

THE NAVAJO NATION

JONATHAN NEZ | PRESIDENT MYRON LIZER | VICE PRESIDENT



November 17, 2021

TRANSMITTAL

TO : Valinda Shirley, Executive Director
Navajo Nation Environmental Protection Agency (EPA)

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

SUBJECT : EPA Administration (Admin) - Fiscal Recovery Funds (FRF)

I. Information on Contract (per Original Award):

Environmental Protection Agency	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

II. Data Entered in FMIS Regarding:

☒ New Contract or Grant Company No. 8059 Business Unit (K#) K211504
☐ 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 November 15, 2021 is authorized for implementation pursuant to FY 2022 NN BIM Appendix L Section II.B.

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

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THE NAVAJO NATION PROGRAM BUDGET SUMMARY

NOV 15 2021

Page ____ of ____
BUDGET FORM 1

Office of Management & Budget
The Navajo Nation, Window Rock, Arizona

PART I. Business Unit No.: NEW Program Title: ARPA EPA Admin Division/Branch: Navajo Nation EPA
Prepared By: Valinda Shirley Phone No.: 928-871-7692 Email Address: valinda.shirley@navajo-nsn.gov

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 Admin Funds	10/1/21-9/30/22	1,618,771.00	20%					
ARPA Admin Funds	10/1/22-9/30/23	1,618,771.00	20%	2001 Personnel Expenses	6	0	1,547,335	
ARPA Admin Funds	10/1/23-9/30/24	1,618,771.00	20%	3000 Travel Expenses	6	0	166,665	
ARPA Admin Funds	10/1/24-9/30/25	1,618,770.00	20%	3500 Meeting Expenses				
ARPA Admin Funds	10/1/25-9/30/26	1,618,770.00	20%	4000 Supplies	6	0	75,000	
				5000 Lease and Rental	6	0	50,000	
				5500 Communications and Utilities	6	0	60,000	
				6000 Repairs and Maintenance	6	0	50,000	
				6500 Contractual Services	6	0	5,861,581	
				7000 Special Transactions	6	0	60,000	
				8000 Public Assistance				
				9000 Capital Outlay	6	0	223,372	
				9500 Matching Funds				
				9500 Indirect Cost				
				TOTAL		\$0.00	8,093,953.01	0
				PART IV. POSITIONS AND VEHICLES		(D)	(E)	
				Total # of Positions Budgeted:			5	
				Total # of Vehicles Budgeted:			2	
				TOTAL:		\$8,093,853.00	100%	

PART V. I HEREBY ACKNOWLEDGE THAT THE INFORMATION CONTAINED IN THIS BUDGET PACKAGE IS COMPLETE AND ACCURATE.

SUBMITTED BY: Valinda Shirley, Executive Director
Valinda Shirley 11/9/21
Program Manager's Printed Name
Program Manager's Signature and Date

APPROVED BY: Paulson Chaco, Chief of Staff, OPVP
P. Chaco 11/16/21
Division Director / Branch Chief's Printed Name
Division Director / Branch Chief's Signature and Date

✓-rf 11/16/21

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**THE NAVAJO NATION
PROGRAM PERFORMANCE CRITERIA**

Page ____ of ____
BUDGET FORM 2

PART I. PROGRAM INFORMATION:Business Unit No.: NEWProgram Name/Title: Navajo Nation EPA ARPA**PART II. PLAN OF OPERATION/RESOLUTION NUMBER/PURPOSE OF PROGRAM:**

CAP-49-95: Approving the Amendment of Enabling Legislation 2 N.N.C., Section 3401 et. seq., for the Purpose of Establishing the Environmental Protection Agency and Adopting the Navajo Nation Environmental Policy Act, RDCMY-44-17: Navajo Nation Environmental Protection Agency's Plan of Operation.

PART III. PROGRAM PERFORMANCE CRITERIA:

1st QTR		2nd QTR		3rd QTR		4th QTR	
Goal	Actual	Goal	Actual	Goal	Actual	Goal	Actual

1. Goal Statement:

Ensure applicable environmental permits & compliance are addressed.

Program Performance Measure/Objective:

Provide compliance assistance for ARPA projects.

5		5		5		5	
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2. Goal Statement:

Facilitate development of ARPA projects.

Program Performance Measure/Objective:

Complete 10 environmental reviews per quarter.

