RESOLUTION OF THE BUDGET AND FINANCE COMMITTEE OF THE NAVAJO NATION COUNCIL

24TH NAVAJO NATION COUNCIL - First Year, 2019

AN ACTION

RELATING TO THE BUDGET AND FINANCE COMMITTEE; APPROVING AND ADOPTING THE AMENDED VOCATIONAL EDUCATION TRUST FUND SUB-POLICY

BE IT ENACTED:

SECTION ONE. AUTHORITY

- A. The Budget and Finance Committee of the Navajo Nation Council is empowered with the authority to exercise oversight in the areas including, but not limited to, budget, finance, investment, bonds, contracting, insurance, audits, accounting, taxes, loans, and Chapter budget and finance, for the purpose of coordinating, overseeing, and regulating the fiscal, financial, investment contracting, and audit policies of the Navajo Nation pursuant to 2 N.N.C. § 300(C)(1); and to promulgate rules and regulations relative to contracting, investments and financial matters pursuant to 2 N.N.C. § 301(B)(1).
- B. The Navajo Nation created the Navajo Nation Investment Committee (Investment Committee) pursuant to Resolution No. CAU-39-73, and the Investment Committee is an advisory group to the Budget and Finance Committee in the management of the Nation's investment program and is responsible for recommending to the Budget and Finance Committee the adoption of modifications to the Master Investment Policy, Sub-Policies, and Asset Class Guidelines, pursuant to the Master Investment Policy, §§ 4.3 and 4.3(a).

SECTION TWO. FINDINGS

A. In exercising its authorities under 2 N.N.C. §§ 300(C)(1) and 301 (B)(1), the Budget and Finance Committee approved

and adopted the investment policies for all Navajo Nation financials resources (the "Master Investment Policy") pursuant to the Budget and Finance Resolution No. BFO-61-90, as amended by BFJY-114-03, BFJA-01-08, BFJN-17-15, BFD-41-17 and BFD-45-18.

- B. Pursuant to §§ 4.3(a) and 4.8(a) of the Master Investment Policy, the Investment Consultant, makes recommendations to the Budget and Finance committee for all modifications to the Master Investment Policy, Sub-Policies, and Asset Class Guidelines, and pursuant to § 4.1, the Budget and Finance Committee has final authority to approve such modifications.
- C. The Investment Committee and the Nation's Investment Consultant, RVK, Inc. (RVK) have recommended that the Budget and Finance Committee approve the recommendation to modify the Vocational Education Trust Fund Sub-Policy to the Moderate Target Asset Allocation and the Investment Committee's Resolution No. NNICN-17-18 along with RVK's recommendations are attached hereto as Exhibit 1.
- D. The Budget and Finance Committee has considered the recommendations of the Investment Committee and RVK and finds that these actions are in the Nation's best interest.
- E. The policies, an underscored and overstricken version of which is attached as Exhibit 2, and a clean version of which is attached as Exhibit 3.
- F. The Department of Justice has reviewed the proposed amendments and determined them to be sufficient. The Executive Official Review is attached as **Exhibit 4**.

SECTION THREE. APPROVAL

A. The Budget and Finance Committee hereby accepts the recommendations of the Investment Committee and RVK and hereby approves and adopts the Amended Trust Vocational Education Trust Fund Sub-Policy, an underscored and over stricken version of which is attached hereto as Exhibit 2 and a clean version of which is attached hereto as Exhibit 3.

B. The Amended Vocational Education Trust Fund Sub-Policy shall become effective immediately upon the Budget and Finance Committee's approval of this legislation.

CERTIFICATION

I, hereby, certify that the foregoing resolution was duly considered by the Budget and Finance Committee of the Navajo Nation Council at a duly called meeting held at LeChee, Navajo Nation (Arizona), at which a quorum was present and that the same was passed by a vote of 5 in favor and 0 opposed, this 5th day of November 2019.

