

RESOLUTION OF THE
NAVAJO NATION COUNCIL

23rd NAVAJO NATION COUNCIL - Second Year, 2016

AN ACTION

RELATING TO HEALTH, EDUCATION AND HUMAN SERVICES, BUDGET AND FINANCE, NAABIK'ÍYÁTI' AND THE NAVAJO NATION COUNCIL; APPROVING SUPPLEMENTAL FUNDING FOR PHOENIX INDIAN CENTER, INC. FROM THE UNRESERVED, UNDESIGNATED FUND BALANCE IN THE AMOUNT OF \$148,325.00

BE IT ENACTED:

Section One. Authorities

- A. Pursuant to 2 N.N.C. § 400 et seq., the Health, Education and Human Services Committee generally oversees matters relative to health, education and social services affecting the Navajo Nation, among other duties and responsibilities.
- B. Pursuant to 2 N.N.C. § 300 (C)(1), (3) and (4) the Budget and Finance Committee is authorized to recommend adoption of resolutions related to the expenditure of the Nation's financial resources.
- C. Pursuant to 2 N.N.C. § 164 (A)(9), a proposed resolution that requires final action by the Navajo Nation Council shall be assigned to the Naabik'íyáti' Committee before it is heard by the Navajo Nation Council.
- D. Pursuant to 12 N.N.C. § 820 (L), "[t]he Navajo Nation Council may adopt and approve supplemental appropriations to the Annual Comprehensive Budget during the fiscal year. Supplemental appropriations of General Funds within the current fiscal year are permitted, if and when additional sources of revenues above and beyond the initial or current revenue projections are projected and which are also in excess of the reserve amount set forth at § 820(J)."

Section Two. Supplemental Appropriation Process

Within the Navajo Nation, Supplemental Appropriation requirements include:

- A. Pursuant to 12 N.N.C. § 820(L), when the Controller identifies additional sources of revenues above and beyond the initial or current revenue projections, supplemental appropriations may be allocated by the Navajo Nation Council.
- B. Pursuant to 12 N.N.C. § 820 (L), "Supplemental appropriations made from non-recurring revenues shall only be made for non-recurring operations or purposes, as set forth at § 820 (F). The Controller of the Navajo Nation shall be responsible for designating recurring and non-recurring revenues and purposes."
- C. Pursuant to 12 N.N.C. § 820(M), all requests for annual operating funds and supplemental funds shall be submitted to the Office of Management and Budget ("OMB") for budget impact analysis.

Section Three. Findings

- A. Phoenix Indian Center, Inc. is a nonprofit organization in Maricopa County (Arizona). Generally, the center assists American Indians in the urban community with employment, educational, cultural enrichment and community engagement services.
- B. Navajo people living in Maricopa County make up approximately 30% of the urban American Indian population.
- C. Phoenix Indian Center, Inc. is requesting from the Navajo Nation \$148,325.00 from the Unreserved, Undesignated Fund Balance (UUFB). See Exhibit "A," Grant Application. Funding from the Navajo Nation will be used for social services for Navajo people at the center. The services will include Navajo language and culture classes, seminars and informational sessions. A portion of the funding will also be used for staff providing the services.
- D. The Navajo Nation Office of the Controller has identified additional revenues above and beyond the initial or current revenue projections. Further, the Office of the Controller has determined whether the request herein for supplemental appropriation is from recurring or non-recurring revenues and whether it is for recurring or non-recurring purposes. See attached memorandum, Exhibit "B."

- E. The Office of Management and Budget has provided its budget impact analysis concerning the grant application requested herein. See Exhibit "C."
- F. It is in the best interests of the Navajo Nation to approve the Supplemental Appropriation requested herein.

Section Four. Approving Supplemental Appropriation

- A. The Navajo Nation Council, having received certification by the Office of the Controller of the availability of certain funds from the Unreserved, Undesignated Fund Balance (UUFB) for supplemental appropriation, hereby approves the supplemental appropriation of \$148,325.00 for Phoenix Indian Center, Inc. for providing services to Navajo people in Maricopa county as further described in budget documents attached in Exhibit "A."
- B. This supplemental appropriation shall be from that amount of funds that exceeds the minimum fund balance of the UUFB.

CERTIFICATION

I hereby certify that the foregoing resolution was duly considered by the Navajo Nation Council at a duly called meeting in Window Rock, Navajo Nation (Arizona) at which a quorum was present and that the same was passed by a vote of 18 in favor and 0 opposed, this 21st day of July 2016.




LoRenzo Bates, Speaker
Navajo Nation Council

July 28 2016
Date

Motion: Honorable Seth Damon
Second: Honorable Nathaniel Brown

ACTION BY THE NAVAJO NATION PRESIDENT:

1. I hereby sign into law the foregoing legislation, pursuant to 2 N.N.C. §1005 (C) (10), on this 5th day of August 2016.



Russell Begaye, President
Navajo Nation

2. I hereby veto the foregoing legislation, pursuant to 2 N.N.C. §1005 (C) (11), this _____ day of _____ 2016 for the reason(s) expressed in the attached letter to the Speaker.

Russell Begaye, President
Navajo Nation

3. I hereby exercise line item veto pursuant to the 2010, certified Initiative, over the supplemental appropriations approved herein by the Navajo Nation Council; on this _____ day of _____, 2016.

Russell Begaye, President
Navajo Nation

NAVAJO NATION

RCS# 537

Summer Session

7/21/2016

11:51:15 AM

Amd# to Amd#

Legislation No. 0161-16

PASSED

MOT Damon

Supp funing for Phoenix Indian

SEC Brown

Center \$148,325.00

Yea : 18

Nay : 0

Not Voting : 3

Yea : 18

Begay, K
BeGaye, N
Bennett
Brown
Chee

Crotty
Damon
Daniels
Filfred
Hale

Jack
Perry
Phelps
Shepherd

Slim
Smith
Tsosie
Yazzie

Nay : 0

Not Voting : 3

Bates
Begay, NM

Pete

Tso

Witherspoon

The Navajo Nation Grant Application

Name of Applicant: Phoenix Indian Center, Inc.		Telephone No.: 602-264-6768
Mailing Address: 4520 N. Central Ave., Suite 250; Phoenix, AZ 85012		Email: phibbeler@phxindcenter.org
Physical Address: Same		IRS TIN/EIN No: 86-6006566
NN Grant Request Amount: \$148,325.00	Grant Start Date: 3/1/2016	Grant End Date: 2/28/2017

Brief Description of the Organization or Entity Requesting the Grant:

This project funds Navajo Language & Culture classes, seminars & informational sessions for Navajo people in the Maricopa County area. It also provides for social services which includes case management & skill building classes specifically for Navajo people. A portion of the funding is for staff who provide the described services including interpreting services.

