

# THE NAVAJO NATION

JONATHAN NEZ | PRESIDENT MYRON LIZER | VICE PRESIDENT



November 30, 2021

## TRANSMITTAL

TO : Dr. Pearl Yellowman, Division Director  
Navajo Nation Division of Community Development (NN DCD)

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

SUBJECT : NN DCD - Fiscal Recovery Funds (FRF)

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

NN DCD - Central Support Service (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
	\$ 10,683,627.00	

### II. Data Entered in FMIS Regarding:

- New Contract or Grant Company No. 8059 Business Unit (K#) K211509
- 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 23, 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





THE NAVAJO NATION  
PROGRAM BUDGET SUMMARY

PART I. Business Unit No.: <u>K211509</u> <u>NEW</u>		Program Title: <u>DIVISION OF COMMUNITY DEVELOPMENT - ARPA OFFICE</u>		Division/Branch: <u>EXECUTIVE BRANCH</u>				
Prepared By: <u>Lydell Davis</u>		Phone No.: <u>(928) 871-7246</u>		Email Address: <u>ldavis@nndcd.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
American Recovery Plan Act/FRF	8/24/21-12/31/26	10,683,627.00	100%	2001 Personnel Expenses	1		8,601,941	
				3000 Travel Expenses				
				3500 Meeting Expenses				
				4000 Supplies	1		20,751	
				5000 Lease and Rental				
				5500 Communications and Utilities				
				6000 Repairs and Maintenance				
				6500 Contractual Services	1		1,980,234	
				7000 Special Transactions	1		80,701	
				8000 Public Assistance				
				9000 Capital Outlay				
				9500 Matching Funds				
				9500 Indirect Cost				
				TOTAL		\$0.00	10,683,627.00	0
TOTAL: \$10,683,627.00 100%				PART IV. POSITIONS AND VEHICLES		(D)	(E)	
				Total # of Positions Budgeted:			35	
				Total # of Vehicles Budgeted:			0	
PART V. I HEREBY ACKNOWLEDGE THAT THE INFORMATION CONTAINED IN THIS BUDGET PACKAGE IS COMPLETE AND ACCURATE.								
SUBMITTED BY: <u>Pearl Yellowman</u>			APPROVED BY: <u>Paulson Chaco</u>					
Program Manager's Printed Name			Division Director / Branch Chief's Printed Name					
<u><i>Pearl Yellowman</i></u>			<u><i>Paulson Chaco</i></u>			<u>11-23-21</u>		
Program Manager's Signature and Date			Division Director / Branch Chief's Signature and Date					

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**THE NAVAJO NATION  
PROGRAM PERFORMANCE CRITERIA**

<b>PART I. PROGRAM INFORMATION:</b>									
Business Unit No.: <u>NEW</u>			Program Name/Title: <u>Division of Community Development - ARPA Office</u>						
<b>PART II. PLAN OF OPERATION/RESOLUTION NUMBER/PURPOSE OF PROGRAM:</b> CJY-41-21 Fiscal Recovery Fund: authorizing the establishment of a Navajo Nation Fiscal Recovery Fund Office.									
<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> <u>Develop policy and procedures for ARPA operations.</u>									
<b>Program Performance Measure/Objective:</b> <u>Complete by the 4th quarter.</u>				1					
<b>2. Goal Statement:</b> <u>Develop self-monitoring &amp; compliance instruments for quality assurance</u>									
<b>Program Performance Measure/Objective:</b> <u>Implement self-monitoring and evaluate program management to avoid audits</u>				1					
<b>3. Goal Statement:</b> <u>Complete ARPA projects within timeline specified for projects.</u>									
<b>Program Performance Measure/Objective:</b> <u>Establish network and partnership with entities and agencies to complete ARPA projects.</u>				1		1			
<b>4. Goal Statement:</b> <u>Conduct project coordination meetings with chapters and stakeholders.</u>									
<b>Program Performance Measure/Objective:</b> <u>Complete coordination meetings on quarterly basis.</u>		1		1		1		1	
<b>5. Goal Statement:</b> <u>Professional staff development and training.</u>									
<b>Program Performance Measure/Objective:</b> <u>Enhance capacity, require staff to attend a program beneficial training.</u>		1		1		1		1	
<b>PART IV. I HEREBY ACKNOWLEDGE THAT THE ABOVE INFORMATION HAS BEEN THOROUGHLY REVIEWED.</b>									
<u>Pearl Yellowman</u> Program Manager's Printed Name				<u>Paulson Chaco</u> Division Director/Branch Chief's Printed Name					
 Program Manager's Signature and Date				 Division Director/Branch Chief's Signature and Date					