Raymond Smith Jr., Vice Chairperson

Budget and Finance Committee

Motion: Honorable Amber K. Crotty Second: Honorable Elmer P. Begay

NNICN-17-18

RESOLUTION OF THE NAVAJO NATION INVESTMENT COMMITTEE

Recommending that the Budget and Finance Committee Approve a Modification to the Trust Fund for Vocational Education Target Asset Allocation

WHEREAS:

- 1. The Navajo Nation created the Navajo Nation Investment Committee (the "Investment Committee") pursuant to Resolution No. CAU-39-73, and the Budget and Finance Committee of the Navajo Nation Council (the "Budget and Finance Committee") adopted investment policies for all Navajo Nation Financial Resources (the "Master Investment Policy") pursuant to Budget and Finance Committee Resolution No. BFO-61-90 as amended by BFJY-114-03, BFJA-01-08, BFJN-17-15, BFD-38-17, and BFD-41-17; and
- 2. The Investment Committee is responsible for recommending to the Budget and Finance Committee the adoption of modifications to the Master Investment Policy, Sub-Policies, and Asset Class Guidelines, pursuant to the Master Investment Policy, Section 4.3(a), and approving investment managers and custodians recommended by the investment consultant pursuant to the Master Investment Policy, Section 4.3(d); and
- 3. The Controller, pursuant to her duties under the Master Investment Policy, Section 4.4 has coordinated with the Navajo Nation's designated investment consultant, RVK, Inc. a recommendation to modify the asset allocation in the Trust Fund for Vocational Education Sub-Policy to the Moderate Target Asset Allocation, which increases future expected returns by diversifying into additional asset classes; and
- 4. The Investment Committee has reviewed RVK Inc.'s review and recommendation relating to the modification of the asset allocation in the Trust Fund for Vocational Education Sub-Policy attached hereto as Exhibit A and the proposed modified Sub-Policy attached hereto as Exhibit B.

NOW THEREFORE BE IT RESOLVED THAT:

The Investment Committee hereby accepts and recommends that the Budget and Finance Committee accept RVK Inc.'s recommendation to modify the asset allocation in the Trust Fund for Vocational Education Sub-Policy to the Moderate Target Asset Allocation attached hereto as Exhibit A, and recommends that the Budget and Finance Committee approve the modified Sub-Policy attached hereto as Exhibit B.

CERTIFICATION

I hereby certify that the foregoing resolution was duly considered by the Investment Committee, at a duly called meeting at the Office of the Navajo Tax Commission in St. Michaels, Arizona, at which a quorum was present and that same was passed by a vote of 4 in favor and 0 opposed, this 8th day of November 2018.

Pearline Kirk, Presiding Chair

Navajo Nation Investment Committee

Motion: Dwight Witherspoon

Second: Tom Chee

Vote: 4-0



Vocational Education

Vocational Education - Asset Allocation

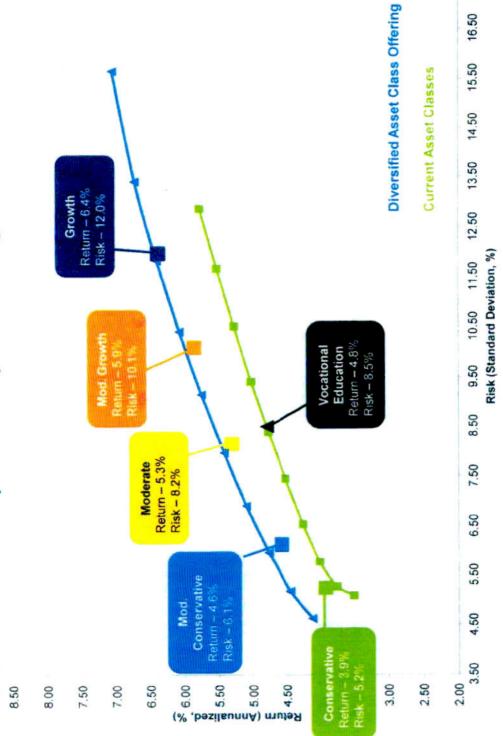
Portfolio Comparison (Including Add'I Asset Classes)