PROBLEMS/NEEDS STATEMENT

Briefly describe the problems/needs identified based on relevant and collected data. The statement should be brief, clear and concise, including population (Navajo) to be served and location of the population.

According to the US Census, the Arizona population is estimated at 6,731,484 of which 5.3% (356,768) are American Indian and 31% of that population is Navajo. The 2011-2013 Census American Community Survey estimated the urban-living American Indian population in Maricopa County (off reservation) was 127,364 with 30% (38,209) being Navajo and a young population with 46.4% being under the age of 24. The Census also estimated that 20.8% of the homes in Arizona spoke Spanish followed by the next significant language group, Navajo at 1.48%. The Phoenix Indian Center annually provides services to over 7,000 people and reaches many more through presentations and community events. Characteristics of our customer base show that 28% are either part-time or full-time employed, 75% of these households report less than \$10,000 income per year and 61% of these households have 3 children. Of these, depending upon which service being accessed, up to 65% are Navajo. Many of these individuals report being detached from their Navajo community, not being fluent or have little speaking ability in their ancestral language or significant cultural knowledge. They continue to seek opportunities to learn their heritage language, culture, traditions and stories, as well as access support services needed by low income families, thus availing themselves of all the services provided by the Phoenix Indian Center.

METHODOLOGY

Briefly describe the approaches, services, and/or ways the problems or needs which will be addressed with the grant.

The problems and objectives discussed above are addressed through two different approaches. First, a social service model providing case management navigation (brokering referrals for other partner agency services), skill building classes and direct customer services - some of which are provided by various PIC programs. These necessary methods of service delivery have proven results and are crucial due to the number of lower income clients who reside in the Phoenix-Metro area and have difficulty maneuvering these needed services in a large metropolitan area. Moreover, these types of services are not offered in a culturally relevant manner, thus customers continue to seek them at the Phoenix Indian Center. Secondly, culture and language classes offered effectively address the need to grow more Dine speakers and gain knowledge of cultural practices. These classes are offered on a semester basis and varied throughout the week on different days, times and locations. Special cultural events using Navajo experts to share culture with the Navajo people residing in the Phoenix Metro area is also important. A new, upcoming feature will include a distance online learning/webinar approach for customers who cannot attend in person classes. With the Phoenix Valley being a large area, we intend to reach a larger audience through using technology, by pilot testing online classes. Class offerings throughout each year include Adult Beginning Navajo Language, Adult Intermediate Navajo Language, Navajo Literacy, Intergenerational Language and Culture, Children's Navajo Language, Dine Culture, Navajo Singing Language Class and Navajo Weaving classes. This is the vehicle chosen to provide education in language and culture to the urban Navajo population, thus growing the Dine knowledge.

To the best of my knowledge and belief, all data in this application are true and correct. The document has been duly authorized by the governing body of the applicant and the applicant will comply with the Navajo Nation terms and conditions if the grant is awarded.

Signature of Authorized Representative

01-28-15

Date Signed

Patricia K. Hibbeler

Type Name of Authorized Representative

CEO

Title

THE NAVAJO NATION

SUPPLEMENTAL FUNDING PROPOSAL SUMMARY

PART I. Business Unit No.: 707000 Program Title: Phoenix Indian Center, Inc - Navajo Language & Culture Program
Division/Branch: Social Services Amount Requested: \$148,325.00 Phone No.: 602-264-6768
Prepared By: Frank LaFave Email Address: flafave@phxindcenter.org

PART II. REASON FOR REQUEST AND STATEMENT OF NEED:

According to the US Census, the Arizona population is estimated at 6,731,484 of which 5.3% (356,768) are American Indian and 31% of that population is Navajo. The 2011-2013 Census American Community Survey estimated the urban-living American Indian population in Maricopa County (off reservation) was 127,364 with 30% (38,209) being Navajo. The Census also estimated that 20.8% of the homes in Arizona spoke Spanish followed by the next significant language group, Navajo at 1.48%. The Phoenix Indian Center annually provides services to over 7,000 people and reaches many more through presentations and community outreach events. Characteristics of our customer base show that 28% are either part-time or full-time employed, 75% of these households report less than \$10,000 income per year and 61% of these households have at least 3 children. 6 of every 10 clients to the Phoenix Indian Center identify themselves as Navajo tribal members. It is evident that many Navajo people relocate to the Phoenix area for various reasons including employment and/or to pursue higher education. Currently, many Navajo members who are no longer surrounded by their language report being detached from their Navajo community, not being fluent or have little speaking ability in their ancestral language and have limited cultural knowledge. Since 2005 to date, 5,158 students participated in Navajo language and culture classes while a total of 12,133 people attended Seasonal Storytelling events and presentations. The first areas this funding will provide are opportunities to learn their heritage language, culture, and traditions which can promote self identity and self sufficiency. Additionally, many Navajo families with children are low income, risk eviction, homelessness, having their utilities disconnected, stranded without transportation and are in dire need of support services. Since 2005 to date 25,810 Navajo families have received services ranging from intake needs assessment, work force, job readiness training, computer resources, crisis intervention, navigation services, food box referrals and Navajo school clothing assistance. Navajo families with children may have difficulty maneuvering needed services in a large metropolitan area and more so, these types of services are not offered in a culturally relevant manner, thus customers continue to seek them at the Phoenix Indian Center. The second area this funding will provide are direct services to ensure that Navajo children in low-income families live in safe, habitable environments and to prevent Navajo children from being exposed to potentially dangerous conditions caused by homelessness, utility disconnection, or other stressors that could jeopardize their safety. The intent of the assistance is to resolve the short-term crises (i.e., eviction, disconnection, lack of food, etc.) of low income Navajo families with children.

