURCE(S)					
NN Fiscal Recovery Funds					
PART III. BUDGET SUMMARY					
	Fund Type Code	Original Budget (A)	Proposed Budget (B)	Difference or Total (C)	
2001	Personnel Expenses			0.00	
3000	Travel Expenses			0.00	
3500	Meeting Expenses			0.00	
4000	Supplies	0	140,000.00	140,000.00	
5000	Lease and Rental			0.00	
5500	Communications and Utilities			0.00	
6000	Repairs and Maintenance	0	200,000.00	200,000.00	
6500	Contractual Services			0.00	
7000	Special Transactions			0.00	
8000	Public Assistance			0.00	
9000	Capital Outlay			0.00	
9500	Matching Funds			0.00	
9500	Indirect Cost			0.00	
TOTAL		\$0.00	340,000.00	340,000.00	
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>Julissa Johnson, Interim Executive Director</u>		APPROVED BY: <u>Crystalayne Curley, Speaker</u>		Division Director / Branch Chief's Printed Name	
<u>Julissa Johnson</u>		<u>Crystalayne Curley</u>		<u>3/15/24</u>	
Program Manager's Signature and Date		Division Director / Branch Chief's Signature and Date			

THE NAVAJO NATION
 PROGRAM PERFORMANCE MEASURES

FY 2024

PART I. PROGRAM INFORMATION: Business Unit No.: <u>Nevo</u> Program Name/Title: <u>Legislative IT Network Modernization (5.21 Broadband: Other Projects)</u>				
PART II. PROGRAM PERFORMANCE CRITERIA:				
1. Program Performance Measure: Complete upgrade through installation of new I.T. system that will serve the Navajo Nation Council & Ofc. of Legislative Services				
The Legislative Branch needs to maintain a safe & healthy I.T. system for the staff provide services.	1	1	1	1
2. Program Performance Measure: 				
3. Program Performance Measure: 				
4. Program Performance Measure: 				
5. Program Performance Measure: 				
PART III. CONCURRENCE/APPROVAL:				
Julissa Johnson, Interim Executive Director Program Manager's Printed Name <u>Julissa Johnson</u> Program Manager's Signature and Date <u>03/15/24</u>	Crystallayne Curley, Speaker Division Director/Branch Chief's Printed Name <u>Crystallayne Curley</u> Division Director/Branch Chief's Signature and Date <u>3/15/24</u>			

THE NAVAJO NATION
PROGRAM PERFORMANCE MEASURES

PART I. PROGRAM INFORMATION:

Business Unit No.: New Program Name/Title: Legislative IT Network Modernization (5.21 Broadband: Other Projects)

PART II. PROGRAM PERFORMANCE CRITERIA:

CAP-25-17, 2 N.N.C. 952. The Office of the Legislative Services shall provide complete and full range of professional, technical and administrative support services to the Navajo Nation Council, Standing Committees of the Navajo Nation Council, unstaffed Commissions, Task Forces or Boards of the Navajo Nation Council and Council Delegates.

PART III. CONCURRENCE/APPROVAL:

Julissa Johnson, Interim Executive Director
Program Manager's Printed Name
Julissa Johnson
Program Manager's Signature and Date
03/15/24

Crystalyne Curley, Speaker
Division Director/Branch Chief's Printed Name
Crystalyne Curley
Division Director/Branch Chief's Signature and Date
3/15/24

PART I. PROGRAM INFORMATION:			
Program Name/Title: <u>Legislative IT Network Modernization (5.21 Broadband: Other Projects)</u>		Business Unit No.: <u>New</u>	
PART II. DETAILED BUDGET:			
(A)	(B)	(C)	(D)
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)
4000	Supplies Non-Cap Furniture & Equipment Purchase equipment, software, desktop station, laptops & printers/scanners with assessories, back-up/Cloud/External Service & accessories for Legislative IT Network Modernization.	140,000.00	140,000.00
4210D			
6000	Repairs & Maintenance External Contractors Purchase of General Contractual services for legislative IT Network Modernization.	200,000.00	200,000.00
6250D			
Broadband Infrastructure: Other Projects - ARPA Legislative IT Network Modernization Project: This project requires upgrade/modernization to the currently IT system which includes IT Infrastructure & IT Equipment that serves staff who provide extremely vital functions as staff to the Navajo Nation Council & Office of Legislative Services. This initiative will ensure reliable Internet connectivity & allow the staff to share information effortlessly & efficiently & it will increase productivity. Moreover, the project will establish secure & sufficient WiFi access, promoting widespread participation in governmental affairs. The imperative responsibility to upgrade the WiFi infrastructure was underscored during the COVID-19 pandemic which exposed a significant digital divide within the Navajo Nation. Enhancing WiFi access is paramount to disseminating vital governmental information to the broader public, fostering transparency & engagement.			
TOTAL		340,000.00	340,000.00

** Edited by Cass. 1/15/24*