10		10		10		10	
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3. Goal Statement:

Conduct applicable environmental inspections for ARPA projects and locations.

Program Performance Measure/Objective:

Complete inspection reports/documentation for inspections performed.

3		3		3		3	
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4. Goal Statement:

Maintain public information/outreach on program activities and compliance related to projects.

Program Performance Measure/Objective:

3		3		3		3	
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5. Goal Statement:**Program Performance Measure/Objective:**

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PART IV. I HEREBY ACKNOWLEDGE THAT THE ABOVE INFORMATION HAS BEEN THOROUGHLY REVIEWED.

Valinda Shirley, Executive Director

Program Manager's Printed Name

Valinda Shirley 11/9/21
Program Manager's Signature and Date

Paulson Chaco, Chief of Staff, OPVP

Division Director/Branch Chief's Printed Name

P. Chaco 11/16/21
Division Director/Branch Chief's Signature and Date

J. M. 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	WR	BQ64A	\$	45,226	\$ 45,226	\$ 45,226	\$ 45,226	\$ 45,226
1002 NEW	0599	UNCLASSIFIED	VACANT	WR	BQ64A	\$	45,226	\$ 45,226	\$ 45,226	\$ 45,226	\$ 45,226
1003 NEW	0599	UNCLASSIFIED	VACANT	WR	BQ58A	\$	27,520	\$ 27,520	\$ 27,520	\$ 27,520	\$ 27,520
1004 NEW	0599	UNCLASSIFIED	VACANT	WR	BR65A	\$	56,376	\$ 56,376	\$ 56,376	\$ 56,376	\$ 56,376
1005 NEW	0599	UNCLASSIFIED	VACANT	WR	BQ63A	\$	41,489	\$ 41,489	\$ 41,489	\$ 41,489	\$ 41,489

GRAND TOTAL \$ 1,079,185

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**THE NAVAJO NATION
DETAILED BUDGET AND JUSTIFICATION**

Page ____ of ____
BUDGET FORM 4

PART I. PROGRAM INFORMATION:				
Program Name/Title: _____		Navajo Nation EPA ARPA		Business Unit No.: _____ NEW
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)	
	2001 PERSONNEL EXPENSES		1,547,335	
2110	REGULAR	1,079,185		
	(5) Five Navajo Nation EPA Staff - \$215,837 x 5 Years = \$1,079,185	1,079,185.00		
	1,079,185.00			
2200	SALARY ADJUSTMENT			
	.2220 Step increases, GWA, and related			
2510	OVERTIME			
	.2920 Overtime Pay Regular			
2900	FRINGE BENEFIT			
	.2900 Five (5) Regular Status Employees \$1,079,185 x 43.38% = \$468,150	468,150		
	.2900 Step increases, GWA and related.			
	.2920 Overtime Pay Regular			
TOTAL		1,547,335	1,547,335	

V. J. 11/16/11

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**THE NAVAJO NATION
DETAILED BUDGET AND JUSTIFICATION**

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BUDGET FORM 4

PART I. PROGRAM INFORMATION:				
Program Name/Title: _____		Navajo Nation EPA ARPA		Business Unit No.: _____ NEW
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)	
	3000 TRAVEL EXPENSES Meals and lodging expenses directly related to program business. Other miscellaneous travel to and from authorized training seminars, workshops, conferences, and other program related functions.		166,665	
3110	FLEET <div style="text-align: right; margin-right: 20px;">6% Sales Tax</div> <div style="text-align: right; margin-right: 20px;">Total:</div> .3111 Monthly Premium (Group B, Class XVII 5-Passenger Mid-Size Sedan) 329 23,252 <div style="text-align: right; margin-right: 20px;">\$457 x 12mos x 4 yrs= \$21,936</div> <div style="text-align: right; margin-right: 20px;">335 23,659</div> .3113 Mileage: (Group B, Class XVII Sedan) 1500 mi x \$0.31 X 12mos X 4yrs=\$22,320	46,911		
3230	PERSONAL TRAVEL .3240 \$55/Daily Per diem Meals x 180 days for 4 staff \$49,500.00 .3250 \$95/night Lodging Per Diem x 80 nights x 5 staff \$38,000.00 .3260 POV @ 50093 mi. x \$0.575 * \$28,803.48 \$28,804 .3290 Other Travel Expenses: Baggage fees, parking fee \$3,450.00 <div style="text-align: right; border-top: 1px solid black;">\$119,753.48</div>	* 119,753		
TOTAL		166,665	166,665	

