

LEGISLATIVE SUMMARY SHEET

Tracking No. 0081-17

DATE: February 2, 2017

TITLE OF RESOLUTION: AN ACTION RELATING TO RESOURCES AND DEVELOPMENT COMMITTEE, BUDGET AND FINANCE, NAABIK'ÍYÁTI' COMMITTEE AND NAVAJO NATION COUNCIL; AUTHORIZING AND ACCEPTING A DISCRETIONARY GRANT BETWEEN THE ASSISTANT SECRETARY – INDIAN AFFAIRS, OFFICE OF DEPARTMENT OF THE INTERIOR, BUREAU OF INDIAN AFFAIRS, OFFICE OF INDIAN ENERGY AND ECONOMIC DEVELOPMENT AND THE NAVAJO NATION IN THE AMOUNT OF \$20,000.00

PURPOSE: This resolution if approved will authorize and accept the 2016 Native American Business Development Institute (NABDI) Economic Feasibility Study Program Grant for the Commercial Development Feasibility Study project to the Navajo Division of Economic Development (Business Unit No. K160780), in the amount of \$20,000.00, for the purpose of studying two (2) communities: (1) Thoreau Business Park – Commercial Development Initiatives eighty-six (86) acres; and (2) Nageezi/Chaco Canyon National Park.

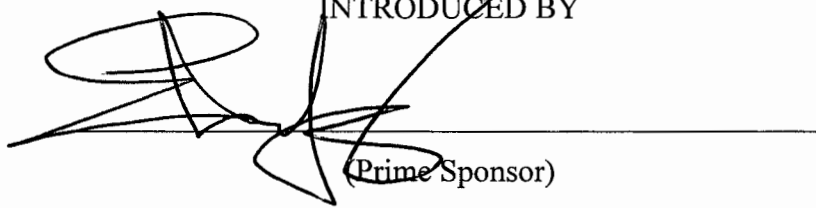
This written summary does not address recommended amendments as may be provided by the standing committee. The Office of Legislative Counsel requests each committee member to review the proposed legislation in detail.

5-DAY BILL HOLD PERIOD: None
Website Posting Time/Date: 3:58pm 02/23/2017
Posting End Date: 2/28/2017
Eligible for Action: 3/1/2017

Resources & Development Committee
THENCE
Budget & Finance Committee

PROPOSED NAVAJO NATION COUNCIL RESOLUTION
23rd NAVAJO NATION COUNCIL -- Third Year, 2017

INTRODUCED BY



(Prime Sponsor)

TRACKING NO. 0081-17

AN ACTION

RELATING TO RESOURCES AND DEVELOPMENT COMMITTEE, BUDGET AND
FINANCE, NAABIK'ÍYÁTI' COMMITTEE AND NAVAJO NATION COUNCIL;
AUTHORIZING AND ACCEPTING A DISCRETIONARY GRANT BETWEEN THE
ASSISTANT SECRETARY – INDIAN AFFAIRS, OFFICE OF DEPARTMENT OF THE
INTERIOR, BUREAU OF INDIAN AFFAIRS, OFFICE OF INDIAN ENERGY AND
ECONOMIC DEVELOPMENT AND THE NAVAJO NATION IN THE AMOUNT OF
\$20,000.00

BE IT ENACTED:

SECTION ONE. AUTHORITY

- A. The Navajo Nation Council established the Resources and Development Committee (RDC) as a standing committee and as such gave RDC oversight authority over the Division of Economic Development. 2 N.N.C. §§ 500 (A) and 501 (C)(1) (2012).
- B. The Navajo Nation Council established the Budget and Finance Committee (B&F) as a standing committee and as such gave B&F the power to authorize, approve and accept grants from federal authorities upon the recommendation of the standing committee which as oversight of the program which has applied for the grant. 2 N.N.C. §§ 300(A) and 301(B)(15) (2012); *see also* CJA-03-13.
- C. The Naabik'íyáti' Committee reviews proposed resolutions that require final action by the Navajo Nation Council. 2 N.N.C. § 164(A)(9).

1
2 **SECTION TWO. FINDINGS**

- 3 A. The United States Department of the Interior Office of the Secretary notified Navajo
4 Nation President Russell Begaye, the funding proposal for the 2016 Native American
5 Business Development Institute (NABDI) Economic Feasibility Study Program Grant has
6 been approved in the amount of \$20,000.00, letter attached hereto as **Exhibit A**.
- 7 B. The DOI/BIA and the Navajo Nation agree that the scope of the project is to provide
8 funding to a 2016 Native American Business Development Institute (NABDI) Economic
9 Feasibility Study Program Grant for the Commercial Development Feasibility Study
10 project, attached hereto as **Exhibit B**.
- 11 C. The agreement shall become effective on Sept. 1, 2016, the date of signature of the BIA
12 Go and shall remain in effect for one year or upon final completion of the Project or
13 unless terminated or modified in accordance with the provisions of 43 CFR Part 12,
14 Subpart F, Section 12.961 and 43 CFR Part 12, Subpart C, Section 12.83, Section I –
15 Amendments. *See* **Exhibit B**.
- 16 D. The grant will study two (2) communities: (1) Thoreau Business Park – Commercial
17 Development Initiatives eighty-six (86) acres; and (2) Nageezi/Chaco Canyon National
18 Park, memorandum for Albert Lee to Navajo Nation President Russell Begaye attached
19 hereto as **Exhibit C**.
- 20 E. The Eastern Regional Business Development Office letter is attached as **Exhibit D**; the
21 Chaco Canyon Nation Park Commercial Development Feasibility Study is attached as
22 **Exhibit E**; and the Request for Proposal is attached as **Exhibit F**.
- 23 F. Once the Grant and Cooperative Agreement is completed and signed the Navajo Nation
24 authorizes the transfer of funds needed to begin and complete the Feasibility Study; Grant
25 and Cooperative Agreement is attached hereto as **Exhibit G**.
- 26 G. All application for external funds including acceptance of grant award shall be subject to
27 Document Review as required by Navajo Nation law prior to submission to external
28 funding agency or final processing. *See* Fiscal Year 2017 Budget Instructions Manual,
29 Instruction for Submission of Budget for External Funding, 80, 84 (June 21, 2016).
- 30

1 H. The Office of Management and Budget 164 Review Document No. 006889 Eastern
2 RBDO Grant Acceptance memorandum, is surnamed as *sufficient*, is attached hereto as
3 **Exhibit H.** (Emphasis added).

4 I. Award on external funds: (1) the budget shall reflect the amount of award which is made
5 based on application that was submitted by the Navajo Nation; and (2) submission of
6 budget is required on additional or decrease to funds awarded through contract
7 modification or carryover approved by the funding agency. The Budget forms for the
8 Grant Award are attached hereto as **Exhibit I.** *See* Fiscal Year 2017 Budget Instructions
9 Manual, Instruction for Submission of Budget for External Funding, 80, 80 (June 21,
10 2016).

11 J. The Navajo Nation finds accepting the 2016 Native American Business Development
12 Institute (NABDI) Economic Feasibility Study Program Grant for the Commercial
13 Development Feasibility Study project, in the amount of \$20,000.00 is in the best interest
14 of the Navajo Nation.

15
16 **SECTION THREE. AUTHORIZING AND ACCEPTING GRANT IN THE AMOUNT**
17 **OF \$20,000**

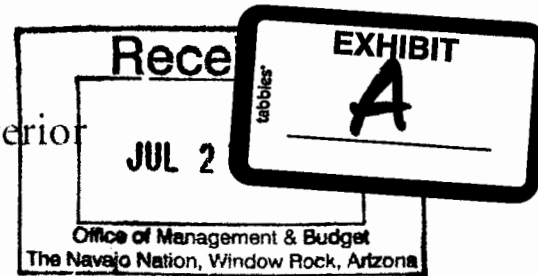
18 The Navajo Nation authorizes and accepts the 2016 Native American Business
19 Development Institute (NABDI) Economic Feasibility Study Program Grant for the
20 Commercial Development Feasibility Study project to the Navajo Division of Economic
21 Development (Business Unit No. K160780), in the amount of \$20,000.00, for the purpose of
22 studying two (2) communities: (1) Thoreau Business Park – Commercial Development
23 Initiatives eighty-six (86) acres; and (2) Nageezi/Chaco Canyon National Park.



United States Department of the Interior

OFFICE OF THE SECRETARY
Washington, DC 20240

JUL 19 2016



The Honorable Russell Begaye
President, Navajo Nation
P.O. Box 7440
Window Rock, AZ 86515

Dear President Begaye:

On behalf of the Division of Economic Development (DED), I am pleased to inform you your funding proposal for a 2016 Native American Business Development Institute (NABDI) Economic Feasibility Study Program grant has been approved in the amount of \$20,000.00 for your project, Commercial Development Feasibility Study. The Department of the Interior's decision is final.

As part of the review process, the DED ranking panel adjusted your original budget by either changing the amounts or removing some of the line items. Please refer to the budget table in the attachment which shows the original budget line item and DED's adjustment. If you have any questions, please contact your assigned DED Project Monitor.

The DED has assigned Ms. Anne Jennings, Economic Development Specialist, to serve as project monitor. Ms. Jennings can be reached directly at Anne.Jennings@BIA.gov. The project monitor will be available to discuss or advise on technical issues of the project. In addition, all written correspondence concerning the project should be addressed to the project monitor, including required quarterly progress reports. All final decisions to approve or decline a request are the responsibility of the Grant Officer.

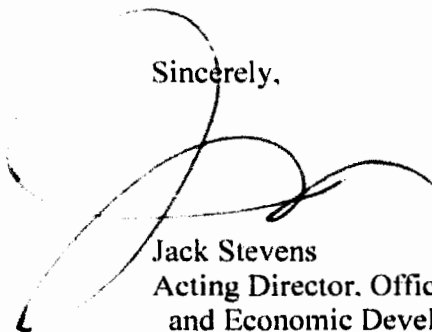
In an effort to streamline the funding process for your award this year, the funding will be processed as a Federal grant and will be administered in accordance with 43 CFR Part 12, Administrative and Audit Requirements and Cost Principles for Assistance Programs and 25 CFR Part 276, Uniform Administrative Requirements for Grants. Under Public Law 113-235, 128 Stat. 2409, the BIA may carry out the operation of Indian programs by direct expenditures, contracts, cooperative agreements, compacts, and grants, either directly or in cooperation with States and other organizations.

A grant assistance agreement package will be sent for signature. Once signed, the grant agreement authorizes the transfer of funds to the Navajo Nation through the Automated Standard Application for Payments (ASAP). Until a fully executed award document is signed by both the Tribe and Grant Official, no project work can begin. The grant will be administered by Jo Ann Metcalfe, Grant Officer, Division of Acquisition, Bureau of Indian Affairs, Central Office, Reston, VA.

By accepting this award, the Navajo Nation shall submit quarterly narrative and financial reports as well as a final report due 60 days after the project completion date. The Narrative Report shall consist of project status, accomplishments for the quarter, problems/solutions, or any unexpected issues. The Financial Report shall utilize the SF-425, Federal Financial Report to IA pursuant to 2 C.F.R. § 200.327.

We wish you every success in your NABDI feasibility study project this year. We know the importance of economic development and hope that this grant moves your community forward along that path. Congratulations again on being awarded this grant and thank you for working to pursue economic development for your community. Please contact your project monitor if you have questions.

Sincerely,

A handwritten signature in black ink, appearing to read 'Jack Stevens', with a large, sweeping flourish extending from the end of the signature.

