

# THE NAVAJO NATION

JONATHAN NEZ | PRESIDENT MYRON LIZER | VICE PRESIDENT



January 14, 2022

## TRANSMITTAL

TO : Santee Lewis, Executive Director  
Navajo Nation Washington Office (NNWO)

FROM : cmms  
Cordell Shortey, Contracting Officer  
Contracts and Grants Section / OMB

SUBJECT : NNWO - Fiscal Recovery Funds (FRF); Central Support Service (CSS)

### I. Information on Contract (per Original Award):

NNWO - CSS	U.S. Treasury American Recovery Plan Act (ARPA)	21.019
Title of Contract	Funding Agency	CFDA No. - Federal
CJY-41-21	2022	03/11/2021 to 12/31/2026
Grant No.	Amount	Term - Begin and End Date
	\$ 5,254,962.00	

### II. Data Entered in FMIS Regarding:

☒ New Contract or Grant Company No. 8059 Business Unit (K#) K211527

☐ Contract Mod No. \_\_\_\_\_

☐ Amt of Award \_\_\_\_\_ to \_\_\_\_\_

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: NN Council Resolution CJY-41-21

### III. Comments by CGS:

Budget received on January 14, 2022 is authorized for implementation pursuant to FY 2022 NN BIM Appendix L Section II.B and approved by Mr. Tom Platero.

Attachment

Copy: Contract files  
Contract Accounting / OOC / DPM  
Tom Platero, Interim E.D. - NN FRF Office

Revised April 2018



Office of Management and Budget ♦ Post Office Box 646 ♦ Window Rock, AZ 86515  
(928) 871-6470 Telephone ♦ (928) 871-6567 Facsimile



FY \_\_\_\_\_

THE NAVAJO NATION  
PROGRAM BUDGET SUMMARY

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BUDGET FORM 1

PART I. Business Unit No.: <u>103002</u>		Program Title: <u>Navajo Nation Washington Office</u>		Division/Branch: <u>Executive/OPVP</u>				
Prepared By: <u>Santee Lewis</u>		Phone No.: <u>(202)682-7390</u>		Email Address: <u>slewis@nnwo.org</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
ARPA		\$ 5,254,962.00	100%	2001 Personnel Expenses		0	1,974,994	1,974,994
				3000 Travel Expenses		0	500,000	500,000
				3500 Meeting Expenses				
				4000 Supplies		0	265,113	265,113
				5000 Lease and Rental				
				5500 Communications and Utilities				
				6000 Repairs and Maintenance				
				6500 Contractual Services		0	2,500,000	2,500,000
				7000 Special Transactions		0	14,855	14,855
				8000 Public Assistance				
				9000 Capital Outlay				
				9500 Matching Funds				
				9500 Indirect Cost				
				TOTAL		\$0.00	5,254,962.00	5,254,962
TOTAL: \$5,254,962.00 100%				PART IV. POSITIONS AND VEHICLES				
						(D)	(E)	
				Total # of Positions Budgeted:		0	3	
				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:		Santee Lewis, Executive Director, NNWO		APPROVED BY:		Paulson Chaco, Chief of Staff, OPVP		
		Program Manager's Printed Name				Division Director / Branch Chief's Printed Name		
		<u>Santee Lewis</u> 11/16/2021				<u>Paulson Chaco</u> 11-17-21		
		Program Manager's Signature and Date				Division Director / Branch Chief's Signature and Date		