PART III. SCOPE OF WORK/METHODOLOGY

The problems and objectives discussed above are addressed through two different approaches. First, Navajo language and culture classes will be offered to address the need to grow more Dine speakers and gain knowledge and preservation of cultural practices. Navajo language and culture classes will be offered on a semester basis and varied throughout the week on different days, times and locations. A new, upcoming feature will include a distance online learning/webinar approach for customers who cannot attend in person classes. With the Phoenix Valley being a large area, we intend to reach a larger audience through using technology, by pilot testing online classes. Class offerings to date have included Adult Beginning Navajo Language, Adult Intermediate Navajo Language, Navajo Literacy, Intergenerational Language and Culture, Children's Navajo Language, Dine Culture, Navajo Singing Language Class and Navajo Weaving. Additionally, special cultural story telling events using Navajo experts to share cultural teachings with the Navajo people residing in the Phoenix Metro will be offered. This is the avenue chosen to provide education in language and culture to the urban Navajo population, thus preserving and growing the Dine knowledge.

Secondly, a social service model providing case management navigation (brokering referrals for other partner agency services), skill building/prevention classes (some of which are provided by various PIC programs) and direct emergency assistance services will be used. The emergency assistance must relate to the welfare of low-income Navajo families with children who are in crisis situations and will provide rental/mortgage, utility, and transportation assistance adhering to the following guidelines. Must have at least one child under the age of eighteen (18) that is deprived of parental support and care due to the absence, death, disability, or unemployment/underemployment of (a) legal parent(s); PIC will also serve two-parent families due to unemployment/underemployment, Meet income and asset standards; Be and enrolled member of the Navajo Nation and live within Maricopa county.

PART IV. AFFIRMATION IS PROVIDED THAT THE PROPOSAL INFORMATION IS COMPLETE AND ACCURATE AND THE APPROPRIATE BRANCH CHIEF RECOMMENDS APPROVAL.

REVIEWED BY: Division Director's Signature / Date

RECOMMEND APPROVAL: Branch Chief's Signature / Date

NNOMB-BF1

FY 16THE NAVAJO NATION
PROGRAM PERFORMANCE CRITERIAPage 4 of 16

PART I. PROGRAM INFORMATION:										
Business Unit No.: <u>707000</u>			Program Name/Title: <u>Phoenix Indian Center, Inc.</u>							
PART II. PLAN OF OPERATION REFERENCE/LEGISLATED PROGRAM PURPOSE:										
PART III. PROGRAM PERFORMANCE CRITERIA:										
			1st QTR		2nd QTR		3rd QTR		4th QTR	
			Goal	Actual	Goal	Actual	Goal	Actual	Goal	Actual
1. Program Performance Area:										
<u>Number of students completing Navajo language & culture classes</u>										
Goal Statement:										
<u>Educate more urban Navajo Tribal members in Navajo language & understanding of culture</u>			100		100		100		100	
2. Program Performance Area:										
<u>Number of participants in Seasonal Stories and Culture Nights</u>										
Goal Statement:										
<u>Share knowledge of Navajo traditional stories and traditions including performances</u>			300		300		300		300	
3. Program Performance Area:										
<u>Number of persons/families receiving case management/intake services.</u>										
Goal Statement:										
<u>Promote urban self-sufficiency and living skill improvement</u>			400		400		400		400	
4. Program Performance Area:										
<u>Number of eligible Navajo families receiving financial emergency assistance.</u>										
Goal Statement:										
<u>Promote urban self-sufficiency and stabilize Navajo families in crisis</u>			5		5		5		5	
5. Program Performance Area:										
<u>Number of persons/families receiving skill building, substance abuse and suicide prevention.</u>										
Goal Statement:										
<u>Improve coping skills for living in a large city environment through prevention services.</u>			30		30		30		30	
PART IV. I HEREBY ACKNOWLEDGE THAT THE ABOVE INFORMATION HAS BEEN THOROUGHLY REVIEWED.										
Patricia K. Hibbeler <u>Pat K. Hibbeler</u> 01-28-14			<u>Shirley S. Nantz</u> 01/11/16							
Program Manager's Printed Name and Signature/Date			Division Director/Branch Chief's Printed Name and Signature / Date							

FY 16THE NAVAJO NATION
LISTING OF POSITIONS AND ASSIGNMENTS BY BUSINESS UNITSPage 5 of 16

SUB ACCT	POS NO	JOB TYPE	POSITION TITLE	EMP ID	WRKSITE CODE	FY 2014 ACTUAL		FY 2015 PROPOSED	
						G/S	SALARY	HOURS	BUDGET
2130	N/A	3674	Instructor, Language & Culture	N/A	N/A		\$49,615	1040	\$24,807.00
2130	N/A	3674/ 3705	Instructor, Language & Culture & Socialworker	N/A	N/A		\$58,349	1150	\$32,243.00
								Total	\$57,050.00