Jack Stevens
Acting Director, Office of Indian Energy
and Economic Development

cc: Regional Director, Navajo
Jo Ann Metcalfe, Grant Officer

Enclosure

ATTACHMENT

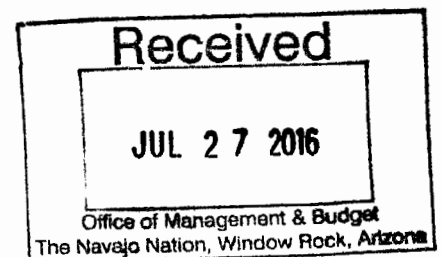
Navajo Nation 2016 NABDI Proposal

ERBDO Commercial Development Feasibility Study

Reviewers Adjusted Budget

NN ERBDO Commercial Development Feasibility Study

		Reviewer's Adjustment	Comments
	FY-2017		
NABDI Support	\$ 100,000	\$20,000	
Total:	\$100,000	\$20,000	
1. Chaco Cultural NHP	40,000		The ranking panel awarded \$20,000.00 in total for the overall project. Navajo Nation can choose to either apply these funds to one specific project for \$20,000.00 or use the \$20,000.00 toward the \$40,000.00 project.
2. Thoreau Commercial Development	20,000		
3. Crownpoint Indian MarketPlace	20,000		
4. Ft Defiance Commercial Development	20,000		
TOTAL:	100,000	\$20,000	





**DISCRETIONARY GRANT
A16AP00172**

Between

**Assistant Secretary – Indian Affairs
Office of Department of the Interior
Bureau of Indian Affairs
Office of Indian Energy and Economic Development
1951 Constitution, NW, MS: 20-SIB
Washington, DC 20245**

And

**The Navajo Nation
P.O. Box 7440
Window Rock, AZ 86515**

1. **GRANT RECIPIENT**

The Navajo Nation
P.O. Box 7440
Window Rock, AZ 86515

The Honorable Russell Begaye
The Navajo Nation
P.O. Box 7440
Window Rock, AZ 86515
Telephone: (928) 871-7000

Recipient Class: **PROJECT GRANT**

2. **STATEMENT OF OBJECTIVES**

- A. **Purpose.** This Grant **A16AP00172** is between the Assistant Secretary Indian Affairs, Office of Department of the Interior / Bureau of Indian Affairs, an executive agency of the U.S. Department of the Interior, hereinafter referred to as "DOI/BIA," on behalf of and in conjunction with The Navajo Nation.
- B. **Authority.** In accordance with 43 CFR Part 12, Administrative and Audit Requirements and Cost Principles for Assistance Programs and 25 CFR Part 276, Public Law 113-235 128 STAT. 2409, as amended.
- C. **Scope of Project.** The DOI/BIA and The Navajo Nation agree that the scope of the project is to provide funding to a 2016 Native American Business Development Institute (NABDI) Economic Feasibility Study Program for the Commercial Development Feasibility Study project. See attached proposal as amended.

3. **DEFINITIONS**

- A. Grant: Project Grant.
- B. Grant Officer (GO): The BIA's Grant Officer. The GO is the only individual authorized to obligate funds, award, modify or terminate an agreement. The GO is:

Jo Ann Metcalfe
Central Office Acquisitions
12220 Sun Rise Valley Dr.
Reston, VA 20191
Telephone: (703) 390-6410
Email: jo.metcalfe@bia.gov

- C. Project Officer (PO): The Project Officer. The PO will be designated for the purpose of administering the technical aspect of an agreement. The PO is authorized to clarify technical

requirements, and to review and approve work which is clearly within the scope of the work specified in an agreement. The PO is not authorized to issue changes or in any other way modify an agreement. The PO is:

Anne Jennings
Office of Indian Energy and Economic Development
1951 Constitution, NW, MS: 20-SIB
Washington, DC 20245
Telephone: (202) 215-0743
Email: anne.jennings@bia.gov

- D. The Bureau of Indian Affairs (BIA). May also be referred to as Bureau.
- E. The Navajo Nation. May be referred to as the recipient.
- F. The Code of Federal Regulations (CFR).
- G. Fiscal Year (FY): The federal fiscal year extends from October 1 of one year through September 30 of the following year.
- H. Not-to-Exceed (NTE) Amount: The maximum Federal funding amount.
- I. The Office of Management and Budget (OMB).
- J. Project Inspector (PI): The BIA's project inspector. At the time of award, a BIA employee(s) will be appointed as the PI. If appointed, the PI will be responsible for providing on-site inspection of the work. The PI will not be authorized to issue changes or in any way modify the agreement.
- K. Project Manager: The recipient's Project Manager is:

John Largo
The Navajo Nation
P.O. Box 7440
Window Rock, AZ 86515
Telephone: (505) 905-6400
Email: largojohn@hotmail.com

- L. Responsible Official: The recipient's Responsible Official. The responsible official is the individual who is authorized to act for the recipient's organization and commit the recipient to compliance with the terms and conditions of this agreement. The RO is:

The Honorable Russell Begaye
The Navajo Nation
P.O. Box 7440
Window Rock, AZ 86515

B. BIA RESPONSIBILITIES

Funding.

The BIA will provide payment to the recipient in accordance with Section 7, Funding Responsibilities, and Section 8, Payments of this agreement and applicable OMB and Treasury Regulations.

6. TERMS OF AGREEMENT

This agreement shall become effective on **September 1, 2016**, the date of signature of the BIA GO and shall remain in effect for one year or upon final completion of the Project or unless terminated or modified in accordance with the provisions of 43 CFR Part 12, Subpart F, Section 12.961 and 43 CFR Part 12, Subpart C, Section 12.83 and 12.84, Section I - Amendments.

7. FUNDING RESPONSIBILITIES

- A. The recipient estimates the total FY 2016/17 for The Navajo Nation at \$20,000.00. The DOI/BIA funding amounts for this is as follows:

TOTAL \$ 20,000.00

- B. The BIA agrees to obligate its share of funds to this project until **August 31, 2017**.
- C. At the time of award, the Government has \$20,000.00 available to obligate. The Government's obligation under this agreement is contingent upon the availability of appropriated funds from which payment for financial assistance purposes can be made. No legal liability on the part of the Government for any payment may arise until funds are made available to the Grant Officer for this grant and until the recipient receives notice of such availability, to be confirmed in writing by the Grant Officer.
- D. FY Carryover. Funds obligated but not expended in one FY can be carried forward and expended in the subsequent FY for this award.
- E. Cost Sharing. Cost sharing for this agreement shall be in accordance with 43 CFR, Subpart C, Section 12.64 for State, local and Indian tribal governments.
- F. Program Income. Program income generated by this agreement shall be in accordance with 43 CFR, Subpart C, Section 12.65 for State, local and Indian tribal governments.

8. PAYMENTS

- A. All Payment under this agreement will be made by the Government by electronic funds transfer (through the Treasury Financial Management Service, Automated Standard Application for

Payments (ASAP) <http://www.fms.treas.gov/asap/index.html>.

B. The recipient will submit an official invoice to:

Anne Jennings
Office of Indian Energy and Economic Development
1951 Constitution, NW, MS: 20-SIB
Washington, DC 20245
Telephone: (202) 215-0743
Email: anne.jennings@bia.gov

After the invoice is reviewed and approved, payment will be processed. Invoice should be based on progress and should not be submitted more than once a month.

C. All payments will be deposited in the banking information designated by the Tribe in the System for Award Management (SAM).

9. PROPERTY MANAGEMENT AND DISPOSITION

Any BIA property used or other property acquired under this agreement shall be governed by the provisions of 43 CFR, Subpart C, Section 12.71 through 12.73 for State, local and Indian tribal governments. The BIA assumes no liability for any actions or activities conducted under this agreement except to the extent that recourse or remedies are provided by Congress under the Federal Tort Claims Act [28 U.S.C. 1346(b), 2401(b), 2671 - 2680, as amended by P.L. 89-506, 80 Stat. 306]".

10. OWNERSHIP OF DOCUMENTS

To the extent permitted by law, all data prepared under this agreement shall be made available to the recipient without restriction or limitation on their further use, with exception of any documents or information which would be considered attorney/client privileged by the BIA and the Tribe.

11. KEY OFFICIALS

All notices to any party by any other party, required under this agreement, shall be delivered personally or sent by U.S. Mail, addressed to such party at the following respective addresses:

RECIPIENT

The Honorable Russell Begaye
The Navajo Nation
P.O. Box 7440
Window Rock, AZ 86515
Telephone: (928) 871-7000

BIA

Jack R. Stevens, Acting Director
Office of Indian Energy and
Economic Development
1951 Constitution, NW, MS: 20-SIB
Washington, DC 20245
Work: (202) 208-6764
Email: jack.stevens@bia.gov

Furthermore, within 14 days of execution of this Agreement, the Navajo Nation shall identify its Project Manager and provide his or her full contact information, including e-mail address, to the key official above. The BIA shall similarly identify its Project Inspector and provide his or her full contact information, including e-mail address, to the recipient's Key Officials.

12. SPECIAL TERMS AND CONDITIONS

A. Administrative and National Policy Requirements.

- Office of Management and Budget (OMB) Circulars

By accepting Federal assistance, your organization agrees to abide by the applicable OMB Circulars in the expenditure of Federal funds and performance under this program.

<http://www.whitehouse.gov/omb/circulars/>

2 CFR Part 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards

B. General Provisions.

This agreement incorporates the Standard Award Terms and Conditions found at the following Department of the Interior website as if they were given here:

http://www.doi.gov/pam/programs/financial_assistance/TermsandConditions.html. Upon request, the GO will provide the recipient a copy.

Acceptance of a Federal Financial Assistance award from the Department of the Interior (DOI) carries with it the responsibility to be aware of and comply with the terms and conditions of award. Acceptance is defined as the start of work, drawing down funds, or accepting the award via electronic means. Awards are based on the application submitted to, and as approved by DOI and are subject to the terms and conditions incorporated either directly or by reference in the following:

- Program legislation/regulation.

In accordance with 43 CFR Part 12, Administrative and Audit Requirements and Cost Principles for Assistance Programs and 25 CFR Part 276, Public Law 113-235 128 STAT. 2409, as amended.

- Special terms and conditions.

- 1) A proposal describing the planned activities and deliverable products.
- 2) A detailed budget estimate.
- 3) A designated project lead person who is authorized to make decisions.

- Code of Federal Regulations/Regulatory Requirements, as applicable; contact your program officer with any questions regarding the applicability of the following:
 - 1) 2 CFR Part 175 Trafficking Victims Protection Act of 2000
 - 2) 43 CFR 12(A) Administrative and Audit Requirements and Cost Principles for Assistance Programs
 - 3) 43 CFR 12(E) Buy American Requirements for Assistance Programs
 - 4) 43 CFR 12(C) Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local
 - 5) 43 CFR 43 Government-Wide Requirements for a Drug-Free Workplace
 - 6) 2 CFR Part 1400 Government-Wide Debarment and Suspension (Nonprocurement)
 - 7) 43 CFR 18 New Restrictions on Lobbying

C. Opposition to any Legislation.

In accordance with the Department of the Interior, Environment, and Related Agencies Act, 2006, Title IV, Section 402, No part of any appropriation contained in this Act shall be available for any activity or the publication or distribution of literature that in any way tends to promote public support or opposition to any legislative proposal on which Congressional action is not complete other than to communicate to Members of Congress as described in 18 U.S.C. 1913.

D. Endorsements.

Recipient shall not publicize or otherwise circulate, promotional material (such as advertisements, sales brochures, press releases, speeches, still and motion pictures, articles, manuscripts or other publications) which states or implies governmental, Departmental, bureau, or government employee endorsement of a product, service, or position which the recipient represents. No release of information relating to this award may state or imply that the Government approves of the recipient's work products, or considers the recipient's work product to be superior to other products or services.

All information submitted for publication or other public releases of information regarding this project shall carry the following disclaimer:

The views and conclusions contained in this document are those of the authors and should not be interpreted as representing the opinions or policies of the U.S. Government. Mention of trade names or commercial products does not constitute their endorsement by the U.S. Government.

Recipient must obtain prior Government approval for any public information releases concerning this award which refer to the Department of the Interior or any bureau or employee (by name or title). The specific text, layout photographs, etc. of the proposed release must be submitted with the request for approval.

A recipient further agrees to include this provision in a sub-award to and sub-recipient, except

for a sub-award to a State government, a local government, or to a federally recognized Indian tribal government.

E. Retention and Access Requirements for Records.

All recipient financial and programmatic records, supporting documents, statistical records, and other grants-related records shall be maintained and available for access in accordance with 43 CFR Subpart C, Section 12.82 for State, local and Indian tribal governments.

IG's Office Access to Records - Recipients shall provide additional access for the Inspector General's office to examine recipient's records and to interview officers/employees of recipient.

F. Increasing Seat Belt Use.

Recipients of grants/cooperative agreements and/or sub-awards are encouraged to adopt and enforce on-the-job seat belt use policies and programs for their employees when operating company-owned, rented, or personally owned vehicles. These measures include, but are not limited to, conducting education, awareness, and other appropriate programs for their employees about the importance of wearing seat belts and the consequences of not wearing them.

G. Prohibition on Text Messaging and Using Electronic Equipment Supplied by the Government while Driving.

Executive Order 13513, Federal Leadership on Reducing Text Messaging While Driving, was signed by President Barack Obama on October 1, 2009, reference:
<http://edocket.access.gpo.gov/2009/pdf/E9-24203.pdf>

This Executive Order introduces a Federal Government-wide prohibition on the use of text messaging while driving on official business or while using Government-supplied equipment. Additional guidance enforcing the ban will be issued at a later date. In the meantime, please adopt and enforce policies that immediately ban text messaging while driving company-owned or rented vehicles, government-owned or leased vehicles, or while driving privately-owned vehicles when on official government business or when performing any work for or on behalf of the government.

In accordance with Executive Order 13513, Recipients of grants/cooperative agreements and/or sub-awards are encouraged to adopt and enforce their own policies that ban employees from texting while driving when performing work for, or on behalf of the Government. You are also encouraged to educate your employees and to urge voluntary compliance with a texting ban for off duty employees.

