

THE NAVAJO NATION

JONATHAN NEZ | PRESIDENT MYRON LIZER | VICE PRESIDENT



November 30, 2021

TRANSMITTAL

TO : Elizabeth Begay, Acting Controller
Navajo Nation Office of the Controller (NN OOC)

FROM : C. M. M. S.
Cordell Shortey, Contracting Officer
Contracts and Grants Section / OMB

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

I. Information on Contract (per Original Award):

U.S. Treasury American Recovery Plan Act (ARPA)	21.019
NN OOC - CSS	
Title of Contract	Funding Agency
CJY-41-21	2022
\$ 17,664,168.00	03/11/2021 to 12/31/2026
Grant No.	Term - Begin and End Date

II. Data Entered in FMIS Regarding:

☒ New Contract or Grant Company No. 8059 Business Unit (K#) K211514

☐ 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. CGS made adjust to budget to increase by one dollar (\$1) to reflect the amount allocated by Navajo Nation Council and Navajo Nation OPVP.

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 2022 2026

**THE NAVAJO NATION
ARPA PROGRAM BUDGET SUMMARY**

Page 1 of
BUDGET FORM 1

PART I. Business Unit No.: <u>New</u> K211514				Program Title: <u>OOC ARPA Budget</u>		Division/Branch: <u>Office of the Controller</u>	
Prepared By: <u>Laura Johnson</u>				Phone No.: <u>871-6510</u>		Email Address: <u>lajohnson@nnooc.org</u>	

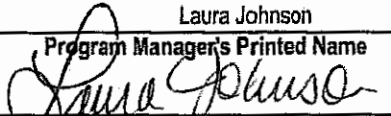
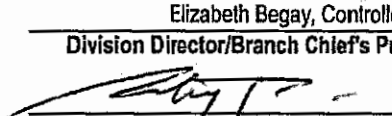
PART II. FUNDING SOURCE(S)	Fiscal Year /Term	Amount	% of Total	PART III. BUDGET SUMMARY	Fund Type Code	(A) NNC Approved Original Budget	(B) Proposed Budget	(C) Difference or Total
ARPA	4 years	17,664,167	100%	2001 Personnel Expenses			7,244,343	7,244,343
				3000 Travel Expenses			0	0
				3500 Meeting Expenses			0	0
				4000 Supplies			498,356	498,356
				5000 Lease and Rental			180,000	180,000
				5500 Communications and Utilities			301,653	301,653
				6000 Repairs and Maintenance			2,640,585	2,640,585
				6500 Contractual Services			5,371,875	5,371,875
				7000 Special Transactions			78,510	78,510
				8000 Public Assistance				
				9000 Capital Outlay			1,348,844	1,348,844
				9500 Matching Funds				
				9500 Indirect Cost				
				TOTAL		\$0	17,664,167	17,664,167

PART IV. POSITIONS AND VEHICLES	(D)	(E)
Total # of Positions Budgeted:	0	36
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>Laura Johnson</u>		APPROVED BY: <u>Elizabeth Begay, Controller</u>	
Program Manager's Printed Name		Division Director / Branch Chief's Printed Name	
Program Manager's Signature and Date <u>11/23/21</u>		Division Director / Branch Chief's Signature and Date <u>11/23/21</u>	

✓ 11/23/21* 11/23/21 - To reconcile with amount allocated.