FY 16

THE NAVAJO NATION
DETAILED LINE ITEM BUDGET AND JUSTIFICATION

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PART I. PROGRAM INFORMATION:			
Program Name/Title: <u>Phoenix Indian Center Inc.</u>		Business Unit No.: <u>707000</u>	
PART II. DETAILED BUDGET:			
(A)	(B)	(C)	(D)
Object Code (LOD 6)	Object Code Description and Justification	Total by DETAILED Object Code	Total by MAJOR Object Code
	2001 Personnel Expenses		89,870
2110	Regular	57,050	
	2130 Person-Regular Part Time: 1040 hrs @ \$23.8529 per hour. Avg 20 hrs per week		
	2130 Person-Regular Part Time: 1150 hrs @ \$28.0374 per hour. Avg. 22 hrs per week (rounded)		
2900	Fringe Benefits	12,820	
	2912 FICA @ \$3,537: \$57,050 x 0.062% = \$3,537		
	2914 Medicare @ \$827: \$57,050 x 0.0145% = \$824		
	2921 Medical Insurance @ \$4,564: \$57,050 x 8% = \$4,564		
	2926 Life Insurance @ \$380: \$57,050 x 0.0063% = \$380		
	2940 Retirement @ \$2,282: \$57,050 x 4% = \$2,282		
	2951 Unemployment @ \$300: \$57,050 x 0.0053% = \$300		
	2960 Worker's Compensation @ \$750: \$57,050 x 1.314% = \$750		
	3000 Travel Expenses		5,520
3230	Personal Travel	5,520	
	3210 Vehicle rental: Truck rental for Navajo Clothing = \$1,250: One time rental fee based on historical costs including fuel costs		
	3260 Mileage: 3,600 miles/year (300 miles per month) x \$0.575/mile = \$2,070		
	3240 Per diem: 6 days @ \$50/day = \$300: Costs associated with conducting business with the Nation at Window Rock, i.e. pick up Navajo clothing, attend requested meetings, etc.		
	3250 Lodging: 4 days @ \$100/day = \$400: Costs associated with conducting business with the Nation at Window Rock, i.e. pick up Navajo clothing, attend requested meetings, etc.		
	3290 Cost of fuel, service, etc. for PIC vehicle @ \$150/month x 10 months = \$1,500: This cost is in lieu of POV vehicle charge which is 3 x higher than using the PIC vehicle. The cost vary each year depending on use. This estimate is based on historical cost and use patterns.		
TOTAL		75,190	75,190

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THE NAVAJO NATION
DETAILED LINE ITEM BUDGET AND JUSTIFICATION

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PART I. PROGRAM INFORMATION:			
Program Name/Title: <u>Phoenix Indian Center, Inc.</u>		Business Unit No.: <u>707000</u>	
PART II. DETAILED BUDGET:			
(A)	(B)	(C)	(D)
Object Code (LOD 6)	Object Code Description and Justification	Total by DETAILED Object Code	Total by MAJOR Object Code
	4000 Supplies		4,100
4120	Office Supplies		
	4130 General Office Supplies: Supplies such as pens, paper, files, etc. at the rate of \$30 per month x 10 months.	300	
4410	Operating Supplies	3,800	
	4420 General Operating Supplies: Estimated cost for new program materials excluding weaving looms for student use including books, cultural materials and supplies, etc. at \$3,500 for the year.		
	4450 Postage, Courier, Shipping: Estimated cost of \$35/quarter x 4 quarters = \$140		
	4530 Printing, Binding Photography: Estimated cost of \$40/quarter x 4 quarters = \$160		
	5000 Lease & Rental		18,000
5110	Building	18,000	
	5120 Office Space: Space costs are based on 900 square feet of office space for two offices and one classroom at \$20.00/sq. ft. x 900 sq ft per annum or \$1,500 per month. PIC occupies over 14,000 square feet of space at a cost of \$21,162 per month. All programs pay for their pro-rata share of the space costs.		
	5500 Communication & Utilities		200
5570	Internet	200	
	5580 DSL: Payment for allocated DSL services for internet provider services based on two computers at rate of \$16.66 per month x 12 months.		
TOTAL		22,300	22,300

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THE NAVAJO NATION
DETAILED LINE ITEM BUDGET AND JUSTIFICATION

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PART I. PROGRAM INFORMATION:			
Program Name/Title: <u>Phoenix Indian Center, Inc.</u>		Business Unit No.: <u>707000</u>	
PART II. DETAILED BUDGET:			
(A)	(B)	(C)	(D)
Object Code (LOD 6)	Object Code Description and Justification	Total by DETAILED Object Code	Total by MAJOR Object Code
	6500 Contractual Services		14,000
6520	Consulting	12,400	
	6530 Fees: Consulting fee for cultural consultants for six cultural events per year at \$1,000 per event, and for consulting/instruction fees for 2 consultants for Navajo singing and weaving classes during the year at \$1,000 per semester per class x 3 classes x 2. Balance (\$400.00) is for unknown/unbudgeted costs that may occur during the year.		
6600	Audit	1,000	
	6630 Fees: This is the allocated cost for our annual audit as required by our contractors including the Navajo Nation. Cost is based on historical cost trends.		
6660	Subcontracted Services	600	
	6690 Subcontracted Services-Payroll processing: Estimated cost of \$25.00 per month x 12 months for pro rata share of ADP Payroll System cost.		
	6690 Subcontracted Services-Network services: Estimated cost of \$75.00 per quarter for pro rata share of cost for antivirus protection and network maintenance. Based on 2 computers		
	7000 Special Transactions		1,200
7710	Insurance Premiums	1,200	
	7720 Liability, & property insurance: Allocated cost for liability insurance for PIC and all programs. Coverage is for \$2M liability and a Multi-Peril Commercial policy. Allocation is budget based.		
8020	Public Assistance		15,180
	8060 Emergency Assistance: To meet emergency housing, utility, transportation and other emergency needs. It is estimated that PIC will provide an average of \$800.00 per client for rental assistance for at least 20 clients (cost = \$12,000 and the balance (cost = \$3,180) will be used for other emergency needs, i.e. utilities, transportation, etc. We receive FEMA/EFSP emergency rental funds and will use those guidelines for rental assistance.	15,180	
TOTAL		30,380	30,380

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DETAILED LINE ITEM BUDGET AND JUSTIFICATIONPage 9 of 16

PART I. PROGRAM INFORMATION:			
Program Name/Title: <u>Phoenix Indian Center, Inc.</u>		Business Unit No.: <u>707000</u>	
PART II. DETAILED BUDGET:			
(A)	(B)	(C)	(D)
Object Code (LOD 6)	Object Code Description and Justification	Total by DETAILED Object Code	Total by MAJOR Object Code
	9500 Matching & Indirect Costs		20,455
9710	Indirect Cost Allocation	20,455	
	9720 Indirect Cost Charged: Indirect cost rate is 16% of total direct costs (\$127,870). Our current IDC rate is 18.5% of total direct costs as negotiated with the US Department of Labor which was received after this budget was developed. Therefore, PIC is recovering less than our allowed IDC rate. Total direct costs were rounded up for computation of Indirect Costs		
TOTAL		20,455	20,455

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THE NAVAJO NATION
EXTERNAL CONTRACT AND GRANT FUNDING INFORMATION

Page 11 of 16**PART I. PROGRAM INFORMATION:**Program Name/Title: Phoenix Indian Center, Inc.