H. Order of Precedence.

Any inconsistency in the agreement shall be resolved by giving precedence in the following order: (a) Any national policy requirements and administrative management standards; (b) 43 CFR Part 12; (c) requirements of the applicable OMB Circulars and Treasury regulations; (d)

special terms and conditions; and (e) all agreement sections, documents, exhibits, and attachments .

I. Amendments.

The agreement may be amended by written agreement signed by both the recipient's Authorized Representative and the GO. Administrative changes (i.e. GO name change, etc.) which do not change the Scope of Project, Project amount, etc. or otherwise affect the recipient may be signed unilaterally by the GO. Additionally, a unilateral amendment may be utilized if it should become necessary to suspend or terminate the agreement in accordance with 43 CFR, Subpart C, Section 12.83 for State, local and Indian tribal governments.

All other changes shall be made by means of a bilateral amendment to the agreement. No oral statement made by any person, or written statement by any person other than the GO, shall be allowed in any manner or degree to amend or otherwise effect the terms of the agreement.

All requests for amendment of the agreement shall be made in writing, provide a full description of the reason for the request, and be sent to the attention of the GO. Any request for project extension shall be made at least 30 days prior to the expiration date of the agreement or the expiration date of any extension period that may have been previously granted. Any determination to extend the period of performance or to provide follow-on funding for continuation of a project is solely at the discretion of the BIA.

J. Audit Requirements.

Non-Federal entities that expend \$750,000 or more during a year in Federal awards shall have a single or program-specific audit conducted for that year in accordance with the Single Audit Act Amendments of 1996 (31 U.S.C. 7501-7507) and revised OMB Circular A-133, which is available at http://www.whitehouse.gov/omb/grants/grants_circulars.html.

Federal awards are defined as Federal financial assistance and Federal cost-reimbursement contracts that non-Federal entities receive directly from Federal awarding agencies or indirectly from pass-through entities. They do not include procurement contracts, under grants or contracts, used to buy goods or services from vendors. Non-Federal entities that expend less than \$750,000 for a fiscal year in Federal awards are exempt from Federal audit requirements for that year, except as noted in A-133, § 215(a), but records must be available for review or audit by appropriate officials of the Federal agency, pass-through entity, and General Accounting Office (GAO).

Audits shall be made by an independent auditor in accordance with generally accepted government auditing standards covering financial audits. Additional audit requirements applicable to this agreement are found at 43 CFR 12.66 or 43 CFR 12.926, as applicable. General guidance on the single audit process is included in a pamphlet titled, "Highlights of the Single Audit Process" which is available on the internet at http://www.whitehouse.gov/omb/grants/grants_circulars.html. Additional information on single audits is available from the Federal Audit Clearinghouse at <http://harvester.census.gov/sac/>.

K. Officials Not to Benefit.

No member of or delegate to Congress, or resident commissioner, shall be admitted to any share of this agreement, or to any benefit arising from it. However, this clause does not apply to this agreement to the extent that this agreement is made with a corporation's general benefit.

L. Indian Preference Program.

In accordance with DIAR Part 1426 – Other Socio-Economic Programs, it is the BIA policy to place a fair share of purchases with Indian Owned Business Firms. The BIA is strongly committed to the objectives of this policy and encourages all recipients of its grants and cooperative agreements to take affirmative steps to ensure such fairness. Positive efforts shall be made by recipients to utilize Indian owned businesses whenever possible. Recipients of Federal awards shall take all of the following steps to further this goal:

- 1) Ensure that Indian owned businesses are used to the fullest extent practicable.
- 2) Make information on forthcoming opportunities available and arrange time frames for purchases and contracts to encourage and facilitate participation by Indian owned businesses.
- 3) Consider in the contract process whether firms competing for larger contracts intend to subcontract with Indian owned businesses.
- 4) Encourage contracting with consortiums of Indian owned businesses when a contract is too large for one of these firms to handle individually.
- 5) Use the services and assistance, as appropriate, of such organizations as the Small Business Development Agency in the solicitation and utilization of Indian owned.

M. System for Award Management (SAM).

Prior to award, the recipient shall register and maintain their own information with Dun & Bradstreet and the System for Award Management.

- Obtain a valid Dun & Bradstreet Number (D&B) from Dun & Bradstreet at the following site: <http://www.dnb.com/> or call 1(800) 333-0505.
- Register on the System for Award Management (SAM) at the following site: <https://www.sam.gov/portal/public/SAM/>

APPROVED BY:

Acting Director, BIA Office of Indian Energy and Economic Development Date

Shirrell Byrre 1-23-17
Approving Tribal Official Date

John Metcalf 07/27/16
BIA Grant Officer Date



United States Department of the Interior

OFFICE OF THE SECRETARY
Washington, DC 20240

JUL 19 2016



The Honorable Russell Begaye
President, Navajo Nation
P.O. Box 7440
Window Rock, AZ 86515

Dear President Begaye:

On behalf of the Division of Economic Development (DED), I am pleased to inform you your funding proposal for a 2016 Native American Business Development Institute (NABDI) Economic Feasibility Study Program grant has been approved in the amount of \$20,000.00 for your project, Commercial Development Feasibility Study. The Department of the Interior's decision is final.

As part of the review process, the DED ranking panel adjusted your original budget by either changing the amounts or removing some of the line items. Please refer to the budget table in the attachment which shows the original budget line item and DED's adjustment. If you have any questions, please contact your assigned DED Project Monitor.

The DED has assigned Ms. Anne Jennings, Economic Development Specialist, to serve as project monitor. Ms. Jennings can be reached directly at Anne.Jennings@BIA.gov. The project monitor will be available to discuss or advise on technical issues of the project. In addition, all written correspondence concerning the project should be addressed to the project monitor, including required quarterly progress reports. All final decisions to approve or decline a request are the responsibility of the Grant Officer.

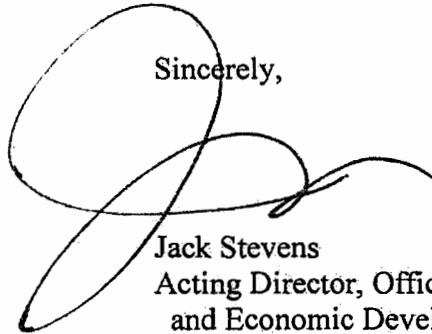
In an effort to streamline the funding process for your award this year, the funding will be processed as a Federal grant and will be administered in accordance with 43 CFR Part 12, Administrative and Audit Requirements and Cost Principles for Assistance Programs and 25 CFR Part 276, Uniform Administrative Requirements for Grants. Under Public Law 113-235, 128 Stat. 2409, the BIA may carry out the operation of Indian programs by direct expenditures, contracts, cooperative agreements, compacts, and grants, either directly or in cooperation with States and other organizations.

A grant assistance agreement package will be sent for signature. Once signed, the grant agreement authorizes the transfer of funds to the Navajo Nation through the Automated Standard Application for Payments (ASAP). Until a fully executed award document is signed by both the Tribe and Grant Official, no project work can begin. The grant will be administered by Jo Ann Metcalfe, Grant Officer, Division of Acquisition, Bureau of Indian Affairs, Central Office, Reston, VA.

By accepting this award, the Navajo Nation shall submit quarterly narrative and financial reports as well as a final report due 60 days after the project completion date. The Narrative Report shall consist of project status, accomplishments for the quarter, problems/solutions, or any unexpected issues. The Financial Report shall utilize the SF-425, Federal Financial Report to IA pursuant to 2 C.F.R. § 200.327.

We wish you every success in your NABDI feasibility study project this year. We know the importance of economic development and hope that this grant moves your community forward along that path. Congratulations again on being awarded this grant and thank you for working to pursue economic development for your community. Please contact your project monitor if you have questions.

Sincerely,

A handwritten signature in black ink, consisting of a large, stylized 'J' followed by a horizontal stroke and a small upward flick.

Jack Stevens
Acting Director, Office of Indian Energy
and Economic Development

cc: Regional Director, Navajo
Jo Ann Metcalfe, Grant Officer

Enclosure

ATTACHMENT

Navajo Nation 2016 NABDI Proposal

ERBDO Commercial Development Feasibility Study

Reviewers Adjusted Budget

NN ERBDO Commercial Development Feasibility Study

		Reviewer's Adjustment	Comments
	FY-2017		
NABDI Support	\$ 100,000	\$20,000	
Total:	\$100,000	\$20,000	
1. Chaco Cultural NHP	40,000		The ranking panel awarded \$20,000.00 in total for the overall project. Navajo Nation can choose to either apply these funds to one specific project for \$20,000.00 or use the \$20,000.00 toward the \$40,000.00 project.
2. Thoreau Commercial Development	20,000		
3. Crownpoint Indian MarketPlace	20,000		
4. Ft Defiance Commercial Development	20,000		
TOTAL:	100,000	\$20,000	



**THE
NAVAJO
NATION**

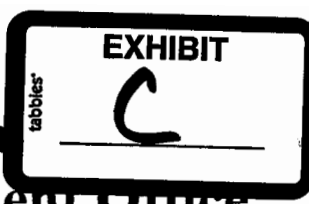
P.O. Box 250 • 211 E. Historic 66 • Churchrock, New Mexico 87311 • Ph: (505) 905-6400 • Fax: (505) 905-6401

**Eastern Regional
Development Office**

Division of Economic Development

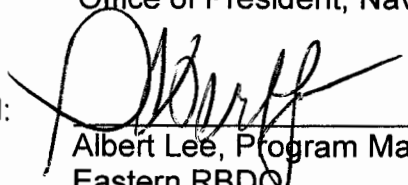
**JONATHAN NEZ
VICE-PRESIDENT**

**RUSSELL BEGAYE
PRESIDENT**



MEMORANDUM

TO: Honorable Russell Begaye
Office of President, Navajo Nation

FROM: 
Albert Lee, Program Manager
Eastern RBDO

DATE: December 22, 2016

SUBJECT: Administrative Review
2016 Native American Business Development Institute (BIA) \$20,000 Commercial
Feasibility Study Grant

The attached is a Grant and Cooperative Agreement (GCA) between the Navajo Nation and BIA for a \$20,000 BIA Grant for Commercial Feasibility Studies for the Navajo Nation.

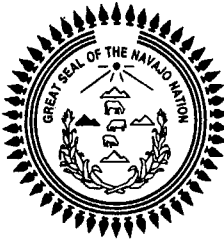
Once the Grant and Cooperative Agreement is completed/signed, this will allow the Navajo Nation to accept and authorize the transfer of funds needed to begin and complete the Feasibility Study.

Please notify our office once this Grant and Cooperative Agreement is completed so that our office can forward this GCA to BIA office for further processing.

For your information, the Grant will Study (2) Communities: Thoreau Business Park – Commercial Development initiatives (86 acres) and Nageezi/Chaco Canyon Hotel Project, the funds will update a 1993 Hotel Study for Chaco Canyon National Park.

Should the Office of the President/Vice President has any questions regarding this packet, please contact Mr. Edgar Tohtsoni at (505) 905-6400 and/or easternbizdev@yahoo.com.

Attached: Grant Award Letter



**THE
NAVAJO
NATION**

P.O. Box 250 • 211 E. Historic 66 • Churchrock, New Mexico 87311 • Ph: (505) 905-6400 • Fax: (505) 905-6401

**Eastern Regional
Development**

Division of Economic Development

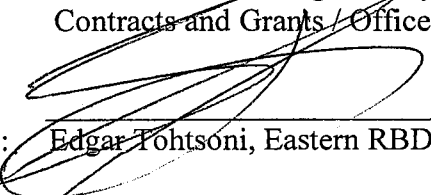


**RUSSELL BEGAYE
PRESIDENT**

**JONATHAN NEZ
VICE-PRESIDENT**

September 28, 2016

TO: Rachel Arviso, Budget Analyst
Contracts and Grants / Office of Management and Budget

FROM:  Edgar Tohtsoni, Eastern RBDO

RE: 2016 DOI-NABDI: \$20,000 Grant Application, Adjustment and Acceptance

This memorandum to inform the Navajo Nation on \$20,000 DOI-NABDI Grant award and acceptance to the Eastern Regional Business Development Office for Economic Development Planning projects.

This grant application was submitted in July 2016 through our office, each Regional Business Development Offices (RBDOs) are encouraged to apply for various grants to help supplement our Small Business Department initiatives as tribal funding becomes limited and tighter with each passing Fiscal Year.

These Grant Applications have timely deadlines, therefore given the Nation's bureaucratic approval process that is time consuming and our office sometimes cannot wait for the Nation's approval, otherwise our office will lose out on the grant opportunity.

