

# THE NAVAJO NATION

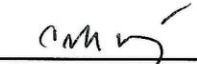
JONATHAN NEZ | PRESIDENT MYRON LIZER | VICE PRESIDENT



November 30, 2021

## TRANSMITTAL

TO : Alexious Becenti, Sr., Forestry Department Manager  
Navajo Forestry Department / DNR

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

SUBJECT : Navajo Forestry Department - Fiscal Recovery Funds (FRF); Regulatory Cost

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

Navajo Forestry Department - Regulatory Cost	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
	\$ 991,293.00	

### II. Data Entered in FMIS Regarding:

- New Contract or Grant Company No. 8059 Business Unit (K#) K211512
- 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 22, 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**

<b>PART I. Business Unit No.:</b> <u>NEW</u>		<b>Program Title:</b> <u>ARPA Forestry Department</u>		<b>Division/Branch:</b> <u>Natural Resources/Executive</u>	
<b>Prepared By:</b> <u>A.BECENTI</u>		<b>Phone No.:</b> <u>928-729-4007</u>		<b>Email Address:</b> <u>acbecenti@navajo-nsn.gov</u>	


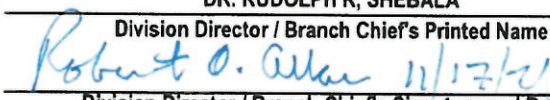
PART II. FUNDING SOURCE(S)	Fiscal Year /Term	Amount	% of Total	PART III. BUDGET SUMMARY	Fund Type Code	(A) NNC Approved Original Budget	(B) Proposed Budget	(C) Difference or Total
ARPA Admin Funds	10/01/21-9/30/22	198,259	20%	2001 Personnel Expenses	4	0	825,390	
ARPA Admin Funds	10/01/22-9/30/23	198,259	20%	3000 Travel Expenses	4	0	76,020	
ARPA Admin Funds	10/01/23-9/30/24	198,259	20%	3500 Meeting Expenses				
ARPA Admin Funds	10/01/24-9/30/25	198,259	20%	4000 Supplies	4	0	80,680	
ARPA Admin Funds	10/01/25-9/30/26	198,259	20%	5000 Lease and Rental				
				5500 Communications and Utilities				
				6000 Repairs and Maintenance				
				6500 Contractual Services				
				7000 Special Transactions	4	0	9,203	
				8000 Public Assistance				
				9000 Capital Outlay				
				9500 Matching Funds				
				9500 Indirect Cost				
<b>TOTAL</b>						-	991,293	0

<b>PART IV. POSITIONS AND VEHICLES</b>			(D)	(E)
Total # of Positions Budgeted:		0	4	
Total # of Vehicles Budgeted:		0	2	


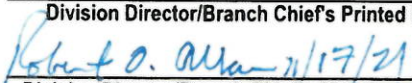
**PART V. I HEREBY ACKNOWLEDGE THAT THE INFORMATION CONTAINED IN THIS BUDGET PACKAGE IS COMPLETE AND ACCURATE.**

<p><b>SUBMITTED BY:</b> <u>ALEXIOUS C. BECENTI, SR.</u>                  Program Manager's Printed Name</p> <p> <u>11/17/2021</u>                  Program Manager's Signature and Date</p>	<p><b>APPROVED BY:</b> <u>DR. RUDOLPH R, SHEBALA</u>                  Division Director / Branch Chief's Printed Name</p> <p> <u>11/17/21</u>                  Division Director / Branch Chief's Signature and Date</p>
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*Handwritten initials and date: 11/25/21*

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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>Forestry Department</u>						
<b>PART II. PLAN OF OPERATION/RESOLUTION NUMBER/PURPOSE OF PROGRAM:</b> <u>RDCO-70-16</u>									
The Navajo Forestry Department is authorized to develop and recommend policies, rules, regulations and management plans governing the multiple-use and sustained yield of the Navajo Nation forest and woodlands in the best interest of the Navajo Nation.									
<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>									
Create ARPA Project Review Program to permit compliance of ARPA Project's forest product removal.									
<b>Program Performance Measure/Objective:</b>									
To issue forest product permits for tree harvesting within ARPA Projects		15		5		20		20	
<b>2. Goal Statement:</b>									
<b>Program Performance Measure/Objective:</b>									
<b>3. Goal Statement:</b>									
<b>Program Performance Measure/Objective:</b>									
<b>4. Goal Statement:</b>									
<b>Program Performance Measure/Objective:</b>									
<b>5. Goal Statement:</b>									
<b>Program Performance Measure/Objective:</b>									
<b>PART IV. I HEREBY ACKNOWLEDGE THAT THE ABOVE INFORMATION HAS BEEN THOROUGHLY REVIEWED.</b>									
<u>ALEXIOUS C. BECENTI, SR.</u> Program Manager's Printed Name				<u>DR. RUDOLPH R. SHEBALA</u> Division Director/Branch Chief's Printed Name					
 Program Manager's Signature and Date				 Division Director/Branch Chief's Signature and Date					