* Change based on NUBF(1) to reconcile
with allocated amount.
8/11/16/21

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**THE NAVAJO NATION
DETAILED BUDGET AND JUSTIFICATION**

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BUDGET FORM 4

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(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 Stationary, envelopes, binders, folders, labels, pens and pencils, stapler/staples, and other supplies necessary for daily operation of the department		75,000
4120	OFFICE SUPPLIES .4130 General Office Supplies: \$6,000	6,000	
4200	NON CAPITAL ASSETS .4230 Non-Cap Computer Equipment: Touchbook Laptops @\$2,500 each x 10 laptops = \$25,000.00 .4220 Non-Cap Analytical Equipment: \$7,500	32,500	
4410	OPERATING SUPPLIES .4420 General Operating Supplies: \$6,000.00 .4440 Non-Cap Computer Software: \$20,800.00 .4450 Postage, Shipping: \$600.00 .4479 Uniforms: \$2,000.00 .4520 Bulk Paper: \$600.00 .4530 Printing/Binding/Photocopying: \$900.00 .4540 Books, Periodicals, Subscriptions: \$600.00	31,500	
	4600 TRANSPORTATION SUPPLIES		
4610	SUPPLIES .4620 Parts & Supplies: \$5,000.00 Minor repairs for tribal vehicles such as windshield replacements	5,000	
TOTAL		75,000	75,000

Handwritten signature/initials

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**THE NAVAJO NATION
DETAILED BUDGET AND JUSTIFICATION**

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BUDGET FORM 4

PART I. PROGRAM INFORMATION:				
Program Name/Title: _____			Business Unit No.: _____	
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)	
	5000 LEASE & RENTAL Meeting Space Rental for meetings & work sessions. Booth rental for outreach activities.		50,000	
5310	BUILDING SPACE			
	5320 Meeting Space \$208.33 x 12 = \$2,500 x 5yrs = \$12,500	37,500		
	5330 Storage Space \$208.33 x 12 = \$2,500 x 5yrs = \$12,500			
	5340 Booth/Trade \$208.33 x 12 = \$2,500 x 5yrs = \$12,500			
5360	EQUIPMENT/SUPPLIES			
	5370 Equipment Rntl \$208.33 x 12 = \$2,500 x 5yrs = \$12,500	12,500		
TOTAL		50,000	50,000	

V. J. 11/16/21

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**THE NAVAJO NATION
DETAILED BUDGET AND JUSTIFICATION**

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BUDGET FORM 4

PART I. PROGRAM INFORMATION:			
Program Name/Title: _____ Navajo Nation EPA ARPA		Business Unit No.: _____ NEW	
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)
	5500 COMMUNICATION & UTILITIES Basic telephone service, line charges, hardware/install		60,000
5520	TELEPHONE .5530 Basic Service: \$5000 .5560 Hardware/Install: \$5000 .5550 Optional Charges: \$5000	15,000	
5570	INTERNET .5580 DSL: \$5,000 .5600 Internet Services: \$19,000	24,000	
5750	SERVICES .5760 Water Services: \$1,000	1,000	
	6000 REPAIRS & MAINTENANCE Annual Repairs and Maintenance for equipment		
6130	SERVICE .6140 Furn & Equip Services: \$20,000 (10 Copier/Scanner/Telefax Machine)	20,000	
TOTAL		60,000	60,000

*** ~~6130~~ 6130 will total \$30,000, therefore entered into FAIS*

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**THE NAVAJO NATION
DETAILED BUDGET AND JUSTIFICATION**

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BUDGET FORM 4

PART I. PROGRAM INFORMATION:				
Program Name/Title: _____			Business Unit No.: _____	
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)
	6000 REPAIRS & MAINTENANCE Building Maintenance & Repairs due to flooding. Annual repair & maintenance on Xerox Copier machines and Computer Hardware. Staff utilizing DIT support.			50,000
6020	SUPPLIES 6030 Bldg R&M Suply 10000 (\$2,000 x 5 yrs)		10,000	
6040	SERVICES 6050 Bldg R&M Svcs 10000 (\$2,000 x 5 years)		10,000	
6110	SUPPLIES 6120 R&M Furn& Equip 10000 (\$2,000 x 5 yrs)		10,000	
6130	SERVICES 6140 R&M Furn&Equip \$10,000 (\$2,000 x 5 yrs)		10,000	
6300	TECHNOLOGY 6310 R&M Comp Hrdwr \$5,000 (\$1,000 x 5 yrs) 6320 Software Supt @\$250 x 4 = \$1,000 x 5 yrs = \$5,000		10,000	
TOTAL			50,000	50,000