*Handwritten initials*

THE NAVAJO NATION  
LISTING OF POSITIONS AND ASSIGNMENTS BY BUSINESS UNIT

SUB ACCT	POS NO	JOB TYPE	POSITION TITLE	EMP ID	WRKSITE CODE	G/S	FY 2021 *	FY 2022	FY 2023	FY 2024	FY 2025
1002	NEW	599	Project Manager	VACANT	Windowroct	BQ64A	45,226	45,226	45,226	45,226	
1003	NEW	599	Project Manager	VACANT	Windowroct	BQ64A	45,226	45,226	45,226	45,226	
1004	NEW	599	Project Manager	VACANT	Windowroct	BQ64A	45,226	45,226	45,226	45,226	
1005	NEW	599	Project Manager	VACANT	Windowroct	BQ64A	45,226	45,226	45,226	45,226	
1006	NEW	599	Planner/Estimator	VACANT	Windowroct	BQ65A	49,319	49,319	49,319	49,319	
1007	NEW	599	Planner/Estimator	VACANT	Windowroct	BQ65A	49,319	49,319	49,319	49,319	
1008	NEW	599	Planner/Estimator	VACANT	Windowroct	BQ65A	49,319	49,319	49,319	49,319	
1009	NEW	599	Planner/Estimator	VACANT	Windowroct	BQ65A	49,319	49,319	49,319	49,319	
1010	NEW	599	Planner/Estimator	VACANT	Windowroct	BQ65A	49,319	49,319	49,319	49,319	
1012	NEW	599	Programs and Project Spec.	VACANT	Windowroct	BQ63A	41,489	41,489	41,489	41,489	
1013	NEW	599	Programs and Project Spec.	VACANT	Windowroct	BQ63A	41,489	41,489	41,489	41,489	
1014	NEW	599	Programs and Project Spec.	VACANT	Windowroct	BQ63A	41,489	41,489	41,489	41,489	
1015	NEW	599	Programs and Project Spec.	VACANT	Windowroct	BQ63A	41,489	41,489	41,489	41,489	
1016	NEW	599	Programs and Project Spec.	VACANT	Windowroct	BQ63A	41,489	41,489	41,489	41,489	
1017	NEW	599	Programs and Project Spec.	VACANT	Windowroct	BQ63A	41,489	41,489	41,489	41,489	
1018	NEW	599	Accountant	VACANT	Windowroct	BQ63A	41,489	41,489	41,489	41,489	
1019	NEW	599	Accountant	VACANT	Windowroct	BQ63A	41,489	41,489	41,489	41,489	
1020	NEW	599	Accountant	VACANT	Windowroct	BQ63A	41,489	41,489	41,489	41,489	
1021	NEW	599	Contract Compliance Officer	VACANT	Windowroct	BQ64A	45,226	45,226	45,226	45,226	
1022	NEW	599	Contract Compliance Officer	VACANT	Windowroct	BQ64A	45,226	45,226	45,226	45,226	
1023	NEW	599	Contract Compliance Officer	VACANT	Windowroct	BQ64A	45,226	45,226	45,226	45,226	
1024	NEW	599	Construction Inspector	VACANT	Windowroct	BQ63A	41,489	41,489	41,489	41,489	
1025	NEW	599	Construction Inspector	VACANT	Windowroct	BQ63A	41,489	41,489	41,489	41,489	
1026	NEW	599	Construction Inspector	VACANT	Windowroct	BQ63A	41,489	41,489	41,489	41,489	
1027	NEW	599	Construction Inspector	VACANT	Windowroct	BQ63A	41,489	41,489	41,489	41,489	
1028	NEW	599	Construction Inspector	VACANT	Windowroct	BQ63A	41,489	41,489	41,489	41,489	
1029	NEW	599	Construction Inspector	VACANT	Windowroct	BQ63A	41,489	41,489	41,489	41,489	
1030	NEW	599	Information System Technician	VACANT	Windowroct	BQ60A	32,635	32,635	32,635	32,635	
1031	NEW	599	Information System Technician	VACANT	Windowroct	BQ60A	32,635	32,635	32,635	32,635	
1032	NEW	599	Public Information Officer	VACANT	Windowroct	BQ63A	41,489	41,489	41,489	41,489	
1033	NEW	599	Public Information Officer	VACANT	Windowroct	BQ63A	41,489	41,489	41,489	41,489	
1034	NEW	599	Office Specialist	VACANT	Windowroct	BQ58A	27,520	27,520	27,520	27,520	
1035	NEW	599	Office Specialist	VACANT	Windowroct	BQ58A	27,520	27,520	27,520	27,520	
1036	NEW	599	Office Specialist	VACANT	Windowroct	BQ58A	27,520	27,520	27,520	27,520	
1037	NEW	599	Attourney	VACANT	Windowroct	BQ68A	63,496	63,496	63,496	63,496	