Page 2 of 11
BUDGET FORM 2

PART I. PROGRAM INFORMATION:											
Business Unit No.:		New		Program Name/Title:			OOC ARPA Budget				
PART II. PLAN OF OPERATION/RESOLUTION NUMBER/PURPOSE OF PROGRAM:											
None											
PART III. PROGRAM PERFORMANCE CRITERIA:											
				1st QTR		2nd QTR		3rd QTR		4th QTR	
				Goal	Actual	Goal	Actual	Goal	Actual	Goal	Actual
1. Goal Statement:											
To process all ARPA payroll for the nation											
Program Performance Measure/Objective											
Issue checks to 345,000 eligible Navajos negatively impacted by COVID-19				172,500		172,500					
2. Goal Statement:											
Process ARPA Invoices 30 days of receipt											
Program Performance Measure/Objective											
Process ARPA vendor invoices in 30-days of receipt				30 days		30 days		30 days		30 days	
3. Goal Statement:											
Contract Accounting Reporting of ARPA funds											
Program Performance Measure/Objective											
To submit all Financial reports to grantor per quarter for 4-years				1		1		1		1	
4. Goal Statement:											
To complete all ARPA FMIS Projects											
Program Performance Measure/Objective											
FMIS Optimization Project listing to be completed Year 1=2 Year 2=2 Year 3=1 Year 4=1				25%		25%		25%		25%	
5. Goal Statement:											
To ensure ARPA funds meets funding requirements for audit											
Program Performance Measure/Objective											
To update on a quarterly basis per Audit Requirements				1		1		1		1	
PART IV. I HEREBY ACKNOWLEDGE THAT THE ABOVE INFORMATION HAS BEEN THOROUGHLY REVIEWED.											
Laura Johnson Program Manager's Printed Name  Program Manager's Signature and Date					Elizabeth Begay, Controller Division Director/Branch Chief's Printed Name  Division Director/Branch Chief's Signature and Date						