The initial grant application was submitted for \$100,000 for four planning projects, the NABDI grant was adjusted and approved for \$20,000. As part of the NABDI review process, their ranking panel adjusted the original budget amount by changing the funding amount to \$20,000. Therefore due to the funding agency funding adjustment, the focus and entire funding amount will be used for the commercial feasibility study for the Chaco Canyon (Nageezi) and Thoreau Commercial Economic Development projects.

If you have any questions, please contact me at the office or easternbizdev@yahoo.com



Chaco Canyon National Park Commercial Development Feasibility Study

The ERBDO requires an economic and market feasibility study to determine the commercial market potential and alternative mixed-use development concepts on a 10-acre parcel at the New Mexico Highway 550 entrance to Chaco Canyon National Historic Park

The studies will determine the potential rates of absorption and revenue associated with proposed development concepts, including hotel, fast food and full service restaurants, a Tourist Center, gasoline convenience store, and complementary retail shops. An analysis of supply and demand factors indicate what product and amenities, pricing and sizing would maximize the market opportunities for the planned developments. Total funding: \$ 20,000.

Small business and microenterprise development potential is significant given the spin-off business opportunities to be generated through future commercial development of the site impacted by 500,000 annual Park visitors.

Work Plan 1: Project Scoping Conference: 1st Quarter FY 2017

A. Initial Planning Session

The consultants will facilitate an on-site planning session involving the ERBDO and impacted Chapters, representative of the local Navajo Chapters, to define the Project scope, issues, opportunities, and constraints. Tasks include the following:

1. Prepare presentation on project objectives, tasks, and schedule.
2. Conduct field review of the impacted lands, current and potential development tracts, and existing commercial facilities in the trade area.
3. Review current and/or available tribal documents relating to community, commercial, economic, and small business development in the regional area.

B. Data Collection and Analysis:

The consultants will conduct a series of interviews with tribal and non-tribal officials and the business community and gather reports, studies, and other materials pertinent to the project. Specific tasks include:

1. Interview various Navajo Nation governmental entities and Federal, state, and other regional organizations involved with commercial, economic, and business development in the regional area.
2. Interview local and regional business owners and economic development officials regarding visitor and trade patterns, growth potential, economic impact, and planned developments.
3. Select base maps to be used in conducting project assessments and preparing plans of existing and proposed uses.

In this initial planning phase, the study team will collect base data about the current conditions and trends involving the business and economic environment, technologies, products, markets, and other management challenges facing the regional industry.

Work Plan 2: Commercial Development Market Analysis: 1st Quarter FY2017

The Team will determine the product-market opportunities available in industry segments within the regional area; how to reach these; who the customer is; how they buy; average expenditures for the various product and service offerings; number and size of competitors and suppliers; and marketing, financial, and operational management strategies, policies, and procedures.

A. Regional Market Analysis:

The Project Team will analyze current and projected regional market demand and customer buying patterns within the identified industry segments. Factors to be considered include:

1. Define the market scope of the primary and secondary industry sectors including the industry market segments and alternative demand/supply factors.
2. Analyze current and projected economic trends and market factors including population, housing, employment, income, sales patterns, traffic counts/traffic flow, tourism visitation and spending patterns, and retail, service, manufacturing, and agricultural sector trade.
3. Identify specific industry sector-based product-market opportunities; identify the type and size of the customer base per industry segment.

4. Determine the scope and volume of the regional market, such as the goods and services desired and the potential product mix volumes.

The Project Team will identify the type and size of current and potential competition by industry segments within the regional area.

B. Competitive Assessment of Industry Segments:

The competitive assessment will investigate three areas:

1. Develop an industry profile including industry size, composition, annual growth rate, market segmentation, and level of demand.
2. Prepare competitor profiles identifying major competitors, potential competition, product and service offerings of each competitor, market share, and analyze each competitors' market approach.
3. Define the retail leakages to the regional trade centers and total procurement potential of the various sectors and identify alternative marketing strategies the commercial development may take to create demand and reinforce sustainability.

As a result of the completion of Work Plan 2 above, the ERBDO will have the information to review the development site from an economic perspective and determine the potential constraints to development.

Work Plan 3: Development Site Assessment: 2nd Quarter FY 2017

The Project Team will identify and define current and potential development factors and issues impacting commercial development in the regional area. Factors to be included in the analysis:

1. Determine the availability and capacity of utilities, water, sewer, access roads, and other support services, i.e., telecommunications, broadband, etc.
2. Assess site suitability in terms of terrain features, visibility, competing uses, and other site selection criteria of potential investors and developers.

3. Determine environmental constraints that would limit the suitability of the proposed site such as the lack of water and sewer infrastructure, poor site access and visibility, and current or future conflicts with adjacent uses, customers, and other businesses.

4. Evaluate economic feasibility of the proposed site in terms of sufficient market demand to support new commercial development, projected cost of development, return on investment, etc.

As a result of the completion of Work Plan 3 above, the ERBDO will have the information to develop an effective mixed use commercial development based on matching the site characteristics with market demand. The Project Team will prepare recommendations on how the site can be developed in a manner which meets the project goals and enhances the identity of the regional area as a gateway destination point for trade, commerce, and tourism in the Chaco Canyon region.

Work Plan 4: Conceptual Master Plan: 2nd Quarter FY2017

The detailed market study findings will indicate the potential rates of demand and revenues associated with the various facilities and attractions and enable the Project Team to make recommendations for the specific areas and mixed use options having the greatest potential.

The Project Team will generate a proposed commercial development concept, building and land use options, and infrastructure specifications and related cost estimates and provide a recommended commercial development conceptual drawing for the Project, including:

1. A graphical depiction of the approved site plan concept and related land use allocations for the various development components, including square footage, conceptual building and site layouts; and infrastructure requirements will be completed.
2. Prepare preliminary cost estimates for the conceptual master plan including architectural and engineering, site preparation, infrastructure development, and construction costs related to the specific structures, facilities, and amenities for proposed site(s).
3. Develop a pro forma annual income statement, balance sheet, and cash flow statement to reflect the full build- out and absorption of the property (at least to the point where a positive and continuing cash flow is generated after financing costs are covered).

Upon completion of Work Plan 4, the conceptual master plan will have an evaluation of site planning, physical design, engineering, architecture, and market and financial considerations. The final document will contain site and project conceptual drawing(s), a written description of the planning vision, and preliminary development cost estimates.

The planning document can be used for marketing purposes and to enable the ERBDO to market the project for funding consideration by outside agencies and other sources of funding such as private investors and developers of mixed use commercial real estate development.

The final component of the Project is the preparation of a financing strategy and plan to fund the commercial development.

Work Plan 5: Commercial Development Financing Plan: 2nd Quarter FY2017

The Project Team will define the financial requirements for the planned commercial development, outline the major investment alternatives available, develop five (5) year financial pro forma statements, including annual income, balance sheet, and cash flow projections; and determine breakeven, profitability, and return on investment benchmarks for the proposed commercial development.

The specific activities include (1) select the method of financing the marketing strategy development and business operations management; and (2) define a recommended financing strategy including project financing requirements, alternative financing scenarios, and operational pro forma projections. The specific tasks are summarized below.

A. Select the Financing Method:

The initial step in the financial planning process involves a determination of the Project's financial requirements and identification of potential financing sources from both the public and private capital markets. The Project Team will prepare a financing proposal for presentation to commercial lending sources and identify potential funding sources from both the private and public sectors.

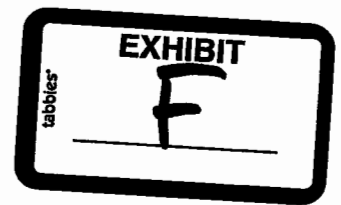
B. Prepare a Financing Strategy:

The Project Team will prepare a financial plan for the commercial development incorporating the pro forma projections, ROI, profitability, and cash flow targets for presentation to the public and private capital markets. The following tasks will be completed.

1. Define the financial requirements to construct and operate the proposed commercial development.
2. Develop five (5) year pro forma statements including annual income, balance sheet, and cash flow projections, and a capital investment budget for each year of the Plan.
3. Determine the breakeven, profitability, and return on investment projections for each year of the Plan.
4. Outline the major financing alternatives available for project development and identify potential funding sources.
5. Prepare a project financing prospectus for presentation to commercial lending sources and to the private capital markets.

Completion of the Project will result in A Commercial Development Plan for Chaco Canyon including commercial development goals, objectives, site and facility plans, commercial development alternatives, a financial plan, proposed financing strategy and potential financing sources, and Project implementation schedule.

The Chaco Canyon Commercial Development Plan will present a structured approach whereby the ERBDO will plan future enterprise and commercial development by analyzing customers, competitors, and industry; assessing its strengths and challenges to develop and implement development options; selecting products and markets for investment; developing sustainable competitive advantages; and managing business development and overall economic growth to achieve regional economic prosperity.



REQUEST FOR PROPOSAL

NAME:

**Thoreau Navajo Fee Land 86 acres
Market and Economic Feasibility Study**

AND

**Chaco Canyon Hotel Development
Feasibility Study Update**

NAVAJO NATION

**Thoreau
Nageezi**

Prepared by:

**Eastern Regional Business Development Office (ERBDO)
Navajo Nation Division of Economic Development
P.O. Box 250
Church Rock, New Mexico 87311
(505) 905-6400
E-mail: easternbizdev@yahoo.com**

TABLE OF CONTENTS

- I. INTRODUCTION**
- II. OWNER/DEVELOPER**
- III. CONTACT PERSON**
- IV. PURPOSE**
- V. SCOPE OF WORK**
 - A. Preliminary Activities, Compile Existing Data**
 - B. Assess and Analyze Economic Development**
 - C. Needs/Demands Area**
 - D. Competitive Analysis**
 - E. Site Analysis**
 - F. Conceptual Master Plan**
 - G. Commercial Development Financing Plan**
 - H. Project Analysis**
 - I. Provide photographs, illustrations, diagrams**
 - J. Other Study Features**
 - K. Methodology**
 - L. Report**
 - M. Time Schedule**
 - N. Cost**
 - O. Communications and Coordination**
- VI. TIMELINE**
- VII. QUALIFICATION AND STATEMENTS**
- VIII. ADDENDUMS**

I. INTRODUCTION

The Eastern Regional Business Development Office (ERBDO) of the Navajo Nation Division of Economic Development invites and solicits proposals from all qualified professional firms to conduct a comprehensive Market and Economic Feasibility Study of Economic Development opportunities for Thoreau Business and Industrial Park Commercial Project, Navajo Nation and Chaco Canyon Hotel Feasibility Study Update. The Studies will assist the Division of Economic Development's Eastern Regional Business Development Office (Eastern RBDO) and the Navajo Nation in identifying the potential strengths, constraints, needs and demands in determining the feasibility of a specific projects.

The firm is requested to conduct an independent Feasibility Study for Thoreau Business Park/Commercial projects and Chaco Canyon Hotel Feasibility Study Update.

Thoreau Business Park has identified specific projects that will add economic value to the area, the comprehensive Market and Economic Feasibility Study will analyze each project /development to ensure that each project is economically feasible and will add value to the area's Chapters/Communities. These feasibility studies will empower Chapters/communities to make informed decisions regarding their economic futures.

Nageezi has identified a site for Hotel Commercial Development, a 1993 Hotel Feasibility Study needs all associated updates.

This Project is part of the Navajo Nation's Division of Economic Development (DED) strategy to develop and promote self-sufficiency of the Navajo Nation communities. The Project's immediate benefits are the creation of jobs; to provide opportunities and a business friendly environment for entrepreneurs to own or expand their businesses; provide basic goods and services; provide a stable tax base; and generate revenues. These objectives will serve as a catalyst and multiplier effect for economic development and promote long-term economic well-being to enhance the quality of life on the Navajo Nation.

II. OWNER/DEVELOPER

The Navajo Nation, Window Rock, Arizona

III. CONTACT PERSON

Edgar Tohtsoni, Economic Development Specialist
Eastern Regional Business Development Office
Division of Economic Development
P.O. Box 250
Church Rock, New Mexico 87311
Phone: (505) 905-6400 Fax: (505) 905-6401
Email: easternbizdev@yahoo.com

IV. PURPOSE

The Market and Economic Feasibility Study is part of the technical requirements for any economic development opportunity in determining the feasibility of tribal economic projects. The Study will identify the opportunities, constraints, needs and demands for potential economic development and economic opportunities for long-term strategic tribal economic development plan. Furthermore, the Study will assist the infrastructure development need, and provide information for grant proposals to secure federal, state, private and local assistance. Access to this information and data would also assist Eastern RBDO and Navajo Nation Chapters to initiate, promote, develop and/or expand economic growth.

Thoreau Business Park Commercial Development has identified specific economic development projects which will add value to the community. The proposed Tribal Economic Development Projects must include the following objectives:

- Proposed projects must be economically feasible
- Economic Benefits: create employment opportunities, generate revenues, provide a basic need or service for the area.