*Handwritten signature/initials*

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**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
1001	NEW	0599	UNCLASSIFIED	VACANT	FDA	BQ63A	\$ 41,489	\$ 41,489	\$ 41,489	\$ 41,489	\$ 41,489
1002	NEW	0599	UNCLASSIFIED	VACANT	FDA	BQ57A	\$ 25,244	\$ 25,244	\$ 25,244	\$ 25,244	\$ 25,244
1003	NEW	0599	UNCLASSIFIED	VACANT	FDA	BQ57A	\$ 25,244	\$ 25,244	\$ 25,244	\$ 25,244	\$ 25,244
1004	NEW	0599	UNCLASSIFIED	VACANT	FDA	BQ56A	\$ 23,156	\$ 23,156	\$ 23,156	\$ 23,156	\$ 23,156
							<u>\$ 115,133</u>	<u>\$ 115,133</u>	<u>\$ 115,133</u>	<u>\$ 115,133</u>	<u>\$ 115,133</u>

GRAND TOTAL \$1,151,330

*J. M. [Signature]*

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**THE NAVAJO NATION  
DETAILED BUDGET AND JUSTIFICATION**

PART I. PROGRAM INFORMATION:			
Program Name/Title: <u>Forestry Department</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>2001 PERSONNEL EXPENSES</b>		825,390
	To pay for employee salary and fringe benefits		
2110	REGULAR	575,665	
	2120 (4) Regular Full-Time position per Budget Form 3		
2900	FRINGE BENEFITS	249,725	
	4 Regular Status                    \$115,133                    x    43.38%                    =    \$49,945 x 5 yrs. =    \$    249,725		
	<b>3000 TRAVEL EXPENSES</b>		76,020
	To pay for Rental and Mileage for 2 GSA vehicles		
3140	GSA	76,020	
	3141 RENTAL VEH @ VARIOUS RATES FOR 60 MONTHS =                    \$30,120		
	3143 MILEAGE VEH @ VARIOUS RATES FOR 60 MONTHS =                    \$45,900		
	<b>4000 SUPPLIES</b>		80,680
	To pay for operating supplies, including but not limited to paper, pens, safety vest and equipment		
4410	OPERATING SUPPLIES	80,680	
	4420 GENERAL OPERATING SUPPLIES                    \$80,680.00		
	<b>7000 SPECIAL TRANSACTIONS</b>		9,203
	To pay for cost for insurance for general liability insurance and workman's compensation insurance		
7710	INSURANCE PREMIUMS	9,203	
	7740 VEHICLE LIABILITY                    \$1,375.00		
	7750 VEHICLE DAMAGE                    \$1,620.00		
	7765 Policy Payment (General Liab:                    \$825,390 / 100 X 0.25 =                    \$2,063		
	7767 Workers Comp (less Fringe)                    \$575,665 / 100 X 0.72 =                    \$4,145		
<b>TOTAL</b>		<b>991,293</b>	<b>991,293</b>

*Jeff Walker*

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

PART I. PROGRAM INFORMATION:								
Program Name/Title: <u>Forestry Department</u>					Business Unit No.: <u>NEW</u>			
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	1252	Programs and Project Specialist	Vacant	41,489	17,998	59,487
NEW	1002	NEW	3058	Forest Maintenance Worker	Vacant	25,244	10,951	36,195
NEW	1003	NEW	3058	Forest Maintenance Worker	Vacant	25,244	10,951	36,195
NEW	1004	NEW	1364	Office Assistant	Vacant	23,156	10,045	33,201
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<b>PAGE TOTAL:</b>						\$ 115,133	\$ 49,945	\$ 165,078

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# THE NAVAJO NATION

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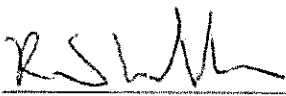
JONATHAN NEZ | PRESIDENT MYRON LIZER | VICE PRESIDENT



October 1, 2021

## MEMORANDUM

TO: ALL DEPARTMENT MANAGERS  
DIVISION OF NATURAL RESOURCES

FROM:   
Rudolph R. Shebala, Executive Director  
Division of Natural Resources


SUBJECT: Delegation of Authority for Fiscal Year 2022

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Please be advised that in the event that I, Division Director of the Division of Natural Resources, is not in the office or otherwise unavailable, Mr. Robert O. Allan, Principal Attorney, Division of Natural Resources, shall be delegated authority as Acting Division Director of the Division of Natural Resources. This is a standing authority until further notice.

Please cooperate with Mr. Allan in this standing delegation of authority. Should you have any questions, please contact me.

### ACKNOWLEDGED:

  
Robert O. Allan, Principal Attorney  
Division of Natural Resources