*v.g.f. 11/14/22*



<b>PART I. PROGRAM INFORMATION:</b>									
Business Unit No.: <u>NEW</u>		Program Name/Title: <u>Navajo Nation Washington Office</u>							
<b>PART II. PLAN OF OPERATION/RESOLUTION NUMBER/PURPOSE OF PROGRAM:</b>									
Pursuant to GSCJY-14 08, the NNWO is established within the Executive Branch of the Navajo Nation Government as an intergovernmental relations office. The purposes of the NNWO is to exist as an extension of the Navajo Nation Government in Washington, D.C., enhance the Navajo Nation Government's goals and objectives, maintain a Navajo presence in Washington, D.C., provide for the Navajo Nation Government easy and rapid access to Congress, monitor and analyze all congressional legislation, distribute to the Navajo Nation Government information concerning congressional and administrative activities that affect the welfare of the Navajo Nation, assist in the preparation of legislative proposals and testimony before Congress, and provide assistance to Navajo Nation Government entities testifying before Congress or conducting Navajo Nation Government business in Washington, DC.									
<b>PART III. PROGRAM PERFORMANCE CRITERIA:</b>									
		1st QTR		2nd QTR		3rd QTR		4th QTR	
		Goal	Actual	Goal	Actual	Goal	Actual	Goal	Actual
<b>1. Goal Statement:</b>									
Assist in the preparation of quarterly reports as required by the U.S. Department of the Treasury.									
Program Performance Measure/Objective:									
Submit required reports timely each quarter to the U.S. Department of the Treasury.		1		1		1		1	
<b>2. Goal Statement:</b>									
Coordinate responses to congressional offices requesting information on ARPA projects, etc.									
Program Performance Measure/Objective:									
Facilitate, through effective coordination, timely responses to congressional requests.		5		5		5		5	
<b>3. Goal Statement:</b>									
Develop reports for public consumption regarding ARPA.									
Program Performance Measure/Objective:									
Develop and publish quarterly reports on ARPA projects.		1		1		1		1	
<b>4. Goal Statement:</b>									
Publish and distribute legislative news and funding opportunities affecting ARPA administration.									
Program Performance Measure/Objective:									
Publish and distribute 4 reports per quarter focusing on legislative news and funding opportunities affecting ARPA administration.		4		4		4		4	
<b>PART IV. THEREBY ACKNOWLEDGE THAT THE ABOVE INFORMATION HAS BEEN THOROUGHLY REVIEWED.</b>									
<u>Santee Lewis</u> Santee Lewis, Executive Director, NNWO Program Manager's Printed Name <u>Santee Lewis</u> 11/16/2021 Program Manager's Signature and Date					<u>Paulson Chaco</u> Paulson Chaco, Chief of Staff, OPVP Division Director/Branch Chief's Printed Name <u>Paulson Chaco</u> 11-17-21 Division Director/Branch Chief's Signature and Date				

J. R. 11/16/21

NN FRF PERSONNEL ADDENDUM

THE NAVAJO NATION  
LISTING OF POSITIONS AND ASSIGNMENTS BY BUSINESS UNIT

BUDGET FORM 3

SUB ACCT	POS NO	JOB TYPE	POSITION TITLE	EMP ID	WRKSITE CODE	G/S	FY 2021 *	FY 2022	FY 2023	FY 2024	FY 2025
1001 NEW	0599	UNCLASSIFIED	VACANT	Wash DC	BR67A		\$ 66,941	\$ 66,941	\$ 66,941	\$ 66,941	\$ 66,941
1002 NEW	0599	UNCLASSIFIED	VACANT	Wash DC	BR68A		\$ 73,038	\$ 73,038	\$ 73,038	\$ 73,038	\$ 73,038
1003 NEW	0599	UNCLASSIFIED	VACANT	Wash DC	BR72A		\$ 102,563	\$ 102,563	\$ 102,563	\$ 102,563	\$ 102,563