V. SCOPE OF WORK

The ERBDO will retain a professional consultant to provide all necessary mechanisms, equipment, personnel and technical assistance to conduct a comprehensive Market and Economic Feasibility Study to determine if special projects identified are economically feasible and worthy of investment.

Technical Summary of the Project

A summary of the proposed scope of work for each feasibility study to be completed is described below:

- 1) The ERBDO requires a market and economic feasibility study to determine the commercial market potential and alternative mixed-use development concepts on an 86-acre fee land parcel at Thoreau New Mexico off State Highway 371 and Interstate 40.
The study will determine the potential rates of absorption and revenue associated with proposed development concepts, the propose projects include: **Hotel, RV Park, Fast food and/or Full service restaurants, a Tourist Center, Gasoline Convenience Store, Indian Marketplace for local artisans and Complementary Retail Shops.**
- 2) **Update a 1993 Chaco Canyon Hotel Feasibility Study** for a selected site in Nageezi. The study focuses on Hotel, Restaurant and Gift Shop developments.

The Consultant shall perform the Market and Economic Feasibility Study / Update Hotel Feasibility Study according to the following services:

- A. Preliminary Activities, Compile Existing Data:** The Consultant will meet with Eastern RBDO, Navajo Tribal Divisions, Navajo Chapters/ Officials, Respective County Officials and other individuals knowledgeable about the Navajo Nation to obtain information and insight regarding the economic development projects and activities.
- B. Assess and Analyze the following components of Economic Development:**
 - I. Project Feasibility – Assess and analyze specific projects to determine economic feasibility for respective product and/or service. A sustainable market demand is available, which will sustain the financial success of the project.
 - II. Economic Benefits – Assess and analyze economic value added to the community, factors include employment opportunities, revenue generation, for product and tax base.
- C. Needs/Demands: The Study will develop and define the needs and demands of the proposed economic development projects.**
 - I. Determine the primary and secondary needs/demands of the economic development project(s).
 - II. Determine and analyze historic, current and projected economic factors and trends, i.e. population, income, economic development activities, housing and school.
 - III. Provide vehicle traffic counts including traffic patterns.
- D. Competitive Analysis:** Perform an analysis of the area's existing services and businesses, and determine their competitive effects regarding the proposed economic development project.
 - I. Determine the number and types of existing economic development entities in the area.
 - II. Determine the number and types of economic development related to proposed developments and activities.
- E. Site Analysis:** The Study will analyze the specific economic development locations and list by order available utilities, soil grade and other reasons thereof.
 - I. Analyze potential site and ensuring its site feasibility.
 - II. Recommend alternative locations/sites for the proposed projects.
 - III. Determine the land status of the proposed sites, (trust land, fee land, private, allotment, BIA, State, etc.)

- IV. Determine the availability and capacity of utilities, water, sewer, access roads, and other support services, i.e., telecommunications, broadband, etc.
- V. Determine environmental constraints that would limit the suitability of the proposed site such as the lack of water and sewer infrastructure, poor site access and visibility, and current or future conflicts with adjacent uses, customers, and other businesses.

F. Conceptual Master Plan: The detailed market study findings will indicate the potential rates of demand and revenues associated with the various facilities and enable the Project Team to make recommendations for the specific areas and mixed use options having the greatest potential. The Project Team will generate a proposed commercial development concept and related conceptual cost estimates and provide a recommended commercial development conceptual drawing for the Project, including:

- I. A graphical depiction of the proposed site plan concept and related land use allocations for the various development components,
- II. Prepare preliminary cost estimates for the conceptual master plan including architectural and engineering, site preparation, infrastructure development, and construction costs related to the specific structures, facilities, and amenities for proposed site(s).
- III. Develop a pro forma annual income statement and cash flow statement to reflect the full build-out and absorption of the property (at least to the point where a positive and continuing cash flow is generated after financing costs are covered).

Upon completion of Work Plan F, the conceptual master plan will have project conceptual drawing(s), a written description of the planning vision, and preliminary development cost estimates.

The planning document can be used for marketing purposes and to enable the ERBDO to market the project for funding consideration by outside agencies and other sources of funding such as private investors and developers of mixed use commercial real estate development.

The final component of the Project is the preparation of a financing strategy and plan to fund the commercial development.

G. Commercial Development Financing Plan: The Study will analyze the financial feasibility including rate of return of the proposed project(s). A cash flow will be provided as part of the analysis:

- I. Determine anticipated sales / revenues and employment.
- II. Develop a five-year pro forma statement.
- III. Determine the breakeven point and profitability projection.
- IV. Calculate return on investment with projections.
- V. Identify potential funding sources and process of application.

- H. Project Analysis:** The Consultant will provide an independent opinion and recommendation if the project(s) is feasible for development by the Navajo Nation.
- I. Identify the results, benefits and impact, which the recommended development will create within the communities and for the Navajo Nation. i.e. employment, sales, tax revenue, multitier effects.
 - II. Recommend if feasible projects can be completed by Phase developments over time
 - III. Provide photographs, illustrations, diagrams for the propose development.
- I. Methodology:** The Consultant shall coordinate the Scope of Work, whenever necessary with Eastern RBDO, Chapters, organizations, governmental offices, state offices, etc., for successful completion of the Study.
- I. Make final presentation to Division of Economic Development, Thoreau Chapter and Nageezi Chapter and the Resources and Development Committee of the Navajo Nation Council during their regular scheduled meeting.
 - II. The Consultant will provide written monthly progress reports to ERBDO during the term of the Contract.
 - III. The final draft Study will be reviewed by all parties involved prior to publication to assure compliance with the provisions of the scope of work.
- J. Report:** The Consultant will provide a comprehensive, written, bound feasibility study for the Navajo Nation and Chapter(s).
- I. The total amount of hard bound copies will be three (3) independent studies of the Navajo Nation and an electronic copy.
 - II. The Study will cover the Thoreau Business Park and Chaco Canyon Hotel Feasibility Study Updates considered as the primary and secondary needs and demands areas and including competitive areas.
- K. Time Schedule:** The Consultant is to begin work on this project immediately upon receipt of the Notice to Proceed.
- I. A development schedule of the proposed work and completion date should be prepared and proposed by the Consultant.
 - II. Completion date is September 30, 2017
- L. Cost**
- I. The Consultant shall provide a proposed budget based upon the scope of work as outlined.
 - II. The breakdown of Consultant fees and expenses, including the cost of the three hard bound (3) copies.

M. Communication and Coordination:

- I. The Consultant will coordinate the Scope of Work whenever necessary with ERBDO and respective Chapters of the Navajo Nation.
- II. The Consultant or other parties shall not make any changes to the Scope of Work or cost unless authorized by the ERBDO.

VI. TIMELINE

The proposal must be received no later than Friday; February 10, 2017 at 5:00 p.m., Mountain Daylight Saving Time at the Eastern Regional Business Development Office, 211 East Historic 66, Post Office Box 250, Church Rock, New Mexico 87311. Each proposal must be bounded and sealed consisting of an original and three (3) extra copies. **TELEFAXED COPIES WILL NOT BE ACCEPTED.** The ERBDO reserves the right to reject any and all proposals and to waive any informality in the best interest of the Navajo Nation. Any proposals received after the time frame will be returned unopened. The professional service contract will be awarded to the professional consulting firm whose proposal is most advantageous to the project, subject to the qualification statement. Inquiries regarding this invitation may be directed to the Eastern RBDO.

VII. QUALIFICATION STATEMENTS:

The Consultant shall provide a Statement of Understanding of Project with a Method of Approach and a Statement of Qualification, which will include the following:

1. Professional license and/or resumes for key individual(s) who will perform the professional services under the proposal.
2. The qualification statement must indicate a minimum of five (5) years of direct experience in conducting market and economic feasibility studies and related services.
3. The qualification statement should also indicate five (5) years of experience in marketing, financing, and planning disciplines.
4. Minimum of two (2) references where similar work was performed and completed (include contact person, address and telephone numbers).
5. Familiarity with the Navajo culture and reservation environment.
6. Able to Submit to Background Check to ensure Professional Environment.
7. Must be in Good Standing with the Navajo Nation.
8. Must Provide Minimum Required Insurance to perform contract duties and obligations, as required by Navajo Nation Procurement Rules and Regulations.

ADDENDUM

1) Thoreau NM

The Navajo Nation owns 86 acres of commercial fee land along the railway and directly North of Interstate 40 and east of State Highway 371.

Thoreau is located at 35°24'52"N 108°13'25"W (35.414370, -108.223594).

2) Nageezi NM

Nageezi Chapter has 80 acres of Tribal Trust land available, east and directly off State Highway 550 and directly across the highway from the Nageezi Chapter. Nageezi is located approximately halfway between Cuba and Bloomfield NM on State Highway 550.

Nageezi is located at 36°15'27"N 107°44'43"W (36.257608, -107.745175).[1]

3) Maps / Pictures (emailed)

Thoreau (2)

Nageezi (Largo Community)



THE NAVAJO NATION

RUSSELL BEGAYE PRESIDENT
JONATHAN NEZ VICE PRESIDENT

October 31, 2016

MEMORANDUM

TO : ALL CONCERNED

FROM : Elaine Young / [signature]
Elaine Young, Department Manager
Small Business Development Department
DIVISION OF ECONOMIC DEVELOPMENT

SUBJECT : DELEGATION OF AUTHORITY

Mrs. Libby Valteau, Program Manager, Fort Defiance Regional Business Development Office, is hereby delegated the authority to act in the capacity of Acting Department Manager, Small Business Development Department. Mrs. Valteau will be responsible for the routine operation of this department.

This Delegation of Authority is effective beginning at 08:00 a.m., Monday, October 31, 2016 through Thursday, November 03, 2016, ending at 05:00 p.m.

Your cooperation with Mrs. Valteau is appreciated.

ACKNOWLEDGED

[Signature: L. Valteau]

Libby Valteau, Program Manager
Fort Defiance Regional Business Development Office
DIVISION OF ECONOMIC DEVELOPMENT

Grant and Cooperative Agreement

ONE:

COOPERATIVE
AGREEMENT☒ GRANTCHOOSE ONE: ☐ EDUCATION ☐ FACILITIES ☐ RESEARCH ☐ SDCR ☐ TRAINING

1. GRANT/COOPERATIVE AGREEMENT NUMBER A16AP00172	2. SUPPLEMENT NUMBER	3. EFFECTIVE DATE 07/27/2016	4. COMPLETION DATE
---	----------------------	---------------------------------	--------------------

5. ISSUED TO
NAME/ADDRESS OF RECIPIENT (No., Street, City/County, State, Zip)
NAVAJO NATION TRIBAL GOVERNMENT, TH E
Attn: ATTN GOVERNMENT POC
WINDOW ROCK BLVD BLDG NO W008 105
WINDOW ROCK AZ 86515-0000

6. ISSUED BY BIA CENTRAL 00016
Mailing Address: 12220 Sunrise Valley Drive
Contracting Office
Reston VA 20191

7. TAXPAYER IDENTIFICATION NO. (TIN)

9. PRINCIPAL INVESTIGATOR/ORGANIZATION'S PROJECT OR
PROGRAM MGR. (Name & Phone)

8. COMMERCIAL & GOVERNMENT ENTITY (CAGE) NO.

10. RESEARCH, PROJECT OR PROGRAM TITLE
NABDI GRANT NAVAJO NATION11. PURPOSE
See Schedule12. PERIOD OF PERFORMANCE (Approximately)
09/01/2016 through 08/31/2017

13A.	AWARD HISTORY	13B.	FUNDING HISTORY
PREVIOUS	\$0.00	PREVIOUS	\$0.00
THIS ACTION	\$20,000.00	THIS ACTION	\$20,000.00
CASH SHARE	\$20,000.00	TOTAL	\$20,000.00
NON-CASH SHARE	\$0.00		
RECIPIENT SHARE	\$0.00		
TOTAL	\$20,000.00		

14. ACCOUNTING AND APPROPRIATION DATA
01

PURCHASE REQUEST NO.	JOB ORDER NO.	AMOUNT	STATUS
0020106628			

15. POINTS OF CONTACT

	NAME	MAIL STOP	TELEPHONE	E-MAIL ADDRESS
TECHNICAL OFFICER				
NEGOTIATOR				
ADMINISTRATOR	Joann Metcalfe		703-390-6410	Jo.Metcalfe@bia.gov
PAYMENTS				