**6130 will total \$30,000, therefore entered into FMIS.

9/11/16/21

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THE NAVAJO NATION
DETAILED BUDGET AND JUSTIFICATIONPage ____ of ____
BUDGET FORM 4

PART I. PROGRAM INFORMATION:			
Program Name/Title: _____		Business Unit No.: _____	
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)
	6500 CONTRACTUAL SERVICES Professional consulting service fees and expenses for strategic planning session		5,861,581
6520	CONSULTING .6530 Fees: \$4,661,581 .6540 Expenses: \$200,000	4,861,581	
6830	OTHER TECHNICAL SERVICES .6850 Diagnostics/Testing/Evaluation	1,000,000	
TOTAL		5,861,581	5,861,581

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**THE NAVAJO NATION
DETAILED BUDGET AND JUSTIFICATION**

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BUDGET FORM 4

PART I. PROGRAM INFORMATION:			
Program Name/Title: _____		Navajo Nation EPA ARPA	
Business Unit No.: _____		NEW	
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)
	7000 SPECIAL TRANSACTION Employee training fees and Insurance premiums		60,000
7510	TRAINING & REGISTRATION .7520 Training/ Registration (OSHA, CAA, 8-Hr HAZWOPER Refresher, etc.) 43,584	43,584	
7600	EMPLOYEE RELATED EXPENSES .7650 Background Checks- Five (5) full-time staff (sensitive position) @ \$80.00 x 5= \$400.00	400	
7710	INSURANCE PREMIUMS .7720 Property Contents \$25,000/\$1,000= \$25.00 X \$0.71= \$88.75 .7740 Vehicle Auto Liability PP Vehicle under 1 Ton (One-5 Passenger FWD) \$686.90 .7750 Vehicle Auto Physical Damage (Vehicle under 1 Ton) \$809.85 .7765 Policy Payment (General Liability) \$317,265/100 x \$0.25 \$3,965.00 .7766 Deductible Expense (Vehicle under 1 Ton) \$2,500.00 .7767 Workers Compensation (less fringe): \$221,275.96/100 x \$0.72 \$7,965.90 \$16,016.40	16,016	
TOTAL		60,000	60,000

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THE NAVAJO NATION
DETAILED BUDGET AND JUSTIFICATIONPage ____ of ____
BUDGET FORM 4

PART I. PROGRAM INFORMATION:			
Program Name/Title: _____ Navajo Nation EPA ARPA		Business Unit No.: _____ NEW	
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)
	9000 CAPITAL OUTLAY		223,372
9140	EQUIPMENT .9144 Analytical Equipment: \$50,000	50,000	
9160	VEHICLE .9162 Automobile: For use in travel to locations for regulatory reviews, etc. Estimated \$40,000 for 1/4 ton pickup or Mid-Size Sedan	173,372	
TOTAL		223,372	223,372

✓-KJ 11/16/21

Page ____ of ____
BUDGET FORM 5

PART I. PROGRAM INFORMATION:					Business Unit No.:		NEW	
Program Name/Title: Navajo Nation Environmental Protection Agency								
PART II. PERSONNEL/POSITION CHANGES:								
(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)
Type of Change	Sub Acct Object Code	Position Number	Job Type / Class Code	Position Title	Employee ID No. or Vacant	Salary	Fringe Benefit	Total (Col. G + H)
NEW	1001	NEW	3033	Assoc. Env. Specialist	VACANT	45,226	19,619	64,845
NEW	1002	NEW	3033	Assoc. Env. Specialist	VACANT	45,226	19,619	64,845
NEW	1003	NEW	1366	Office Specialsit	VACANT	27,520	11,938	39,458
NEW	1004	NEW	3312	Assoc. Civil Engineer	VACANT	56,376	24,456	80,832
NEW	1005	NEW	1519	Accountant	VACANT	41,489	17,998	59,487
	</							

✓ 10/10/20