FY _____

THE NAVAJO NATION
LISTING OF POSITIONS AND ASSIGNMENTS BY BUSINESS UNIT

Page 3 of 10
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	BQ62A	\$ 38,837	\$ 38,837	\$ 38,837	\$ 38,837	\$ -
1002	NEW	0599	UNCLASSIFIED	VACANT	WR	BQ62A	\$ 38,837	\$ 38,837	\$ 38,837	\$ 38,837	\$ -
1003	NEW	0599	UNCLASSIFIED	VACANT	WR	BQ63A	\$ 41,489	\$ 41,489	\$ 41,489	\$ 41,489	\$ -
1004	NEW	0599	UNCLASSIFIED	VACANT	WR	BQ63A	\$ 41,489	\$ 41,489	\$ 41,489	\$ 41,489	\$ -
1005	NEW	0599	UNCLASSIFIED	VACANT	WR	BQ63A	\$ 41,489	\$ 41,489	\$ 41,489	\$ 41,489	\$ -
1006	NEW	0599	UNCLASSIFIED	VACANT	WR	BQ65A	\$ 49,319	\$ 49,319	\$ 49,319	\$ 49,319	\$ -
1007	NEW	0599	UNCLASSIFIED	VACANT	WR	BQ65A	\$ 49,319	\$ 49,319	\$ 49,319	\$ 49,319	\$ -
1008	NEW	0599	UNCLASSIFIED	VACANT	WR	BQ65A	\$ 49,319	\$ 49,319	\$ 49,319	\$ 49,319	\$ -
1009	NEW	0599	UNCLASSIFIED	VACANT	WR	BQ67A	\$ 58,276	\$ 58,276	\$ 58,276	\$ 58,276	\$ -
1010	NEW	0599	UNCLASSIFIED	VACANT	WR	BQ67A	\$ 58,276	\$ 58,276	\$ 58,276	\$ 58,276	\$ -
1011	NEW	0599	UNCLASSIFIED	VACANT	WR	BQ60A	\$ 32,635	\$ 32,635	\$ 32,635	\$ 32,635	\$ -
1012	NEW	0599	UNCLASSIFIED	VACANT	WR	BQ59A	\$ 15,003	\$ 15,003	\$ 15,003	\$ 15,003	\$ -
1013	NEW	0599	UNCLASSIFIED	VACANT	WR	BQ59A	\$ 15,003	\$ 15,003	\$ 15,003	\$ 15,003	\$ -
1014	NEW	0599	UNCLASSIFIED	VACANT	WR	BQ59A	\$ 15,003	\$ 15,003	\$ 15,003	\$ 15,003	\$ -
1015	NEW	0599	UNCLASSIFIED	VACANT	WR	BQ61A	\$ 17,780	\$ 17,780	\$ 17,780	\$ 17,780	\$ -
1016	NEW	0599	UNCLASSIFIED	VACANT	WR	BQ56A	\$ 11,578	\$ 11,578	\$ 11,578	\$ 11,578	\$ -
1017	NEW	0599	UNCLASSIFIED	VACANT	WR	BQ67A	\$ 58,276	\$ 58,276	\$ 58,276	\$ 58,276	\$ -
1018	NEW	0599	UNCLASSIFIED	VACANT	WR	BQ59A	\$ 30,005	\$ 30,005	\$ 30,005	\$ 30,005	\$ -
1019	NEW	0599	UNCLASSIFIED	VACANT	WR	BQ59A	\$ 30,005	\$ 30,005	\$ 30,005	\$ 30,005	\$ -
1020	NEW	0599	UNCLASSIFIED	VACANT	WR	BQ59A	\$ 30,005	\$ 30,005	\$ 30,005	\$ 30,005	\$ -
1021	NEW	0599	UNCLASSIFIED	VACANT	WR	BQ59A	\$ 30,005	\$ 30,005	\$ 30,005	\$ 30,005	\$ -
1022	NEW	0599	UNCLASSIFIED	VACANT	WR	BQ59A	\$ 30,005	\$ 30,005	\$ 30,005	\$ 30,005	\$ -
1023	NEW	0599	UNCLASSIFIED	VACANT	WR	BQ59A	\$ 30,005	\$ 30,005	\$ 30,005	\$ 30,005	\$ -
1024	NEW	0599	UNCLASSIFIED	VACANT	WR	BQ59A	\$ 30,005	\$ 30,005	\$ 30,005	\$ 30,005	\$ -
1025	NEW	0599	UNCLASSIFIED	VACANT	WR	BQ59A	\$ 30,005	\$ 30,005	\$ 30,005	\$ 30,005	\$ -
1026	NEW	0599	UNCLASSIFIED	VACANT	WR	BQ56A	\$ 23,156	\$ 23,156	\$ 23,156	\$ 23,156	\$ -
1027	NEW	0599	UNCLASSIFIED	VACANT	WR	BQ61A	\$ 35,559	\$ 35,559	\$ 35,559	\$ 35,559	\$ -
1028	NEW	0599	UNCLASSIFIED	VACANT	WR	BQ61A	\$ 35,559	\$ 35,559	\$ 35,559	\$ 35,559	\$ -
1029	NEW	0599	UNCLASSIFIED	VACANT	WR	BQ61A	\$ 35,559	\$ 35,559	\$ 35,559	\$ 35,559	\$ -
1030	NEW	0599	UNCLASSIFIED	VACANT	WR	BQ63A	\$ 41,489	\$ 41,489	\$ 41,489	\$ 41,489	\$ -
1031	NEW	0599	UNCLASSIFIED	VACANT	WR	BQ63A	\$ 41,489	\$ 41,489	\$ 41,489	\$ 41,489	\$ -
1032	NEW	0599	UNCLASSIFIED	VACANT	WR	BQ63A	\$ 41,489	\$ 41,489	\$ 41,489	\$ 41,489	\$ -
1033	NEW	0599	UNCLASSIFIED	VACANT	WR	BQ63A	\$ 41,489	\$ 41,489	\$ 41,489	\$ 41,489	\$ -
1034	NEW	0599	UNCLASSIFIED	VACANT	WR	BQ55A	\$ 21,258	\$ 21,258	\$ 21,258	\$ 21,258	\$ -
1035	NEW	0599	UNCLASSIFIED	VACANT	WR	BQ60A	\$ 32,635	\$ 32,635	\$ 32,635	\$ 32,635	\$ -
1036	NEW	0599	UNCLASSIFIED	VACANT	WR	BQ63A	\$ 41,489	\$ 41,489	\$ 41,489	\$ 41,489	\$ -
							\$ 1,263,137	\$ 1,263,137	\$ 1,263,137	\$ 1,263,137	

GRAND TOTAL: \$ 5,052,548

Handwritten signature

**THE NAVAJO NATION
ARPA DETAILED BUDGET AND JUSTIFICATION**

Page of
BUDGET FORM 4

PART I. PROGRAM INFORMATION:				
Program Name/Title: _____		OOC ARPA Budget _____		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		7,244,343	
2110	Regular (36) Regular Status Personnel: \$1,263,137 x 4 years:	5,052,548		
2900	Fringe Benefits Permanent \$547,949 x 4 years:	2,191,795		
TOTAL		7,244,343	7,244,343	