GRAND TOTAL \$ 1,212,710

*Handwritten signature and date: 1/14/22*

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**THE NAVAJO NATION  
DETAILED BUDGET AND JUSTIFICATION**

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**BUDGET FORM 4**

<b>PART I. PROGRAM INFORMATION:</b>				
Program Name/Title: _____		Navajo Nation Washington Office		Business Unit No.: _____ 103002
<b>PART II. DETAILED BUDGET:</b>				
(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)	
<b>2001 Personnel Expense</b>				1,974,994
2110	Regular		1,212,710	
	2120 Person- Regular FT	\$ 1,212,710.00		
2200	Salary Adj		164,744	
	2220 Salary Adjustment	\$ 164,744.00		
2900	Fringe Benefits		597,540	
	\$1212710 x 43.38%=	\$ 526,074.00		
	\$164,744 x 43.38%=	\$ 71,466.00		
<b>3000 Travel Expenses</b>				500,000
3230	Personal Travel		500,000	
	3240 Per Diem Meals	\$ 100,000.00		
	3250 Lodging	\$ 150,000.00		
	3260 POV Mileage	\$ 125,000.00		
	3290 Other Travel Expense	\$ 125,000.00		
<b>4000 Supplies</b>				265,113
4120	Office Supplies		85,113	
	4130 General Office Supplies	\$ 85,113.00		
4200	Non Capital Assets		180,000	
	4210 Non Cap Furniture & Equip	\$ 90,000.00		
	4230 Non Cap Computer Equip	\$ 90,000.00		
<b>TOTAL</b>			2,740,107	2,740,107

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**THE NAVAJO NATION  
DETAILED BUDGET AND JUSTIFICATION**

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BUDGET FORM 4

<b>PART I. PROGRAM INFORMATION:</b>				
Program Name/Title: _____		Navajo Nation Washinton Office		Business Unit No.: _____ 103002
<b>PART II. DETAILED BUDGET:</b>				
(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)	
	6500 Contractual Services			2,500,000
6520	Consulting			
	6530 Consulting- Fees	\$ 625,000.00	1,250,000	
	6540 Consulting- Expenses	\$ 625,000.00		
6830	Other Technical Services		1,250,000	
	6860 Restoration Services	\$ 625,000.00		
	6865 Technical Services Expense	\$ 625,000.00		
	7000 Special Transactions			14,855
7710	Insurance Premiums		14,855	
	7765 Policy Payment (General Liability) \$1974994 / 100 x .25=	\$ 4,937.00		
	7767 Workers' Comp Premiums (Less Finge) \$1377454 / 100 x .72=	\$ 9,918.00		
		\$ 14,855.00		
<b>TOTAL</b>		2,514,855		2,514,855

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**THE NAVAJO NATION**  
**SUMMARY OF CHANGES TO BUDGETED POSITIONS**

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BUDGET FORM 5[illegible]

✓ 1/14/20

# THE NAVAJO NATION


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JONATHAN NEZ | PRESIDENT MYRON LIZER | VICE PRESIDENT



## MEMORANDUM

**TO :** Division/Executive Directors and Staff  
NAVAJO NATION

**FROM :**   
Paulson Chaco, Chief of Staff  
NAVAJO NATION


**DATE :** September 27, 2021

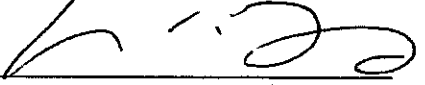
**SUBJECT :** DELEGATION OF AUTHORITY – CHIEF OF STAFF


Effective September 27, 2021, the personnel listed below in order of succession will be delegated in the capacity of Chief of Staff of the Navajo Nation Office of the President and Vice President during my absence. This delegation supersedes any prior delegation.

The delegation is for administrative purposes only. Policy decisions are not delegated and are reserved for the Navajo Nation President and Vice President. Your adherence to this delegation is appreciated. If you have any questions, please call the office at 928-871-7000.

### ACKNOWLEDGED:

  
James Davis, Jr., Deputy Chief of Staff  
Office of the President & Vice President

  
Levon Henry, Chief Legal Counsel  
Office of the President & Vice President

  
Arbin Mitchell, Executive Staff Assistant  
Office of the President & Vice President

cc: Navajo Nation Legislative Branch  
Navajo Nation Judicial Branch  
File