K #:

Contract/Grant No.: U.S. Department of LaborPrepared by: Patricia K. Hibbeler**PART II. PURPOSE OF FUNDING AND MATCH FUNDS REQUIREMENT**

US Department of Labor: This grant is to provide employment & training services to approximately 5,000 Native Americans of which 3,300 will be Navajo.

PART III. BUDGET INFORMATION:

(A) Major Object Code and Description		(B) Current Award Fiscal Year <u>16</u>	(C) Anticipated Funding Fiscal Year <u>16</u>	(D) Difference Columns (C) - (B)
2001	Personnel Expenses	\$513,487	\$556,166	\$42,679
3000	Travel Expenses	\$8,600	\$10,400	\$1,800
3500	Meeting Expenses			
4000	Supplies	\$6,680	\$7,000	\$320
5000	Lease and Rental	\$160,000	\$160,000	
5500	Communication and Utilities	\$3,000	\$3,000	
6000	Repairs and Maintenance			
6500	Contractual Services	\$10,935	\$29,000	\$18,065
7000	Special Transaction	\$206,420	\$204,000	-\$2,420
8000	Assistance	\$22,200	\$27,000	\$4,800
9000	Capital Outlay			
9510	Matching - Cash			
9610	Matching - In - Kind			
9710	Indirect Cost (Overhead) Allocation	\$106,924	\$164,434	\$57,510
TOTALS:		\$1,038,246	\$1,161,000	\$122,754

PART IV. FTEs/MATCH FUNDS:

No. of Positions/ FTEs:

1313**MATCHING FUND REQUIRED:**

Required GF Cash Match:

NoneNone**CONCURRED BY:**

Required GF In - Kind Match:

NoneNone

Contracting Officer's Signature / Date:

Required GF % Match:

N/AN/A**PART V. ACKNOWLEDGEMENT:**Submitted by (print): Franklin W. LaFave, Jr.Approved by (print): Patricia K. HibbelerSignature/Date: F.W. LaFave 1-26-16Signature/Date: P.K. Hibbeler 01/28/16

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THE NAVAJO NATION
EXTERNAL CONTRACT AND GRANT FUNDING INFORMATION

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PART I. PROGRAM INFORMATION:				
Program Name/Title: <u>Phoenix Indian Center, Inc.</u>		K #: _____		
Contract/Grant No.: <u>AZ Governor's Office-Parent's Commission</u>		Prepared by: <u>Patricia K. Hibbeler</u>		
PART II. PURPOSE OF FUNDING AND MATCH FUNDS REQUIREMENT				
AZ Governor's Office: This grant is to train parents and parent coalitions to prevent/reduce substance abuse among Native American youth in Phoenix, Flagstaff & Tucson.				
PART III. BUDGET INFORMATION:				
(A)		(B)	(C)	(D)
Major Object Code and Description		Current Award Fiscal Year <u>15</u>	Anticipated Funding Fiscal Year <u>15</u>	Difference Columns (C) - (B)
2001	Personnel Expenses	\$190,428	\$180,806	-\$9,622
3000	Travel Expenses	\$12,695	\$9,481	-\$3,214
3500	Meeting Expenses			
4000	Supplies	\$5,623	\$7,503	\$1,880
5000	Lease and Rental	\$10,800	\$21,400	\$10,600
5500	Communication and Utilities	\$180	\$360	\$180
6000	Repairs and Maintenance			
6500	Contractual Services	\$53,000	\$53,400	\$400
7000	Special Transaction			
8000	Assistance			
9000	Capital Outlay			
9510	Matching - Cash			
9610	Matching - In - Kind			
9710	Indirect Cost (Overhead) Allocation	\$27,274	\$27,050	-\$224
TOTALS:		\$300,000	\$300,000	
PART IV. FTEs/MATCH FUNDS:		No. of Positions/ FTEs:	2	4
MATCHING FUND REQUIRED:		Required GF Cash Match:	None	None
CONCURRED BY:		Required GF In - Kind Match:	None	None
Contracting Officer's Signature / Date:		Required GF % Match:	N/A	N/A
PART V. ACKNOWLEDGEMENT:				
Submitted by (print): <u>Franklin W. LaFave, Jr.</u>		Approved by (print): <u>Patricia K. Hibbeler</u>		
Signature/Date: <u>[Signature] 1-28-16</u>		Signature/Date: <u>[Signature] 1-28-16</u>		

FY 16

**THE NAVAJO NATION
EXTERNAL CONTRACT AND GRANT FUNDING INFORMATION**

Page 13 of 16**PART I. PROGRAM INFORMATION:**Program Name/Title: Phoenix Indian Center, Inc.

K #:

Contract/Grant No.: AZ Dept. of Health: Mercy Maricopa HealthPrepared by: Particia K. Hibbele**PART II. PURPOSE OF FUNDING AND MATCH FUNDS REQUIREMENT**

AZ Department of Health: Mercy Maricopa Health Services: This grant is to provide youth prevention services to eliminate/reduce substance abuse among Native American youth.

PART III. BUDGET INFORMATION:

(A) Major Object Code and Description		(B) Current Award Fiscal Year <u>16</u>	(C) Anticipated Funding Fiscal Year <u>16</u>	(D) Difference Columns (C) - (B)
2001	Personnel Expenses	\$71,610	\$113,671	\$42,061
3000	Travel Expenses	\$968	\$2,133	\$1,165
3500	Meeting Expenses	\$8,334		-\$8,334
4000	Supplies	\$2,400	\$5,500	\$3,100
5000	Lease and Rental	\$7,200	\$10,175	\$2,975
5500	Communication and Utilities	\$480	\$430	-\$50
6000	Repairs and Maintenance			0
6500	Contractual Services	\$15,590	\$21,150	\$5,560
7000	Special Transaction	\$8,723	\$2,710	-\$6,013
8000	Assistance			
9000	Capital Outlay		\$2,400	\$2,400
9510	Matching - Cash			
9610	Matching - In - Kind			
9710	Indirect Cost (Overhead) Allocation	\$16,033	\$24,465	\$8,432
TOTALS:		\$131,338	\$182,634	\$51,296

PART IV. FTEs/MATCH FUNDS:

No. of Positions/ FTEs:

121.000**MATCHING FUND REQUIRED:**

Required GF Cash Match:

NoneNone**CONCURRED BY:**

Required GF In - Kind Match:

NoneNone

Contracting Officer's Signature / Date:

Required GF % Match:

N/AN/A**PART V. ACKNOWLEDGEMENT:**

Submitted by (print):

Franklin W. LaFave, Jr.