*\$1.00 added to balance amount allocated.
7/11/2011

**THE NAVAJO NATION
ARPA DETAILED BUDGET AND JUSTIFICATION**

Page of
BUDGET FORM 4

PART I. PROGRAM INFORMATION:			
Program Name/Title: _____		OOA ARPA Budget	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)
	4000 Supplies		498,356
4120	Office Supplies Postage supplies, Maroon Check Stock, Envelopes	220,000	
4200	Non Capital Computer Equipment- to be replaced on an annual basis FMIS		
	Laptops with docking stations & monitors, Projector and screen	110,096	
	Scanners	75,000	
	FMIS Backup Battery \$10,000 (172 APS Replacements x \$58.14) OOC backup batteries for printers and pcs due to numerous brown outs	10,000	
	FMIS Backup Battery \$5,252 x 5 (1 Backup Battery Cells) big batteries that backup network located at DIT	26,260	
	Dell Server (10 x \$5,000 Dell Servers) FMIS Servers to be replaced \$50,000	50,000	
	Printer Cartridges	7,000	
TOTAL		498,356	498,356

Signature

**THE NAVAJO NATION
ARPA DETAILED BUDGET AND JUSTIFICATION**

Page of
BUDGET FORM 4

PART I. PROGRAM INFORMATION:				
Program Name/Title: _____		OOC ARPA Budget _____		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)	
5310	5000 Lease and Rental Building Space Rental Disaster Recovery Site Rental - \$36,000 /yr x 5 yrs = \$180,000	180,000	180,000	
5570	5500 Communications and Utilities Internet Expense - Frontier Communication Internet service, DIT will not allow us to use their traffic overload 5590 Communication Expense T3 Internet Fee \$13,300 x 5- yrs (\$1,108.33 x 12 mos) 5580 DSL Line (includes Ft. Defiance) \$4,480 x 5 yrs (\$373.33 x 12 mos) Property Internet \$1,750 per mo x 12 = \$21,000 x 5 yrs 5600 Disaster Recovery Site Internet Expense (\$875.00x 12 mos = \$10,500) x 5	66,500 22,400 105,000 52,500	301,653	
5610	Wireless Wireless communication expenses \$920.89 x 12 mo = \$11,050.68 x 5	55,253		
TOTAL		481,653	481,653	