	Vocational Education	Conserv.	Mod. Conserv.		Mod. Growth	Growth
Large/Mid Cap US Equity Small Cap US Equity Broad International Equity Int. Duration Fixed Income	40 0 59	5 0 5 60 25	9 2 9 50 16	51 47 0	25 5 15 30	30 5 20 15 0
Core Real Estate GTAA Bank Loans Total	0 0 01	0 0 100	7 7 3 3 100	9 8 9 100	8 6 8 001	0 0 0 00
Capital Appreciation Capital Preservation Alpha Inflation	0 0 0	10 85 5 0	23 66 7 4	39 47 8	53 90 8	65 10 10
Expected Return Risk (Standard Deviation)	8.5 8.5	3.9	6.1	5.3 8.2	5.9	6.4
Return (Compound) Return/Risk Ratio	4.5 0.6	3.8	4.4 0.8	5.0	5.4	5.7
RVK Expected Eq Beta (LCUS Equity = 1) RVK Liquidty Metric (T-Bills = 100)	89	0.2	0.3 83	9.4	0.5	9.0



Vocational Education - Asset Allocation

Efficient Frontier Comparison - Impact of Adding Asset Classes





17.50

Vocational Education - Asset Allocation & Income

Income Projections - Impact of Adding Asset Classes

Asset Class	Vocational Education	Additional \$5 Million	Additional \$10 Million	Moderately Conservative AA	Moderate AA	Moderate Growth AA
Large Cap Domestic Equity	40%	40%	40%	% 6	17%	25%
Small Cap Domestic Equity	ï	£		2%	3%	2%
International Equity	×		٠	%6	13%	15%
Core / Core Plus Fixed Income	%69	28%	%69	%09	47%	30%
Low Duration Fixed Income	1%	1%	1%	16%	%0	%0
Core Real Estate		,		4%	%9	8%
GTAA				7%	8%	%6
Bank Loans				3%	%9	8%
Total	100%	100%	100%	100%	100%	100%
Expected Return (%)	4.8%	4.8%	4.8%	4.6%	6.3%	6.9%
Expected Risk (Standard Deviation %)	8.5%	8.5%	8.5%	6.1%	8.2%	10.1%
Expected Yield (%)	2.7%	2.7%	2.7%	3,1%	3.1%	2.9%
Expected Yield (\$)	\$287,520	\$421,995	\$556,470	\$328,689	\$327,161	\$315,048
Total MV (Ex DI)	\$10,690,472	\$15,690,472	\$20,690,472	\$10,690,472	\$10,690,472	\$10,690,472

Market Values are as of 8/31/2018 and excludes Direct Investments. Annual expected yield estimates are based on the relevant benchmark index and are applied to the asset allocation.



Trust Fund for Vocational Education

(Sub-Policy)

STATEMENT OF INVESTMENT OBJECTIVES, GUIDELINES AND PROCEUDRES

A. General. This statement governs the investment of the Navajo Nation Trust Fund for Vocational Education (Fund) as a sub-policy of the Navajo Nation Master Investment Policies.

This statement is set forth in order that the Navajo Nation Council, the Budget & Finance Committee, the Investment Committee, Staff, its investment advisor and its investment managers and others entitled to such information may be made aware of the Policy of the Trust Fund for Vocational Educational with regard to the investment of its assets and the expectations and requirements of the Investment Committee with respect to the ongoing management of the investments. The purpose of this document is to establish the investment policies, standards of prudence and performance expectations for the Fund. The Investment Committee is responsible for the fiduciary oversight of the investments and has chosen these policies as its statement of intent for achieving the investment objectives described below.