Approved by (print):

Particia K. Hibbele

Signature/Date:

F. W. LaFave Jr 1-26-16

Signature/Date:

P. K. Hibbele 01-28-16

FY 16

**THE NAVAJO NATION
EXTERNAL CONTRACT AND GRANT FUNDING INFORMATION**

Page 14 of 16

PART I. PROGRAM INFORMATION:			
Program Name/Title: <u>Phoenix Indian Center, Inc.</u>		K #: _____	
Contract/Grant No.: <u>Valley of the Sun United Way</u>		Prepared by: <u>Particia K. Hibbeler</u>	
PART II. PURPOSE OF FUNDING AND MATCH FUNDS REQUIREMENT			
Valley of the Sun United Way: This grant is to provide prevention services to youth, provide Case Management services and to supplement our Adult Education program.			
PART III. BUDGET INFORMATION:			
(A) Major Object Code and Description	(B) Current Award Fiscal Year <u>15</u>	(C) Anticipated Funding Fiscal Year <u>16</u>	(D) Difference Columns (C) - (B)
2001 Personnel Expenses	\$82,753	\$81,141	-\$1,612
3000 Travel Expenses	\$1,400	\$1,560	\$160
3500 Meeting Expenses			
4000 Supplies		\$1,160	\$1,160
5000 Lease and Rental	\$8,100	\$10,200	\$2,100
5500 Communication and Utilities	\$300	\$580	\$280
6000 Repairs and Maintenance	\$920		-\$920
6500 Contractual Services	\$1,970	\$600	-\$1,370
7000 Special Transaction	\$2,685	\$2,042	-\$643
8000 Assistance	\$6,325	\$8,400	\$2,075
9000 Capital Outlay	\$1,240		-\$1,240
9510 Matching - Cash			
9610 Matching - In - Kind			
9710 Indirect Cost (Overhead) Allocation			
TOTALS:	\$105,693	\$105,693	
PART IV. FTEs/MATCH FUNDS:	No. of Positions/ FTEs:	3	3
MATCHING FUND REQUIRED:	Required GF Cash Match:	None	None
CONCURRED BY:	Required GF In - Kind Match:	None	None
Contracting Officer's Signature / Date:	Required GF % Match:	N/A	N/A
PART V. ACKNOWLEDGEMENT:			
Submitted by (print): <u>Franklin W. LaFave, Jr.</u>		Approved by (print): <u>Particia K. Hibbeler</u>	
Signature/Date: <u><i>FW LaFave</i> 1-26-16</u>		Signature/Date: <u><i>P. Hibbeler</i> 1-28-16</u>	

FY 16

THE NAVAJO NATION
EXTERNAL CONTRACT AND GRANT FUNDING INFORMATION

Page 15 of 16

PART I. PROGRAM INFORMATION:		Funding Period: <u>July 1, 2015 To June 30, 2016</u>	
Program Name/Title: <u>Phoenix Indian Center, Inc.</u>		K #: _____	
Contract/Grant No.: <u>Arizona Department of Education</u>		Prepared by: <u>Particia K. Hibbeler</u>	
PART II. PURPOSE OF FUNDING AND MATCH FUNDS REQUIREMENT			
AZ Department of Education: This grant is to provide GED educational services to Native American students resulting in the students receiving their GED's.			
PART III. BUDGET INFORMATION:			
(A)	(B)	(C)	(D)
Major Object Code and Description	Current Award Fiscal Year <u>16</u>	Anticipated Funding Fiscal Year <u>16</u>	Difference Columns (C) - (B)
2001 Personnel Expenses	\$54,901	\$52,779	(2,122.00)
3000 Travel Expenses			-
3500 Meeting Expenses			-
4000 Supplies	\$1,000		(1,000.00)
5000 Lease and Rental		\$2,400	2,400.00
5500 Communication and Utilities			-
6000 Repairs and Maintenance			-
6500 Contractual Services	\$2,500	\$2,256	(244.00)
7000 Special Transaction	\$985		(985.00)
8000 Assistance		\$1,750	1,750.00
9000 Capital Outlay			-
9510 Matching - Cash			-
9610 Matching - In - Kind			
9710 Indirect Cost (Overhead) Allocation	\$4,320	\$4,521	201.00
TOTALS:	63,706	63,706	-
PART IV. FTEs/MATCH FUNDS:	No. of Positions/ FTEs:	2	2
MATCHING FUND REQUIRED:	Required GF Cash Match:	None	None
CONCURRED BY:	Required GF In - Kind Match:	None	None
Contracting Officer's Signature / Date:	Required GF % Match:	N/A	N/A
PART V. ACKNOWLEDGEMENT:			
Submitted by (print): <u>Franklin W. LaFave, Jr.</u>		Approved by (print): <u>Particia K. Hibbeler</u>	
Signature/Date: <u>F.W. LaFave 1-26-16</u>		Signature/Date: <u>P.K. Hibbeler 01-28-16</u>	