1-27 11/29/21

Page ____ of ____
BUDGET FORM 4

1. My abate

Page __ of __
BUDGET FORM 4

5/17/21

Page __ of __
BUDGET FORM 4

1/27/21

Page ____ of ____
BUDGET FORM 4

1/20/21

FY 2022

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

Page ____ of ____

PART I. PROGRAM INFORMATION:								
Program Name/Title: _____				OOC ARPA Budget		Business Unit No.: _____		NEW
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.	Salary	Fringe Benefit	Total (Col. G + H)
NEW	1001	NEW	1531	Associate Accountant	VACANT	38,837	16,847	55,684
NEW	1002	NEW	1531	Associate Accountant	VACANT	38,837	16,847	55,684
NEW	1003	NEW	1519	Accountant	VACANT	41,489	17,998	59,487
NEW	1004	NEW	1519	Accountant	VACANT	41,489	17,998	59,487
NEW	1005	NEW	1519	Accountant	VACANT	41,489	17,998	59,487
NEW	1006	NEW	1518	Senior Accountant	VACANT	49,319	21,395	70,714
NEW	1007	NEW	1518	Senior Accountant	VACANT	49,319	21,395	70,714
NEW	1008	NEW	1518	Senior Accountant	VACANT	49,319	21,395	70,714
NEW	1009	NEW	1517	Principal Accountant	VACANT	58,276	25,280	83,556
NEW	1010	NEW	1522	Accounting Supervisor	VACANT	58,276	25,280	83,556
NEW	1011	NEW	1365	Senior Office Specialist	VACANT	32,635	14,157	46,792
NEW	1012	NEW	4016	Senior Property Clerk	VACANT	15,003	6,508	21,511
NEW	1013	NEW	4016	Senior Property Clerk	VACANT	15,003	6,508	21,511
NEW	1014	NEW	4016	Senior Property Clerk	VACANT	15,003	6,508	21,511
NEW	1015	NEW	4015	Property Supervisor	VACANT	17,780	7,713	25,492
NEW	1016	NEW	4017	Property Clerk	VACANT	11,578	5,023	16,601
NEW	1017	NEW	1522	Accounting Supervisor	VACANT	58,276	25,280	83,556
NEW	1018	NEW	1534	Accounts Maintenance Specialsit (AP/Pcard)	VACANT	30,005	13,016	43,021
NEW	1019	NEW	1534	Accounts Maintenance Specialsit (AP/Pcard)	VACANT	30,005	13,016	43,021
NEW	1020	NEW	1534	Accounts Maintenance Specialsit (AP/Pcard)	VACANT	30,005	13,016	43,021
NEW	1021	NEW	1534	Accounts Maintenance Specialsit (AP/Pcard)	VACANT	30,005	13,016	43,021
NEW	1022	NEW	1534	Accounts Maintenance Specialsit (AP/Pcard)	VACANT	30,005	13,016	43,021
NEW	1023	NEW	1534	Accounts Maintenance Specialsit (AP/Pcard)	VACANT	30,005	13,016	43,021
NEW	1024	NEW	1534	Accounts Maintenance Specialsit (AP/Pcard)	VACANT	30,005	13,016	43,021
NEW	1025	NEW	1534	Accounts Maintenance Specialsit (AP/Pcard)	VACANT	30,005	13,016	43,021
NEW	1026	NEW	1364	Office Assistant	VACANT	23,156	10,045	33,201
NEW	1027	NEW	4004	Buyer	VACANT	35,559	15,425	50,984
NEW	1028	NEW	4004	Buyer	VACANT	35,559	15,425	50,984
NEW	1029	NEW	4004	Buyer	VACANT	35,559	15,425	50,984
NEW	1030	NEW	1519	Accountant	VACANT	41,489	17,998	59,487
NEW	1031	NEW	1519	Accountant	VACANT	41,489	17,998	59,487
NEW	1032	NEW	1519	Accountant	VACANT	41,489	17,998	59,487
NEW	1033	NEW	1519	Accountant	VACANT	41,489	17,998	59,487
NEW	1034	NEW	4007	Store Clerk	VACANT	21,258	9,222	30,480
NEW	1035	NEW	1528	Payroll Technician	VACANT	32,635	14,157	46,792
NEW	1036	NEW	1519	Accountant	VACANT	41,489	17,998	59,487
PAGE TOTAL:						\$ 1,263,137	\$ 547,949	\$ 1,811,086

v. j. j. h. k. u.

NNOM3-BF5

FY _____

THE NAVAJO NATION
EXTERNAL CONTRACT AND GRANT FUNDING INFORMATION

Page ____ of ____
BUDGET FORM 6

PART I. PROGRAM INFORMATION:		Funding Period: _____		
Program Name/Title: _____		K #: _____		
Contract/Grant No.: _____		Prepared by: _____		
PART II. PURPOSE OF FUNDING AND MATCH FUNDS REQUIREMENT				
PART III. BUDGET INFORMATION:				
	(A) Major Object Code and Description	(B) Current Award Fiscal Year ____	(C) Anticipated Funding Fiscal Year ____	(D) Difference Columns (C) - (B)
2001	Personnel Expenses			
3000	Travel Expenses			
3500	Meeting Expenses			
4000	Supplies			
5000	Lease and Rental			
5500	Communication and Utilities			
6000	Repairs and Maintenance			
6500	Contractual Services			
7000	Special Transaction			
8000	Assistance			
9000	Capital Outlay			
9510	Matching - Cash			
9610	Matching - In - Kind			
9710	Indirect Cost (Overhead) Allocation			
TOTALS:		-	-	
PART IV.		MATCH FUNDS - No. of Positions:		.
MATCH FUNDS - Required GF Cash Match:				.
CONCURRED BY:		Required GF In-Kind Match:		.
Contracting Officer's Signature / Date: _____		Required GF % Match:		.
PART V. ACKNOWLEDGEMENT:				
Submitted by (print): _____		Approved by (print): _____		
Signature/Date: _____		Signature/Date: _____		

Handwritten signature