The Fund. The Trust Fund for Vocational Education (Fund) was amended by Resolution CJY-58-98 on July 22, 1998. The Resolution states that all amounts of money deposited in the Fund shall be invested as soon as practical in accordance with Investment Objectives and Investment Policies of the Navajo Nation as formally adopted by the Budget and Finance Committee of the Navajo Nation Council. The Fund was established with an initial appropriation of \$6,000,000. Additional appropriations may be made from time to time by the Navajo Nation Council provided that additional sources of revenue and/or funds are available for appropriation. The Fund is used to fund grants to Navajo students attending vocational education institutions.

The spending policy is as follows:

(a) Four percent (4%) of the market value of the Fund will be used as vocational education scholarship grants to Navajo students wishing to attend vocational education institutions and to apprentices and practitioners selected to participate in the Navajo Traditional Apprenticeships Project on an annual basis. The market value to be used in determining the budget amount will be the previous fiscal year end market value of the Fund. The excess of the Fund income over expenses shall be reinvested in the Fund to cover the rate of inflation and to provide for reasonable growth of the Fund.

(b) Vocational education scholarship grants to Navajo students wishing to attend vocational education institutions and to apprentices and practitioners wanting to participate in the Navajo Traditional Apprenticeship Project shall be awarded in accordance with rules and regulations developed by the Division of Dine Education approved by the Education Committee of the Navajo Nation Council.

The Navajo Nation Council resolution stipulates that Fund principal may not be expended except pursuant to a referendum adopted by a two-thirds vote of all registered Navajo voters. The Navajo Nation Council may place a referendum to expend Fund principal on the ballot of any primary, general or special election by a two-thirds vote of the full membership of the Navajo Nation Council.

The Fund is expected to be available in perpetuity so it will be invested with a long-term perspective. It is important to follow coordinated policies regarding spending and investment decisions, which will protect the principal and produce reasonable total returns.

To assure that the integrity of these assets shall be maintained to the maximum extent feasible, the Investment Committee has established the following Policies:

- To be invested in accord with The Master Investment Policy and Procedures approved by the Budget & Finance Committee.
- To preserve the purchasing power of the investments while at the same time increasing
 the size of the corpus in order to support growth in the Trust Fund for Vocational
 Education. Preservation of principal is of high priority and essential over the long term.
- C. Investment Objectives. The primary investment objectives are preservation of capital in real terms while obtaining maximum returns within reasonable and acceptable levels of risk.

The achievement of the investment objectives of the Fund will be reviewed on an annual basis. This review will focus on the continued feasibility of achieving the objectives and the continued appropriateness of the investment policy. It is not expected that the policy will change frequently; in particular, short-term changes in the financial markets should generally not require an adjustment in the policy.

D. The Investment Committee Responsibilities. The Investment Committee will have the responsibility and authority to oversee the investments of the Fund. The Investment Committee and its designated investment advisor will then select the specific asset mix reflecting judgments as to the investment environment as well as the specific needs of the Fund. The Investment Committee will discharge their duties with prudence and ethics as stated in Section 3 of the Navajo Nation Master Investment Policies.

E. Investment Policy Guidelines. The Budget & Finance Committee does not expect the Investment Committee to be reactive to short-term investment developments, recognizing that the needs for payout are long term and that investment competence must be measured normally over a meaningful period of time. While the quantitative assessment of managerial competence will be measured normally over a complete market cycle, the Budget & Finance Committee anticipates that the Investment Committee will make interim qualitative judgments. Specific qualitative factors which will be reviewed by the Investment Committee on an ongoing basis.

Asset Allocation

The most important component of an investment strategy is the asset mix, or the resource allocation among the various classes of securities available to the Trust Fund for Vocational Education investments. The Investment Committee will be responsible for target and actual asset allocation for the investments that will best meet the needs of the Fund, taking into consideration the appropriate level of portfolio volatility. The Investment Committee will then submit to the Budget & Finance Committee the long-term asset allocation ranges.

Long term

The risk/return profile shall be maintained by describing a long-term "target" strategic asset allocation and is set forth below.