GRAND TOTAL \$ 6,054,942

*J. J. Johnston*

**THE NAVAJO NATION  
DETAILED BUDGET AND JUSTIFICATION**

PART I. PROGRAM INFORMATION:			
Program Name/Title: <u>Division of Community Development - ARPA Office</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)
2110	<b>2001 PERSONNEL</b> REGULAR 2120 Project Manager 5 positions x 4 years 2120 Planner/Estimator 5 positions x 4 years 2120 Programs and Projects Specialist 6 positions x 4 years 2120 Accountant 3 positions x 4 years 2120 Contract Compliance Officer 2 positions x 4 years and 1 position x 3 years 2120 Construction Inspector 6 positions x 4 years 2120 Information Systems Technician 2 positions x 4 years 2120 Public Information Officer 2 positions x 4 years 2120 Office Specialist 3 positions x 4 years 2120 Attorney 1 position x 4 years <u>6,054,942</u>	6,054,942	8,681,576
2900	<b>FRINGE BENEFITS</b> Regular Status: 6,054,942 x 43.38% = 2,626,634	2,626,634	
<b>TOTAL</b>		8,681,576	8,681,576

*J. P. [Signature]* 1/24/21

**THE NAVAJO NATION  
DETAILED BUDGET AND JUSTIFICATION**

PART I. PROGRAM INFORMATION:			
Program Name/Title: <u>Division of Community Development - ARPA Office</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)
	<b>4000 SUPPLIES</b>		20,751
4120	Office Supplies 4130: General Office Supplies: desktop supplies, binders, papers, etc. \$20,751	20,751	
	<b>6500 CONTRACTUAL SERVICES</b>		1,900,000
6520	Consulting 6530: Any ARPA related costs to be incurred by DCD. Year 1: \$750,000.00; Year 2: \$600,000.00; Year 3: \$350,000.00; Year 4-5: \$200,000	1,900,000	
	<b>7000 SPECIAL TRANSACTIONS</b>		81,300
7510	Training & Professional Dues 7520: Training for continued learning Year 1: \$5000; Year 2: \$5000; Year 3: \$4000; Year 4-5: \$2000	16,000	
	7767: Workers Comp Premium (Less Fringe) 6,054,942/100 x .72	43,596	
	7765: Policy Payment (Gen. Liability) 8,681,576/100 x .25	21,704	
<b>TOTAL</b>		2,002,051	2,002,051