16. THIS AWARD IS MADE UNDER THE AUTHORITY OF:

IN ACCORDANCE WITH 43 CFR PART 12, ADMINISTRATIVE AND AUDIT REQUIREMENTS AND COST PRINCIPLES
FOR ASS

17. APPLICABLE STATEMENT(S), IF CHECKED:

- ☐ NO CHANGE IS MADE TO EXISTING PROVISIONS
☐ FDP TERMS AND CONDITIONS AND THE AGENCY-SPECIFIC
REQUIREMENTS APPLY TO THIS GRANT

18. APPLICABLE ENCLOSURE(S), IF CHECKED:

- ☐ PROVISIONS ☐ SPECIAL CONDITIONS
☒ REQUIRED PUBLICATIONS AND REPORTS

UNITED STATES OF AMERICA

COOPERATIVE AGREEMENT RECIPIENT

CONTRACTING/GRANT OFFICER
Joann MetcalfeDATE
07/27/2016

AUTHORIZED REPRESENTATIVE

DATE

1-23-17

Grant and Cooperative Agreement

ITEM NO. (A)	ITEM OR SERVICE (Include Specifications and Special Instructions) (B)	QUANTITY (C)	UNIT (D)	ESTIMATED COST	
				UNIT PRICE (E)	AMOUNT (F)
	CFDA Number: 15.133 DUNS Number: 136483679 NABDI GRANT NAVAJO NATION - NABDI Feasibility Study for Commercial Development ((\$20,000.00).IN ACCORDANCE WITH 43 CFR PART 12, ADMINISTRATIVE AND AUDIT REQUIREMENTS AND COST PRINCIPLES FOR ASSISTANCE PROGRAMS AND 25 CFR PART 276 P.L. 113-235 128 STAT. 2409 AS AMENDED. 11. PURPOSE: NABDI GRANT NAVAJO NATION - NABDI Feasibility Study for Commercial Development ((\$20,000.00).IN ACCORDANCE WITH 43 CFR PART 12, ADMINISTRATIVE AND AUDIT REQUIREMENTS AND COST PRINCIPLES FOR ASSISTANCE PROGRAMS AND 25 CFR PART 276 P.L. 113-235 128 STAT. 2409 AS AMENDED. Legacy Doc #: IA Delivery: 08/31/2017 Delivery Location Code: 0009061817 BIA OIEED 1951 Constitution Ave NW MS-20 SIB Washington DC 20240 US Account Assignment: K G/L Account: 6100.413A0 Business Area: A000 Commitment Item: 413A00 Cost Center: AAK7007300 Functional Area: A0C501010.999900 Fund: 156A2100DD Fund Center: AAK7007300 PR Acct Assign Line: 01 Period of Performance: 09/01/2016 to 08/31/2017 NABDI GRANT NAVAJO NATION - NABDI Feasibility Study for Commercial Development ((\$20,000.00).IN ACCORDANCE WITH 43 CFR PART 12, ADMINISTRATIVE AND AUDIT REQUIREMENTS AND COST PRINCIPLES FOR ASSISTANCE PROGRAMS AND 25 CFR PART 276 P.L. 113-235 128 STAT. 2409 AS AMENDED. Continued ...				

Grant and Cooperative Agreement

ITEM NO. (A)	ITEM OR SERVICE (Include Specifications and Special Instructions) (B)	QUANTITY (C)	UNIT (D)	ESTIMATED COST	
				UNIT PRICE (E)	AMOUNT (F)
00010	NAVAJO - Commercial Development Study Obligated Amount: \$20,000.00 The total amount of award: \$20,000.00. The obligation for this award is \$20,000.00.				20,000.00

The Navajo Nation
Office of Management and Budget

BUDGET REVISION REQUEST SIGNATURE AUTHORIZATION

Fiscal Year _____

Department/Program: DED/ Eastern Regional Business Dev. (Business Unit Number: _____

E-mail Address: easternbizdev@yahoo.com Phone Number: 505-905-6400

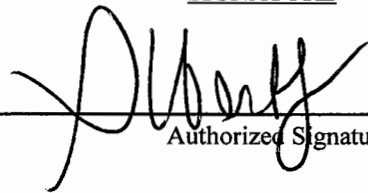
**The following personnel are authorized to initiate budget revision requests on behalf of the above
cited Program/Department/Office:**

PRINTED NAME

SIGNATURE

ALBERT LEE

Program Manager

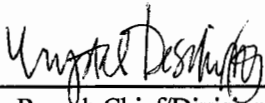

Authorized Signature

An updated "Budget Revision Signature Authorization" form must be completed and submitted to NN-OMB whenever changes in standing delegation or personnel occur in the Branch, Division, or Program/Department/Office.

Special Instructions Regarding This Authorization:

ACCEPTANCE of BIA - Native American Business Development Institute for \$20,000 grant for

Chaco Canyon Economic and Market Feasibility Study



Branch Chief/Division Director Signature

10-10-16

Date

CRYSTAL DESCHINNY

Name of Branch Chief/Division Director (Printed)

Note: Executive Branch's Division Administration/Executive Offices are required to have Division/Office budget revisions approved by the appropriate official in the Office of the President and Vice-President.

NNOMB-BRSA16A



THE NAVAJO NATION

RUSSELL BEGAYE PR
JONATHAN NEZ VIC



November 9, 2016

MEMORANDUM

TO : 164 Reviewers

FROM :


Cordell Shortey, Contracting Officer
Contracts and Grants Section (CGS)
Office of Management and Budget (OMB)

SUBJECT : 164 Review Document No. 006889 Eastern RBDO Grant Acceptance

The subject documents have been reviewed by CGS of OMB and is surnamed as "*sufficient*". However, the following must be addressed:

1. The letter dated July 19, 2016 awards \$20,000 for Feasibility Study. Additionally, the fifth paragraph states "A grant assistance agreement package will be sent for signature." Upon securing signatures, the grant agreement authorizes transfer of funds. The Grant Agreement has not been provided to OMB. Please secure this document and process such for signatures.
2. Pursuant to Appendix "L" of the Nation's Budget Instruction Manual (BIM), Section IV. C. "...a copy of the application ...shall be attached to the external fund award." Hence, the proposal should also have been processed through the 164 Review process or included in this packet. A copy of the proposal should also be provided to OMB.
3. As stated in the award, by accepting this grant, quarterly narratives are required and should also be processed through CGS/OMB.
4. Untimely processing of these documents is noted which affects the Request for Proposal timelines and grant period.

Contact our office at (928) 871-6033, if you have any questions.

xc: File

Crystal Deschinney, Division Director, DED
Albert Lee, Program Manager 1, DED





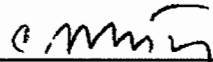
THE NAVAJO NATION

RUSSELL BEGAYE PRESIDENT
JONATHAN NEZ VICE PRESIDENT

January 18, 2016

MEMORANDUM

TO : All Concerned

FROM : 
Cordell Shortey, Contracting Officer
Contracts and Grants Section (CGS)
Office of Management and Budget (OMB)

SUBJECT: Authority as Contracting Officer of CGS / OMB

Effective immediately, as the Deputy Contracting Officer, Ms. Christine M. Chavez, will automatically assume the authority to act in the capacity of the Contracting Officer of CGS/OMB when I am out of the office attending meeting, on travel or on leave of absence.

The authority shall include all responsibilities of the Contracting Officer. Any matter that is significantly questionable shall be held for my review upon returning to the office.

Thank you for your cooperation with Ms. Chavez. Contact our office at 928-871-6033 if you have question.

Distribution

Cc: File
Christine M. Chavez, Deputy Contracting Officer





THE NAVAJO NATION

RUSSELL BEGAYE PRESIDENT
JONATHAN NEZ VICE PRESIDENT



February 14, 2017

TRANSMITTAL

TO : Crystal Deschinney, Division Director
Division of Economic Development

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

SUBJECT : BIA Grant NABDI Commercial Feasibility Study -BU# K160780

I. Information on Contract (per Original Award):

NABDI Grant Navajo Nation- 2016		Bureau of Indian Affairs-DOI		15.133
NABDI Economic Feasibility Study				
Title of Contract		Funding Agency		CFDA No.
A16AP00172	\$20,000	FY-2016		09/1/2016-08/31/2017
Grant No.	Amount	Fiscal Year		Term - Begin and End Date

II. Data Entered in FMIS Regarding:

☒ New Contract or Grant Company No. 4411 Business Unit (K#) K160780

☐ Contract Mod No. _____

☒ Amt of Award _____ \$20,000.00 \$0.00 to \$20,000.00
AMOUNT FROM TO

☐ Budget Period - Extend End Date: From _____ To _____

☐ Other, specify: _____

Authorizing Document - Attached:

☒ Contract / Agreement - Date executed 01/17/17

☐ IGR Acceptance - Legislation No. & date _____

☐ Other, specify: _____

III. Comments by CGS:

Grant and Cooperative Agreement for Commercial Development Feasibility Study for chapters Nageezi and Thoreau. P.L. 93-638 Grant Agreement. Final approved Review Document #006889 received 2/10/17 in CGS/OMB. See attached memo.

Attachment

Copy: Albert Lee, Program Manager I, ERBDO
Edgar Tohtsoni, Econ Dev. Specialist, ERBDO
OOC Contract Accounting
File

OFFICE OF MANAGEMENT AND BUDGET • P.O. BOX 646 • WINDOW ROCK, AZ. 86515 • (928) 871-6022

FACSIMILE: (928) 871-6567 • WEBSITE: <http://www.omb.navajo-nsn.gov>

FY 2016

THE NAVAJO NATION PROGRAM BUDGET SUMMARY

RECEIVED

Page 1 of 3

FEB 10 2017

2/14/17

PART I. Business Unit No.: <u>K160780</u>		Program Title: <u>CHACO CANYON ECONOMIC AND MARKET FEASIBILITY STUDY</u>		Office of Management & Budget The Navajo Nation, Window Rock, Arizona Division/Branch: <u>DEPT. Eastern RBD</u>	
Prepared By: <u>E. Tohisoni</u>		Phone No.: <u>505-905-6400</u>		Email Address: <u>easternbizdev@yahoo.com</u>	

PART II. FUNDING SOURCE(S)		Fiscal Year Term	Amount	% of Total
BIA-NABDI GRANT		FY 2016	20,000.00	100%

PART III. BUDGET SUMMARY			(A)	(B)	(C)
Fund Type	Code	Original Budget	Proposed Budget	Difference (Column B - A)	
2001	Personnel Expenses			0	
3000	Travel Expenses			0	
3500	Meeting Expenses			0	
4000	Supplies			0	
5000	Lease and Rental			0	
5500	Communications and Utilities			0	
6000	Repairs and Maintenance			0	
6500	Contractual Services	20,000	20,000	20,000	
7000	Special Transactions			0	
8000	Public Assistance			0	
9000	Capital Outlay			0	
9500	Matching Funds			0	
9500	Indirect Cost			0	
TOTAL		\$0.00	20,000.00	20,000	

PART IV. POSITIONS AND VEHICLES		(D)	(E)
Total # of Positions Budgeted:			
Total # of Permanently Assigned Vehicles:			

11/10/16

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

ALBERT LEE	10-12-16
SUBMITTED BY: Program Manager's Printed Name and Signature / Date	
CRYSTAL DESCHINNY	10/10/16
APPROVED BY: Division Director/Branch Chiefs' Printed Name and Signature / Date	

Received

FEB 10 2017

Page 2 of 3

Business Unit No.:

K160780

Program Name/Title: EASTERN REGIONAL BUSINESS DEVELOPMENT OFFICE / DED

PART III. PROGRAM PERFORMANCE CRITERIA:

1. Program Performance Area:

Goal Statement

Initiate Planning Session with Impacted Chapters

2. Program Performance Area:

Goal Statement:

Data Collection and Analysis

3. Program Performance Area:

Goal Statement:

Commercial Development Work Analysis

4. Program Performance Area:

Goal Statement:

Development Site Assessment (infrastructure, environmental impact's)

5. Program Performance Area:

Goal Statement:

Conceptual Master Plan - Financing Strategy

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

ALBERT LEE, EASTERN RBD

Program Manager's Printed Name and Signature/Date

CRYSTAL DESCHINNY

Division Director/Branch Chiefs Printed Name and Signature / Date

FY 2016

THE NAVAJO NATION DETAILED LINE ITEM BUDGET AND JUSTIFICATION

Page 3 of 3

PART I. PROGRAM INFORMATION:		Program Name/Title: EASTERN REGIONAL BUSINESS DEVELOPMENT OFFICE		Business Unit No.: K160780	
PART II. DETAILED BUDGET:		Received		2/14/17	
(A)	(B)	(C)			
Object Code (LOD 6)	Object Code Description and Justification	FEB 10 2017		Total by DETAILED Object Code	Total by MAJOR Object Code
6800	Technical Services	Office of Management & Budget		20,000	20,000
6830	Consultant will be hired to provide Chaco Canyon Economic and Market Feasibility Study for Navajo Nation Economic Development	The Navajo Nation, Window Rock, Arizona			
	Navajo Nation Sales Tax (included)				
ENTERED 2/14/17				<i>Division</i> 2/14/17	
TOTAL				20,000	20,000