Investment Time Horizon

In making investment strategy decisions for the Fund, the focus shall be on a long-term investment time horizon that encompasses a complete business cycle (usually three to five years). Interim evaluation will be required if a significant change in fees, manager personnel, strategy or manager ownership occurs.

Allocation of Assets

It shall be the policy of the Fund to be invested in accordance with the maximum and minimum range for each asset class as stated below:

Tar	get Asset Allocati	ion	
	Minimum	Target	Maximum
U.S. Equity	1522%	30 <u>20</u> %	3825%
Large Cap	2414%	2517%	34)2()%
Small / Mid Cap	21%	53%	8 <u>5</u> %
International Equity	149%	18 <u>13</u> %	22 <u>17</u> %
Core / Core Plus Fixed Income	2040%	3047%	49 <u>54</u> %
Core Real Estate	0%	<u>6</u> 8%	109%
Absolute Return /-GTAA	110%	148%	1711%
Cash Equivalents Bank Loans	0%	64%	95%

The asset allocation ranges established by this investment policy represent the long-term perspective. As such, rapid unanticipated market shifts may cause the asset mix to fall outside the policy ranges. Any divergence should be of a short-term nature. Staff will review the asset allocation of the Fund on a quarterly basis and rebalance to within policy ranges as necessary.

F. Performance Expectations. The measurement period for complete evaluation will be trailing twelve-quarter periods and complete market cycles. Market cycles are defined to include both a rising and a declining leg. Therefore, a minimum period of evaluation shall be typically three to five years.

The most important performance expectation is the achievement of investment results that are consistent with the Fund's investment objective statement. Performance will be monitored against a custom index of both the target allocation and the current allocation50% S&P 500 Index, 37.5% Lehman Aggregate Index and 12.5% Lehman Government 1-5 Year Index.

Sub-policy	
Updated November 2018	
Approved By:	
	Date:
The Navajo Nation	
Investment Committee	

Trust Fund for Vocational Education

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	Minimum	Target	Maximum
U.S. Equity	15%	20%	25%
Large Cap	14%	17%	20%
Small / Mid Cap	1%	3%	5%
International Equity	9%	13%	17%
Core / Core Plus Fixed Income	40%	47%	54%
Core Real Estate	0%	6%	9%
Absolute Return /GTAA	0%	8%	11%
Bank	0%	6%	9%
Loans			

The asset allocation ranges established by this investment policy represent the long-term perspective. As such, rapid unanticipated market shifts may cause the asset mix to fall outside the policy ranges. Any divergence should be of a short-term nature. Staff will review the asset allocation of the Fund on a quarterly basis and rebalance to within policy ranges as necessary.

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The most important performance expectation is the achievement of investment results that are consistent with the Fund's investment objective statement. Performance will be monitored against a custom index of both the target allocation and the current allocation.

Document No.	013393

Date Issued:

	EXHIBIT	
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EXECUTIVE OFFICIAL REVIEW

Title	of Document:	NNICN-17-18 Vocational Sub-Policy	Contact Name: W	AUNEKA, BRENT	TREVOR
Prog	ram/Division:	OFFICE OF THE CONTROLLER			
Ema		btwauneka@nnooc.org	Phone Number	928-871-60	23
	Business Sit	te Lease	Date	Sufficient I	nsufficient
	1. Division.	0 1 11-	Date:		
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		he Attorney General:			
	Business an Investment)	d Industrial Development Financing, Ve or Delegation of Approving and/or Mana	teran Loans, (i.e. Loan, Loan (agement Authority of Leasing	Guarantee and transactions	
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	Office of the	he Attorney General:	Date:		
	Fund Manag	ement Plan, Expenditure Plans, Carry O	ver Requests, Budget Modific	ations	
	1 Office of N	Management and Budget:	Date:		
	2. Office of t		Date		
	Office of t	he Attorney General	Date:		
	Navajo Hous	sing Authority Request for Release of Fu	unds		
	1. NNEPA:		Date:		
	2. Office of t	he Attorney General:			
	Lease Purch	pase Agreements			
	1. Office of t	he Controller	Date:		
	(recomme	endation only)			
	2 Office of t	he Attorney General	Date:		
	Grant Applic	cations			
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		the Attorney General	Wunn Date 9-110	19	
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	700	the Attorney General:	Date:		
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NAVAJO NATION DEPARTMENT OF JUSTICE