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

FY \_\_\_\_\_

**PART I. PROGRAM INFORMATION:**  
 Program Name/Title: Division of Community Development - ARPA Office Business Unit No.: NEW  
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<b>PART II. PERSONNEL/POSITION CHANGES:</b>								
(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)
1001	NEW	599	3503	Project Manager	Vacant	45,226	19,619	64,845
1002	NEW	599	3503	Project Manager	Vacant	45,226	19,619	64,845
1003	NEW	599	3503	Project Manager	Vacant	45,226	19,619	64,845
1004	NEW	599	3503	Project Manager	Vacant	45,226	19,619	64,845
1005	NEW	599	3503	Project Manager	Vacant	45,226	19,619	64,845
1006	NEW	599	3327	Planner/Estimator	Vacant	49,319	21395	70,714
1007	NEW	599	3327	Planner/Estimator	Vacant	49,319	21395	70,714
1008	NEW	599	3327	Planner/Estimator	Vacant	49,319	21395	70,714
1009	NEW	599	3327	Planner/Estimator	Vacant	49,319	21395	70,714
1010	NEW	599	3327	Planner/Estimator	Vacant	49,319	21395	70,714
1012	NEW	599	1252	Programs and Project Spec.	Vacant	41,489	17,998	59,487
1013	NEW	599	1252	Programs and Project Spec.	Vacant	41,489	17,998	59,487
1014	NEW	599	1252	Programs and Project Spec.	Vacant	41,489	17,998	59,487
1015	NEW	599	1252	Programs and Project Spec.	Vacant	41,489	17,998	59,487
1016	NEW	599	1252	Programs and Project Spec.	Vacant	41,489	17,998	59,487
1017	NEW	599	1252	Programs and Project Spec.	Vacant	41,489	17,998	59,487
1018	NEW	599	1519	Accountant	Vacant	41,489	17,998	59,487
1019	NEW	599	1519	Accountant	Vacant	41,489	17,998	59,487
1020	NEW	599	1519	Accountant	Vacant	41,489	17,998	59,487
1021	NEW	599	2020	Contract Compliance Officer	Vacant	45,226	19,619	64,845
1022	NEW	599	2020	Contract Compliance Officer	Vacant	45,226	19,619	64,845
1023	NEW	599	2020	Contract Compliance Officer	Vacant	45,226	19,619	64,845
1024	NEW	599	3515	Construction Inspector	Vacant	41,489	17,998	59,487
1025	NEW	599	3515	Construction Inspector	Vacant	41,489	17,998	59,487
1026	NEW	599	3515	Construction Inspector	Vacant	41,489	17,998	59,487
1027	NEW	599	3515	Construction Inspector	Vacant	41,489	17,998	59,487
1028	NEW	599	3515	Construction Inspector	Vacant	41,489	17,998	59,487
1029	NEW	599	3515	Construction Inspector	Vacant	41,489	17,998	59,487
1030	NEW	599	1872	Information System Technician	Vacant	32,635	14,157	46,792
1031	NEW	599	1872	Information System Technician	Vacant	32,635	14,157	46,792
1032	NEW	599	2041	Public Information Officer	Vacant	41,489	17,998	59,487
1033	NEW	599	2041	Public Information Officer	Vacant	41,489	17,998	59,487
1034	NEW	599	1366	Office Specialist	Vacant	27,520	11,938	39,458
1035	NEW	599	1366	Office Specialist	Vacant	27,520	11,938	39,458
1036	NEW	599	1366	Office Specialist	Vacant	27,520	11,938	39,458
1037	NEW	599	2146	Attouney	Vacant	63,496	27,545	91,041
<b>PAGE TOTAL:</b>						891,352	661,566	1,552,918

*L. P. J. 11/21/21*

# 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

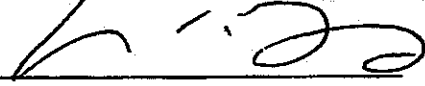
**SUBJECT :** DELEGATION OF AUTHORITY – CHIEF OF STAFF


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