FY 16

THE NAVAJO NATION
EXTERNAL CONTRACT AND GRANT FUNDING INFORMATION

Page 16 of 16

PART I. PROGRAM INFORMATION:		Funding Period: <u>July 1, 2015 To June 30, 2016</u>		
Program Name/Title: <u>Phoenix Indian Center, Inc.</u>		K #: _____		
Contract/Grant No.: <u>Fundraising Activities</u>		Prepared by: <u>Patricia K. Hibbeler</u>		
PART II. PURPOSE OF FUNDING AND MATCH FUNDS REQUIREMENT Phoenix Indian Center has a small fundraising event each year to supplement administrative & program funds. We also receive small unrestricted donations throughout the year.				
PART III. BUDGET INFORMATION:				
(A)		(B)	(C)	(D)
Major Object Code and Description		Current Award Fiscal Year <u>16</u>	Anticipated Funding Fiscal Year <u>16</u>	Difference Columns (C) - (B)
2001	Personnel Expenses	51,394	68,922	17,528.00
3000	Travel Expenses			-
3500	Meeting Expenses			-
4000	Supplies			-
5000	Lease and Rental	7,200	7,200	-
5500	Communication and Utilities			-
6000	Repairs and Maintenance			-
6500	Contractual Services	105,290	142,300	37,010.00
7000	Special Transaction	1,600	1,600	-
8000	Assistance			-
9000	Capital Outlay			-
9510	Matching - Cash			-
9610	Matching - In - Kind			-
9710	Indirect Cost (Overhead) Allocation	24,689	24,700	11.00
TOTALS:		190,173	244,722	54,549.00
PART IV. FTEs/MATCH FUNDS:		No. of Positions/ FTEs:	3	3
MATCHING FUND REQUIRED:		Required GF Cash Match:	None	None
CONCURRED BY:		Required GF In - Kind Match:	None	None
Contracting Officer's Signature / Date:		Required GF % Match:	N/A	N/A
PART V. ACKNOWLEDGEMENT:				
Submitted by (print): <u>Franklin W. LaFave, Jr.</u>		Approved by (print): <u>Patricia K. Hibbeler</u>		
Signature/Date: <u><i>Franklin W. LaFave</i> 1-26-16</u>		Signature/Date: <u><i>Patricia K. Hibbeler</i> 01-28-16</u>		

**NEGOTIATED INDIRECT COST RATE AGREEMENT
NONPROFIT ORGANIZATION**

ORGANIZATION:

Phoenix Indian Center, Inc.
4520 N. Central Avenue, Ste. 250
Phoenix, AZ 85012
EIN #86-6006566

DATE: August 4, 2015

FILE REF: This replaces the
Agreement dated: August 19, 2014

The indirect cost rate(s) contained herein are for use on grants, contracts, and other agreements with the Federal Government, to which OMB Circular No. A-122 applies, subject to the conditions in Section II, A, below. The rate(s) were negotiated by the Phoenix Indian Center, Inc., and the U.S. Department of Labor in accordance with the authority contained in Attachment A, Section E, of the Circular.

Indirect rates for fiscal years that begin on or after 12/26/2014 are subject to 2 CFR Part 200, Subpart E, in accordance with the authority contained in 2 CFR, Part 200, Appendix VII, D.1.

SECTION I: RATES

<u>TYPE</u>	<u>EFFECTIVE PERIOD</u>		<u>RATE*</u>	<u>LOCATION</u>	<u>APPLICABLE TO</u>
	<u>FROM</u>	<u>TO</u>			
Final	07/01/12	06/30/13	15.30%	All	All Programs
Final	07/01/13	06/30/14	16.58%	All	All Programs
Provisional	07/01/14	06/30/16	16.50%	All	All Programs

(SEE SPECIAL REMARKS)

***BASE:** Total direct costs excluding Capital Campaign payments, depreciation, capital expenditures, flow through funds, subawards, and participant allowances/support costs.

TREATMENT OF FRINGE BENEFITS: Fringe benefits are specifically identified to each employee and are charged individually as direct costs. The directly claimed fringe benefits are listed in the Special Remarks Section of this agreement.

TREATMENT OF PAID ABSENCES: Vacation, holiday, sick leave pay and other paid absences are included in salaries and wages and are claimed on grants, contracts and other agreements as part of the normal cost for salaries and wages. Separate claims for the costs of these paid absences are not made

SECTION II: GENERAL

A. **LIMITATIONS:** Use of the rate(s) contained in this Agreement is subject to any statutory or administrative limitations and is applicable to a given grant, contract or other agreement only to the extent that funds are available. Acceptance of the rate(s) agreed to herein is predicated upon the conditions:

- (1) that no costs other than those incurred by the grantee/contractor or allocated to the grantee/contractor via an approved central service cost allocation plan were included in its indirect cost pool as finally accepted and that such incurred costs are legal obligations of the grantee/contractor and are allowable under the governing cost principles,
- (2) that the same costs that have been treated as indirect costs have not been claimed as direct costs,
- (3) that similar types of costs have been accorded consistent treatment, and
- (4) that the information provided by the grantee/contractor which was used as a basis for acceptance of the rate(s) agreed to herein is not subsequently found to be materially inaccurate.

The elements of indirect cost and the type of distribution base(s) used in computing provisional rates are subject to revision when final rates are negotiated. Also, the rates cited in this Agreement are subject to audit.

B. **CHANGES:** The grantee/contractor is required to provide written notification to the indirect cost negotiator prior to implementing any changes which could affect the applicability of the approved rates. Changes in the indirect cost recovery plan, which may result from changes such as the method of accounting or organizational structure, require the prior written approval of the Division of Cost Determination (DCD). Failure to obtain such prior written approval may result in cost disallowances.

C. **NOTIFICATION TO FEDERAL AGENCIES:** A copy of this document is to be provided by this organization to other Federal funding sources as a means of notifying them of the Agreement contained herein.

D. **PROVISIONAL-FINAL RATES:** The grantee/contractor must submit a proposal to establish a final rate within six months after their fiscal year end. Billings and charges to Federal awards must be adjusted if the final rate varies from the provisional rate. If the final rate is greater than the provisional rate and there are no funds available to cover the additional indirect costs, the organization may not recover all indirect costs. Conversely, if the final rate is less than the provisional rate, the organization will be required to pay back the difference to the funding agency.

Indirect costs allocable to a particular award or other cost objective may not be shifted to other Federal awards to overcome funding deficiencies, or to avoid restrictions imposed by law or by terms of the award.

E. SPECIAL REMARKS:

1. Indirect costs charged to Federal grants/contracts by means other than the rate(s) cited in this Agreement should be adjusted to the applicable rate(s) cited herein and be applied to the appropriate base to identify the proper amount of indirect costs allocable to the program.

2. Grants, contracts and other agreements providing for ceilings as to the indirect cost rate(s) or amount(s) which are indicated in Section I above, will be subject to the ceilings stipulated in the grant or contract agreements. The ceiling rate(s) or the rate(s) cited in this Agreement, whichever is lower, will be used to determine the maximum allowable indirect cost on the contract or grant agreement.