DOCUMENT
REVIEW
REQUEST
FORM



09/13/19 4:04pm
DATE / TIME 7 Day Deadline
DOC# 013393

UNIT:

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

FOR NADOJ USE ONLY - DO NOT CHANGE OR REVISE FOR	III. TAMATIONS OF THIS FORM PIECE IN C. SE INC. M. LEW.
CLIENT TO	COMPLETE
DATE OF REQUEST: 9/13/19 CONTACT NAME: 6/14/1 Upun ella PHONE NUMBER: 1/4623	DEPARTMENT: OCC - Truest ments E-MAIL: btwquneka & nnooc. ofg
TITLE OF DOCUMENT: MITCH 17-18 VOICE	Isral Sub Policy
DOJ SECRETARY	TO COMPLETE
DATE/TIME IN UNIT: SEP 1 3 2019 4: 20pm	ING ATTORNEY/ADVOCATE: Jana Warner
DATE/TIME OUT OF UNIT:	
DOJ ATTORNEY / AD	VOCATE COMMENTS
LEGALLY SUFFICIENT. The attached Proposed Budget and Fin. Fund for Vocational Education Sub-Policy, which was emailed LEGALLY SUFFICIENT. The BFC Resolution adopts the Investor	to Jana Werner on August 2 by Martina Smiley of OLC, is
REVIEWED BY: (PRINT) DATE / TIME Jana C Werner 9-16-19 11:15am	SURNAMED BY: (PRINT) DATE / TIME Tana C Werner 9-16-19 11:15 am
EM	ument Pick Up on 9-16-19 at 12: 11pm By: Ch
PICKED UP BY: (PRINT)	DATE / TIME:
NNDOJ/DRRF-July 2013	

2 3 1 5 5 RECEWITH
SEP 1 3 2019

SCANNED

THE NAVAJO NATION

JONATHAN NEZ | PRESIDENT | MYRON LIZER | VICE PRESIDENT



MEMORANDUM

TO: ALL CONCERNED

FROM: Pearline Kirk, Controller

Office of the Controller

DATE: August 5, 2019

SUBJECT: STANDING DELEGATION OF AUTHORITY

This memorandum will serve to inform you that when Ms. Pearline Kirk, Controller of the Navajo Nation is on leave or on travel status, the following order of delegation will be in effect immediately. The individuals will be delegated the responsibility to sign any documents that are of a "routine" nature, and all other documents considered "significantly questionable" will be referred to the Controller upon return. This delegation will be continuous until rescinded or revised in writing.

Your cooperation with the delegated individuals is expected and appreciated. Thank you.

ACKNOWLEDGEMENT:

Robert Willie, Accounting Manager

Laura Johnson, FMIS Project Manager

Loretta Largo, Accounting Manager

Lorena Eldridge, Accounting Manager

erald Shirley, Accounting Manager

BUDGET AND FINANCE COMMITTEE

5 November 2019 Regular Meeting

VOTE TALLY SHEET:

Legislation No. 0301-19: An Action Relating to Budget and Finance Committee; Approving and Adopting the Amended Vocational Education Trust Fund Sub-Policy *Sponsored by Jamie Henio, Council Delegate*

Motion: Amber K. Crotty Second: Elmer P. Begay

Vote: 5-0, Vice Chairman not voting

Vote Tally:

Jamie Henio	yea
Jimmy Yellowhair	yea
Raymond Smith Jr.	
Elmer P. Begay	yea
Amber K. Crotty	yea
Nathaniel Brown	yea

Raymond Smith Jr., Vice Chairman

Budget & Finance Committee

Peggy Nakai, Legislative Advisor Budget & Finance Committee