Job: K160780 NABDI CONIM FEASIBILITY STUDY
 Project:

Print Date: 2/28/2017

Cost Code	Cost Type	Description	L P M	DECUM	Original Budget Amt	Revised Budget Amt	Actual Amount	Open Commit Amount	Budget Balance	% Revised Spent	% Revised Remaining
1710		Program Revenue	6	BN	20,000.00-	20,000.00-			20,000.00-		1.00
1710		Program Revenue	6	T	20,000.00-	20,000.00-			20,000.00-		1.00
1705		CG Revenue	5	T	20,000.00-	20,000.00-			20,000.00-		1.00
1700		External C/G Revenue Source	4	T	20,000.00-	20,000.00-			20,000.00-		1.00
1000		Revenues	3	T	20,000.00-	20,000.00-			20,000.00-		1.00
6830		Other Technical Services	6	BN	20,000.00	20,000.00			20,000.00		1.00
6830		Other Technical Services	6	T	20,000.00	20,000.00			20,000.00		1.00
6800		Technical Services	5	T	20,000.00	20,000.00			20,000.00		1.00
6500		Contractual Services	4	T	20,000.00	20,000.00			20,000.00		1.00
2000		Expenses	3	T	20,000.00	20,000.00			20,000.00		1.00

User Defined Codes - Work With User Defined Codes

Query: All Records

✓ Q + □ X ≡ Row F Form R Report S Tools

Product Code	User Defined Codes	CFDA#	Foundation Environment
00	21		
Records 1 - 1			
15.133			
☐ Codes	☒ Codes	Description 01	Description 02
☐ 15.133		NATIVE AMER BUS DEVELOPMT INST	Special Handling

Programs

RETURN TO HOME

Programs Advanced Search Historical Index

Search Tip: Use the [Advanced Search Form](#) for a wide array of search fields. To view programs by agency, go to the [Agencies](#) section. A quick search can be conducted using the fields below.

Note: Once you have found the Federal assistance program you want, please contact the office that administers the program for application instructions.

Keywords: [More Search Fields](#)

Items 121-140 of 376

Showing [< Previous](#) | [Jump](#) | [Next >](#)

☐	#	Program Title	Agency/Office	Types of Assistance
☐	15.062	Replacement and Repair of Indian Schools RECOVERY	Department of the Interior Bureau of Indian Affairs	C - DIRECT PAYMENTS FOR A SPECIFIED USE
☐	15.063	Improvement and Repair of Indian Detention Facilities	Department of the Interior Bureau of Indian Affairs	C - DIRECT PAYMENTS FOR A SPECIFIED USE
☐	15.065	Safety of Dams on Indian Lands	Department of the Interior Bureau of Indian Affairs	C - DIRECT PAYMENTS FOR A SPECIFIED USE
☐	15.066	Tribal Great Lakes Restoration Initiative	Department of the Interior Bureau of Indian Affairs	B - Project Grants (Discretionary)
☐	15.108	Indian Employment Assistance RECOVERY	Department of the Interior Bureau of Indian Affairs	C - DIRECT PAYMENTS FOR A SPECIFIED USE
☐	15.124	Indian Loans_Economic Development RECOVERY	Department of the Interior Bureau of Indian Affairs	F - GUARANTEED/INSURED LOANS
☐	15.133	Native American Business Development Institute	Department of the Interior Bureau of Indian Affairs	A - FORMULA GRANTS
☐	15.141	Indian Housing Assistance	Department of the Interior Bureau of Indian Affairs	B - PROJECT GRANTS, L - DISSEMINATION OF TECHNICAL INFORMATION
☐	15.144	Indian Child Welfare Act Title II Grants	Department of the Interior Bureau of Indian Affairs	B - PROJECT GRANTS
☐	15.148	Tribal Energy Development Capacity Grants	Department of the Interior Bureau of Indian Affairs	C - Direct Payments for Specified Use
☐	15.150	Juvenile Detention Education	Department of the Interior Bureau of Indian Education	B - Project Grants (Cooperative Agreements or Contracts)
☐	15.153	Hurricane Sandy Disaster Relief -- Coastal Resiliency Grants.	Department of the Interior Office of the Secretary	B - Project Grants (Discretionary)
☐	15.154	21st Century Conservation Service Corps	Department of the Interior	B - Cooperative Agreements
☐	15.155	Office of the Special Trustee for American Indians, Field Operations	Department of the Interior Office of the Secretary	B - Project Grants



THE NAVAJO NATION
AAI CHECK OFF LIST
FOR NEW COMPANY or BUSINESS UNIT

NOTIFICATION ON NEW COMPANY AND BUSINESS UNIT ADDED, PLEASE COMPLETE AAI CHECK OFF LIST

Company	*New Business Unit	Description	*Facility/Job Site#
4411	K160780	NABDI Comm Feasibility Study	53693
ENTERED BY (Step A to F):		EXPLANATION/REFERENCE NO:	DATE:
Rachael Arviso <i>[Signature]</i>		New Company/BU set up	02/14/2017

TASK	✓	TASK DESCRIPTION	APPLIC	TASK EXPLANATION
A. Create New Fund	✓	1. Copy Address Book Record - "O" Search Type (Company ST)	P01012	Use "COPY" of similar Address Book. Complete vital fields: 1) Enter Tax ID 860092335, 2) Related Address tab-5th Address Number field enter "10" (Gen Fund)
	✓	2. Add Fund/Company (CO)	P0010	Use "ADD" in CO Names & Numbers-Setup, use CO 10 info, *CO Number. & *CO Address number are identical.
B. Create Balance Sheet Business Unit	✓	Create Balance Sheet BU by Copying	P0006	Use "COPY" of similar Balance Sheet (BS) Business Unit
C. Attach Objects to Balance Sheet BU	✓	1. Operating	P09804	Copy from Model "1" Bus Unit to BS Business Unit (Object range 0100 thru 0999 only)
D. Create New Business Unit *:	✓	1. a) Operating BU (or)	P0006	Use "COPY" of similar Business Unit.
		3. a) Operating BU-Create AB Facility	P0006	In BU Master "More" tab-Address Number (Job Site) field-Visual Assist search type "F" (facility), select AB#
	✓	1. b) Project BU (Job)	P51006	Use "COPY" of similar Project BU
	✓	2. Project Job Dates	P51006	Create extended master, set job dates
		3. b) Project BU-Create AB Facility	P51006	In Job Master "More" tab-Address Number (Job Site) field- Visual Assist search type "F" (facility), select AB#
E. Attach Objects to Business Unit	✓	1. a) Operating (or)	P09804	"Copy" from model BU 2 to IS BU (Obj 1000 thru 9999)
		1. b) Projects BU (Job)	P51091	"Copy" from Job Cost Code "CG1" Chart Type to Job #
F. Create ICCC AAI (New CO only)	✓	1. Operating BU (or)	P0012	"Copy" similar Company "ICCC" AAI item no. Change BU and CO Fields only (must be identical)
		2. Project BU		

SET-UP VERIFIED BY: <i>[Signature]</i>	DATE: 2/14/17	COMMENTS/ACTION: Verifying new CO# & BU#
--	---------------	--

AUTOMATIC ACCOUNTING INSTRUCTIONS
 (Forward to responsible section/module immediately)

MODULE	ITEM#	AAI DESCRIPTION	APPLIC	INITIAL	DATE
GEN ACCT'G	ICCC	Intercompany Settlements	P0012	New Company Only	
ACCOUNTS PAYABLE	PB	Default Bank Account (10.0120.02)	P0012	New Company Only	
	PC	Payable Class Code	P0012	New Company Only	
	PCPREP	Prepaid Voucher Offset	P0012	New Company Only	
	PCRETN	Retainage (Contract)	P0012	New Company Only	
	PKD	Discounts Available	P0012	No Discounts	
	PKL	Discounts Lost	P0012	No Discounts	
FIXED ASSETS	DEPN	*Depreciation Default Values	P12002	New BU's	
PURCHASING	4320	Received Not Vouchered	P40950	New Company Only	
		*Setup Hold Codes for each new BU(B1)	P42090	New BU's	
		*Review Hold Budget Review Hold (RW)	P42090	New BU's	
		Set default A/B for each BU		New Company Only	
		Add Purchasing Tolerance rules	P4322	New Company Only	
		*Set-up Branch/Plant Constant & Set-up Address Number	P41001	New BU's	
SECURITY	Not yet	BU Security		Not Applicable	

RETURN COMPLETED FORM TO ISSUING DEPARTMENT

Document No. 006889Date Issued: 10/14/2016**SECTION 164 REVIEW FORM**Title of Document: NN-DOI/NABDI Grants Acceptance Contact Name: TOHTSONI, EDGAR JProgram/Division: DIV. OF ECONOMIC DEVELOPMENTEmail: easternbizdev@yahoo.com Phone Number: (505) 905-6400

Division Director Approval for 164A: _____

Check document category: only submit to category reviewers. Each reviewer has a maximum 7 working days, except Business Regulatory Department which has 2 days, to review and determine whether the document(s) are sufficient or insufficient. If deemed insufficient, a memorandum explaining the insufficiency of the document(s) is required.

Section 164(A) Final approval rests with Legislative Standing Committee(s) or Council

☐	Statement of Policy or Positive Law:		Sufficient	Insufficient
	1. OAG: _____	Date: _____	☐	☐
☐	IGA, Budget Resolutions, Budget Reallocations or amendments: (OMB and Controller sign ONLY if document expends or receives funds)			
	1. OMB: _____	Date: _____	☐	☐
	2. OOC: _____	Date: _____	☐	☐
	3. OAG: _____	Date: _____	☐	☐

Section 164(B) Final approval rests with the President of the Navajo Nation

☒	Grant/Funding Agreement or amendment:			
	1. Division: <u>AP 10/13/16 L. Vetter</u>	Date: <u>11/3/16</u>	☒	☐
	2. OMB: <u>Christina S. See memo</u>	Date: <u>11/9/16</u>	☒	☐
	3. OOC: <u>11/14/16</u>	Date: <u>11-16-2016</u>	☒	☐
	4. OAG: <u>mmr</u>	Date: <u>11/29/16</u>	☐	☒
		<u>1-25-17</u>	☒	
☐	Subcontract/Contract expending or receiving funds or amendment:			
	1. Division: _____	Date: _____	☐	☐
	2. BRD: _____	Date: _____	☐	☐
	3. OMB: _____	Date: _____	☐	☐
	4. OOC: _____	Date: _____	☐	☐
	5. OAG: _____	Date: _____	☐	☐
☐	Letter of Assurance/M.O.A./M.O.U./Other agreement not expending funds or amendment:			
	1. Division: _____	Date: _____	☐	☐
	2. OAG: _____	Date: _____	☐	☐
☐	M.O.A. or Letter of Assurance expending or receiving funds or amendment:			
	1. Division: _____	Date: _____	☐	☐
	2. OMB: <u>VOA</u>	Date: _____	☐	☐
	3. OOC: _____	Date: _____	☐	☐
	4. OAG: _____	Date: _____	☐	☐



**THE
NAVAJO
NATION**

**Eastern Regional Business
Development Office**

Division of Economic Development

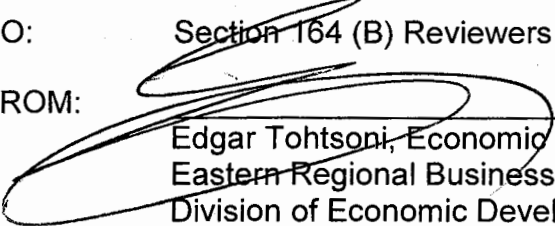
P.O. Box 250 • 211 E. Historic 66 • Churchrock, New Mexico 87311 • Ph: (505) 905-6400 • Fax: (505) 905-6401

RUSSELL BEGAYE
PRESIDENT

JONATHAN NEZ
VICE-PRESIDENT

MEMORANDUM

TO: Section 164 (B) Reviewers

FROM: 
Edgar Tohtsoni, Economic Development Specialist
Eastern Regional Business Development Office
Division of Economic Development

DATE: January 26, 2017

SUBJECT: § 164 #6889 – Administrative Review
Accepting Department of Interior (DOI)-Native American Business
Development Institute (NABDI) \$20,000. Grant between the Navajo Nation
and DOI-NABDI to conduct a Market and Economic Feasibility Study for
Thoreau and Nageezi Navajo Nation Communities/Chapters.

Attached is the Department of Interior-NABDI \$20,000 Grant Acceptance packet between the Navajo Nation and DOI-NABDI for Market and Economic Feasibility Studies for Thoreau and Nageezi Navajo Nation Communities/ Chapters.