3. Administrative costs consist of all **Direct** and **Indirect** costs associated with the management of an organization's programs. Organizations should refer to their contracts/grants terms and specific program legislation for the applicable definition of "Administrative Costs" and any related limitations.

4. The indirect cost pool includes the salaries and fringe benefits for the following positions:

Executive Director	Financial Officer
Executive Assistant	

The pool also includes the following non personal service costs:

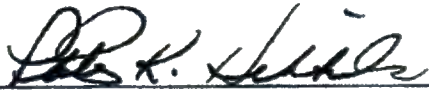
Professional Fees	Travel & Conferences	Occupancy Costs
Miscellaneous Expenses	Materials and Supplies	Other Operating Costs

5. Fringe benefits include FICA, health/dental/life insurance, unemployment compensation, workers' compensation, and retirement.

ACCEPTANCE

BY THE ORGANIZATION:

Phoenix Indian Center, Inc.
(Grantee)


(Signature)

Patricia K. Hibbeler
(Name)

Chief Executive Officer
(Title)

Date: 08.18.15

**BY THE COGNIZANT AGENCY ON BEHALF OF
THE FEDERAL GOVERNMENT:**

U.S. Department of Labor
(Agency)


(Signature)

Victor M. Lopez
(Name)

Chief, Division of Cost Determination
(Title)

Date: August 4, 2015

Negotiated By: Dr. James Turkvant
Telephone No.: (202) 693-4105
Turkvant.James.B@dol.gov



December 10, 2015

Terrelene Massey
Director, Division of Social Services
THE NAVAJO NATION
Post Office Box 4590
Window Rock, Arizona 86515



THE NAVAJO NATION
Division of Social Services
P.O. Box 4590
Window Rock, AZ 86515

Dear Ms. Massey:

Enclosed, please find a signed, completed FY 2016 Tribal Grant Application Packet for the Phoenix Indian Center, Inc.

We are honored for the opportunity to continue our work with the Navajo Nation in offering programming to our urban based Navajo customers. We look forward to another successful year of service.

If you have any questions, please do not hesitate to contact Frank LaFave, CFO or me at 602-264-6768.

Sincerely,

Patricia K. Hibbeler
Chief Executive Officer

Cc: Frank LaFave, Chief Finance Officer
Michelle Jones, Department of Social Services
Jolyana Begay-Kroupa, Phoenix Indian Center
File



THE NAVAJO NATION

RUSSELL BEGAYE PRESIDENT
JONATHAN NEZ VICE-PRESIDENT



MEMORANDUM:

TO : 2 NNC § 164 Reviewers
Delegates & 2 NNC '164 Reviewers
Navajo Nation Government

FROM : Robert Willie
Robert Willie, Accounting Manager
Office of the Controller

DATE : February 9, 2016

SUBJECT : 164 Review-005139-Phoenix Indian Center

The Office of the Controller has reviewed the above referenced document.

1. The balance of the UUFB is \$14,407,443 as of December 31, 2015. There are a number of supplemental requests which were considered at the Winter Navajo Nation Council session which if approved by the President will reduce this UUFB amount.
2. The requested amount is \$148,325.

If you should have any questions you can contact me at tribal extension X6125.

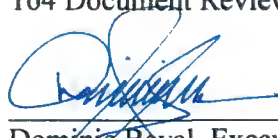


THE NAVAJO NATION

RUSSELL BEGAYE PRESIDENT
JONATHAN NEZ VICE PRESIDENT

Memorandum

TO : 164 Document Reviewers

FROM : 
Dominic Boyal, Executive Director
Office of Management & Budget

DATE : January 21, 2016

SUBJECT : Document # 005139, Supplemental Funding Request From the Navajo Nation UUFB by the Phoenix Indian Center in the Amount of \$187,094.



The Phoenix Indian Center (PIC) is submitting a supplemental funding proposal in the amount of \$187,094 and the Office of Management and Budget is required to review this proposal and the findings are as follows:

1. The Office of Management and Budget recommends the proposed budget be considered for a total amount of \$148,325 which is the normal amount the Phoenix Indian Center has been receiving in special revenue or general funds in prior fiscal years. The funds provided before Phoenix Indian Center started receiving general funds this past fiscal year was a special fund coming from a land exchange settlement involving the former Phoenix Indian School in the amount of \$148,325. The special revenue funds have not been available now for several years due to a dispute over the settlement payment. The dispute case is now going through the Court's for resolution and it will take some time to resolve it. In the meantime, the Phoenix Indian Center has been receiving general funds to replace the special funds that are not forthcoming. The land exchange payment court case is being handled by the Navajo Nation Department of Justice.
2. With it's share of the trust funds, \$148,325, the Navajo Nation established the Phoenix Urban Navajo Trust Fund with the Phoenix Indian Center as administrator and manager of the funds. PIC has received these trust funds for years, since 2002, and it was scheduled annually for 27 years.
3. Budget Form 2 that is being used is the incorrect form. The newer form requires signatures at the bottom of the page of the program or entity representative and the Division Director of the Navajo Nation Division to which this grantee is assigned which in this case would be the Division of Social Services.
4. Budget Form 4 (first page) in Personal Travel, object code 3250 has "Natio" which probably should be Nation with an "n" at the end of the word.
5. Budget Form 4 (second page) in Supplies, object code 4130 calculates to \$100 not \$300. This needs to be corrected.
6. Budget Form 4 (fifth page) in Matching and Indirect Cost, object code 9700 in column (A) should be 9710.



Page Two
Memo to 164 Document Reviewers
164 Review Doc. No. 005139
January 21, 2016

7. The last Performance Report for PIC was for 2014. The score was 2.50 indicating that goals/objectives were satisfactorily met. (scale: 0 – 3, 0 = no data/score; 1 = not meeting goals; 2 = meeting goals; and 3 = exceeding goals).

The above findings by the Office of Management and Budget need to be addressed as soon as possible or before the supplemental budget is presented to the oversight committee. Mr. Emmett Francis, phone 928-871-7648, with the Office of Management and Budget is available for any inquiries regarding this memorandum or for assistance with any part of the correction of the supposed supplemental budget.

xc: Terrelene Massey, Division Director/DSS
File