This document packet has been reviewed and approved by the OMB and OOC departments and when reviewed by Navajo Department of Justice, it was reviewed as insufficient due to the Grant Assistance Agreement Package (Contract) being missing from the packet. This since has been corrected, with a complete/signed Grant Agreement Package included as part of this packet.

This packet also includes:

- DOI Award Notice
- Navajo OMB Forms
- Eastern RBDO Project Scope of Work
- Eastern RBDO Contractor's Scope of Work

If you have any questions or concerns, please contact me at (505) 905-6400.

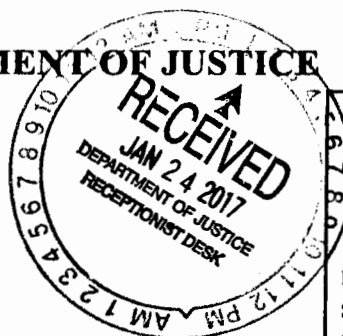
NOTE: Once fully accepted by Navajo Nation, the contractor selection process will initiate.



☐ RESUBMITTAL
(Nov 2016)

NAVAJO NATION DEPARTMENT OF JUSTICE

DOCUMENT REVIEW REQUEST FORM



DOJ	
01/24/17	1280
DATE / TIME	
☐ 7 Day Deadline	
DOC #:	006889#2
SAS #:	6889
UNIT:	ECDU

*** FOR NNDOJ USE ONLY - DO NOT CHANGE OR REVISE FORM. VARIATIONS OF THIS FORM WILL NOT BE ACCEPTED. ***

CLIENT TO COMPLETE

DATE OF REQUEST: 24 JAN 2017 ENTITY/DIVISION: DED
 CONTACT NAME: EDGAR THOMPSON DEPARTMENT: EASTERN RBDU
 PHONE NUMBER: 515/9056400 E-MAIL: easternbizdev@yahoos
 TITLE OF DOCUMENT: NABDI Grant Acceptance

DOJ SECRETARY TO COMPLETE

DATE/TIME IN UNIT: 1/24/17 3:30pm REVIEWING ATTORNEY/ADVOCATE: Chase Velasquez
 DATE/TIME OUT OF UNIT:

DOJ ATTORNEY / ADVOCATE COMMENTS

Sufficient

REVIEWED BY: (PRINT)	DATE / TIME	SURNAMED BY: (PRINT)	DATE / TIME
<u>Chase Velasquez</u>	<u>1/24/17 10:52am</u>	<u>Jonah Winer</u>	<u>1-25-17 10:55a</u>
DOJ Secretary Called: <u>Jennifer Jones</u>	for Document Pick Up on <u>1/25/17</u> at <u>11:06</u> By: <u>ah</u>		
PICKED UP BY: (PRINT)	DATE / TIME:		

NNDOJ/DRRF-July 2013

NOTE: GRANT Contract is signed / completed

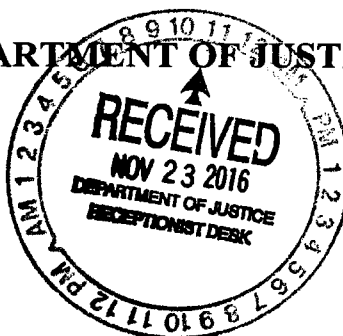




☐ RESUBMITTAL

NAVAJO NATION DEPARTMENT OF JUSTICE

DOCUMENT REVIEW REQUEST FORM



DOJ
11/23/16 1035am
DATE / TIME
☒ 7 Day Deadline
DOC #: 006889
SAS #: 6889
UNIT: ECDU

*** FOR NNDOJ USE ONLY - DO NOT CHANGE OR REVISE FORM. VARIATIONS OF THIS FORM WILL NOT BE ACCEPTED. ***

CLIENT TO COMPLETE

DATE OF REQUEST:	11/9/2016	DIVISION:	DED
CONTACT NAME:	EDGAR TOHTSONI	DEPARTMENT:	EASTERN RBDO
PHONE NUMBER:	505 905 6400	E-MAIL:	easternbizdev@yahoo.com

TITLE OF DOCUMENT: DOI-BIA/NABDI GRANT ACCEPTANCE

DOJ SECRETARY TO COMPLETE

DATE/TIME IN UNIT:	11-28-16 10am	REVIEWING ATTORNEY/ADVOCATE:	Mel Rodis
--------------------	---------------	------------------------------	-----------

DATE TIME OUT OF UNIT:

DOJ ATTORNEY / ADVOCATE COMMENTS

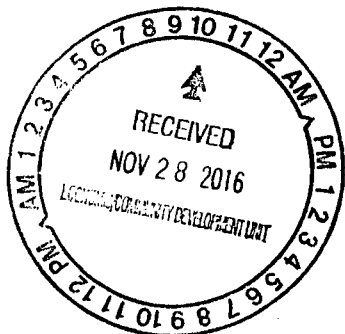
insufficient due to lack of important documents needed for review

REVIEWED BY: (Print)	Date / Time	SURNAMED BY: (Print)	Date / Time
Mel Rodis	11/29/16 9:30 Am	URJ	11/29/16 841pm

DOJ Secretary Called: for Document Pick Up on at By:

PICKED UP BY: (Print) DATE / TIME:

NNDOJ/DRRF-July 2013





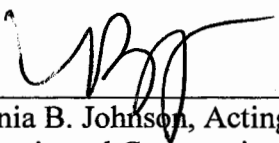
NAVAJO NATION DEPARTMENT OF JUSTICE
OFFICE OF THE ATTORNEY GENERAL

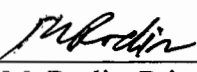
ETHEL B. BRANCH
ATTORNEY GENERAL

RODGERICK T. BEGAY
ACTING DEPUTY ATTORNEY GENERAL

MEMORANDUM

TO: Edgar Tohtsoni, Sr. Economic Development Specialist
Eastern RBD, Division of Economic Development

THROUGH: 
LaTonia B. Johnson, Acting Assistant Attorney General
Economic and Community Development Unit, Dept. of Justice

FROM: 
Mel M. Rodis, Principal Attorney
Economic and Community Development Unit, Dept. of Justice

DATE: November 29, 2016

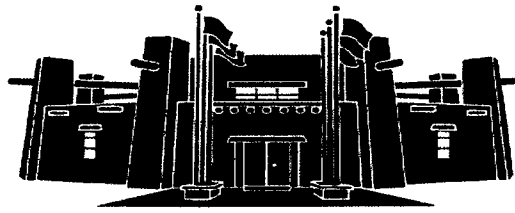
SUBJECT: **Document No. 6889: DOI-BIA / NABDI Grant Acceptance**

The Office of the Attorney General has reviewed the package for the \$20,000 grant acceptance. I marked this as insufficient because the package for review is missing key documents. Please provide the following documents and resubmit for review:

1. The original grant application; and
2. The "grant assistance agreement package" referred to in paragraph five of the Department of the Interior grant award letter, including but not limited to, the grant acceptance document to be signed by the President.

If you have any questions regarding this memorandum please do not hesitate to contact me at 928-871-6933.

MMR/ah/231



MEMORANDUM

TO: Hon. Edmund Yazzie
23rd Navajo Nation Council

FROM: 
Rhonda L. Tuni, Attorney
Office of Legislative Counsel

DATE: February 2, 2017

SUBJECT: AN ACTION RELATING TO RESOURCES AND DEVELOPMENT COMMITTEE, BUDGET AND FINANCE, NAABIK'ÍYÁTI' COMMITTEE AND NAVAJO NATION COUNCIL; AUTHORIZING AND ACCEPTING A DISCRETIONARY GRANT BETWEEN THE ASSISTANT SECRETARY – INDIAN AFFAIRS, OFFICE OF DEPARTMENT OF THE INTERIOR, BUREAU OF INDIAN AFFAIRS, OFFICE OF INDIAN ENERGY AND ECONOMIC DEVELOPMENT AND THE NAVAJO NATION IN THE AMOUNT OF \$20,000.00

Pursuant to your request, attached is the above-referenced proposed resolution and associated legislative summary sheet. Based on existing law the resolution as drafted is legally sufficient. In addition, this legislation may raise funding issues.

The Office of Legislative Council confirms the appropriate standing committee(s) reviews based on the standing committees powers outlined in 2 N.N.C. §§ 301, 401, 501, 601 and 701. Nevertheless, "the Speaker of the Navajo Nation Council shall introduce [the proposed resolution] into the legislative process by assigning it to the respective oversight committee(s) of the Navajo Nation Council having authority over the matters for proper consideration." 2 N.N.C. § 164(A)(5).

Please review the proposed resolution to ensure it is drafted to your satisfaction. If this proposed resolution is acceptable to you, please sign it where it indicates "Prime Sponsor", and submit it to the Office of Legislative Services for the assignment of a tracking number and referral to the Speaker.

If the proposed resolution is unacceptable to you, or if you have further questions, please contact me at the Office of Legislative Counsel and advise me of changes you would like made to the proposed resolution. You may contact me at (928) 871-7166. Thank you.

THE NAVAJO NATION
LEGISLATIVE BRANCH
INTERNET PUBLIC REVIEW PUBLICATION



LEGISLATION NO: _0081-17__

SPONSOR: Edmund Yazzie

TITLE: An Action Relating To Resources And Development Committee, Budget And Finance, NAABIK'IYATI' Committee And Navajo Nation Council; Authorizing And Accepting A Discretionary Grant Between The Assistant Secretary - Indian Affairs, Office Of Department Of The Interior, Bureau Of Indian Affairs, Office Of Indian Energy And Economic Development And The Navajo Nation In The Amount Of \$20,000.00

Date posted: February 23, 2017 at 3:58 PM

Digital comments may be e-mailed to comments@navajo-nsn.gov

Written comments may be mailed to:

Executive Director
Office of Legislative Services
P.O. Box 3390
Window Rock, AZ 86515
(928) 871-7586

Comments may be made in the form of chapter resolutions, letters, position papers, etc. Please include your name, position title, address for written comments; a valid e-mail address is required. Anonymous comments will not be included in the Legislation packet.

Please note: This digital copy is being provided for the benefit of the Navajo Nation chapters and public use. Any political use is prohibited. All written comments received become the property of the Navajo Nation and will be forwarded to the assigned Navajo Nation Council standing committee(s) and/or the Navajo Nation Council for review. Any tampering with public records are punishable by Navajo Nation law pursuant to 17 N.N.C. §374 *et. seq.*

**THE NAVAJO NATION
LEGISLATIVE BRANCH
INTERNET PUBLIC REVIEW SUMMARY**

LEGISLATION NO.: 0081- 17

SPONSOR: Honorable Edmund Yazzie

TITLE: An Action Relating To Resources And Development Committee, Budget And Finance, Naabik'iyati' Committee And Navajo Nation Council; Authorizing And Accepting A Discretionary Grant Between The Assistant Secretary - Indian Affairs, Office Of Department Of The Interior, Bureau Of Indian Affairs, Office Of Indian Energy And Economic Development And The Navajo Nation In The Amount Of \$20,000.00.

Posted: February 23, 2017 at 3:58 PM

5 DAY Comment Period Ended: February 28, 2017

Digital Comments received:

Comments Supporting	<i>None</i>
Comments Opposing	<i>None</i>
Inclusive Comments	<i>None</i>



Policy Analyst
Office of Legislative Services

3/1/2017 8:23am
Date/Time

**RESOURCES AND DEVELOPMENT COMMITTEE
23rd NAVAJO NATION COUNCIL**

THIRD YEAR 2017

COMMITTEE REPORT

Mr. Speaker,

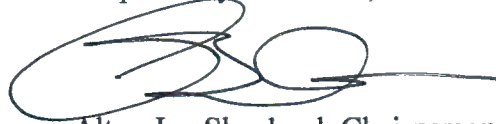
The **RESOURCES AND DEVELOPMENT COMMITTEE** to whom has been assigned:

Legislation # 0081-17: An Action Relating to Resources and Development; Budget and Finance, Naabi'Iyati Committees and Navajo Nation Council; Authorizing and Accepting a Discretionary Grant Between the Assistant Secretary – Indian Affairs, Office of Department of the Interior, Bureau of Indian Affairs, Office of Indian Energy and Economic Development and the Navajo Nation in the Amount of \$20,000.00 *Sponsor: Honorable Edmund Yazzie*

Has had it under consideration and report the same with a **DO PASS** with no amendment:

And thereafter respectfully referred the matter to Budget and Finance Committee.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Alton Joe Shepherd', with a stylized flourish extending to the right.

Alton Joe Shepherd, Chairperson
Resources and Development Committee
the 23rd Navajo Nation Council

Date: March 7, 2017
Main Motion: Honorable Davis Filfred
Second: Honorable Benjamin Bennett
Vote: 4-0-1 (CNV)