

## An Act

### LEGISLATIVE ACT 19-20

#### AN ACT AMENDING LEGISLATIVE ACT #15-19 AUTHORIZING THE COMPREHENSIVE OPERATING BUDGET FOR FISCAL YEAR 2020 – Mod. 12; AND DECLARING AN EMERGENCY

BE IT ENACTED BY THE CHEROKEE NATION:

#### SECTION 1. TITLE AND CODIFICATION

This legislative act shall be titled and codified as “**An Act Amending Legislative Act #15-19 Authorizing the Comprehensive Operating Budget for FY 2020 – Mod. 12**”.

#### SECTION 2. PURPOSE

The purpose of this amendment is to authorize and approve the use of funds, subject to the availability of such funds, in accordance with Section 4, changing the amounts of certain cost centers approved in the “Comprehensive Budget Act for Fiscal Year 2020” or subsequent amendment. The cumulative total of the budget is increased by **\$ 90,108,181** for a total budget authority of **\$ 1,546,291,108**. The following items are identified as components of such change:

Grants Received & Authorized per LA 15-19 (detail attached)	\$ 3,647,172
Modification Request (see Section 4 below)	<u>86,461,009</u>
<b>Cumulative change in budget authority</b>	<b><u>\$ 90,108,181</u></b>

#### SECTION 3. LEGISLATIVE HISTORY

The provisions of compliance, policy of accountability, authorities and severability provided in Legislative Act #15-19 are applicable to this amendment.

#### SECTION 4. FUNDING AUTHORIZATIONS

The changes reflect increases to cost centers set forth in the program budget justifications incorporated herein. This modification request changes the total amount of the comprehensive budget authorization by an increase of **\$ 86,461,009** to wit:

- A. An increase in the **General Fund** budget authority of **\$ 15,873**.
- B. An increase in the **IHS Self Governance Health** budget authority of **\$ 86,445,136**.

**SECTION 5. PROVISIONS AS CUMULATIVE**

The provisions of this Act shall be cumulative to existing law.

**SECTION 6. SEVERABILITY**

The provisions of this Act are severable and if any part or provision hereof shall be held void, the decision of the court so holding shall not affect or impair any of the remaining parts or provisions of this Act.

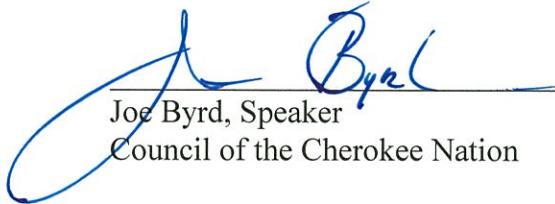
**SECTION 7. EFFECTIVE DATE: EMERGENCY DECLARED**

It being immediately necessary for the welfare of the Cherokee Nation, the Council hereby declares that an emergency exists, by reason whereof this Act shall take effect immediately upon its approval and signatures.


**SECTION 8. SELF-HELP CONTRIBUTIONS**

To the extent that this Act involves programs or services to citizens of the Nation or others, self-help contributions shall be required, unless specifically prohibited by the funding agency, or a waiver is granted due to physical or mental incapacity of the participant to contribute.

Enacted by the Council of the Cherokee Nation on the 27<sup>th</sup> day of August, 2020

  
\_\_\_\_\_  
Joe Byrd, Speaker  
Council of the Cherokee Nation

ATTEST:

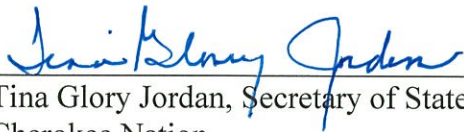
  
\_\_\_\_\_  
James Taylor, Secretary  
Council of the Cherokee Nation

Approved and signed by the Principal Chief this 31 day of August, 2020



\_\_\_\_\_  
Chuck Hoskin Jr., Principal Chief  
Cherokee Nation

ATTEST:



\_\_\_\_\_  
Tina Glory Jordan, Secretary of State  
Cherokee Nation

**YEAS AND NAYS AS RECORDED:**

Rex Jordan	<u>Yea</u>	Harley Buzzard	<u>Yea</u>
Joe Byrd	<u>Yea</u>	Victoria Vazquez	<u>Yea</u>
Wes Nofire	<u>Yea</u>	Dora Smith Patzkowski	<u>Yea</u>
Mike Dobbins	<u>Yea</u>	Joe Deere	<u>Yea</u>
E. O. "Jr." Smith	<u>Yea</u>	Keith Austin	<u>Yea</u>
Daryl Legg	<u>Yea</u>	Janees Taylor	<u>Yea</u>
Canaan Duncan	<u>Yea</u>	Julia Coates	<u>Yea</u>
Shawn Crittenden	<u>Yea</u>	Mary Baker Shaw	<u>Yea</u>
Mike Shambaugh	<u>Yea</u>		

CHEROKEE NATION  
 PROPOSED FY 2020 AMENDMENT  
 Sorted by Funding Source

			Data		
Funding Source	Ref # by FS	Program/Purpose	Amend. Change to Sources	Amend. Expenses Total Change	Net Change
20-DOI - General	1	3200210 SHS CARES Act	478,400	478,400	\$ -
<b>20-DOI - General Total</b>			<b>\$ 478,400</b>	<b>\$ 478,400</b>	<b>\$ -</b>
45-USDA	2	3453504 WIC Operational Adj	168,772	168,772	\$ -
<b>45-USDA Total</b>			<b>\$ 168,772</b>	<b>\$ 168,772</b>	<b>\$ -</b>
70-US Department of Labor	3	3702600 NDWG Disaster Recovery	3,000,000	3,000,000	\$ -
<b>70-US Department of Labor Total</b>			<b>\$ 3,000,000</b>	<b>\$ 3,000,000</b>	<b>\$ -</b>
<b>Grand Total</b>			<b>\$ 3,647,172</b>	<b>\$ 3,647,172</b>	<b>\$ -</b>

## August Operating Grants - Reporting Only

CHEROKEE NATION  
 PROPOSED FY 2020 AMENDMENT  
 Sorted by Funding Source

Funding Source	Ref # by FS	Program/Purpose	FY 2020- Prior LA	Data		
				Amend. Change to Sources	Amend. Expenses Total Change	Net Change
01-Cherokee Nation	1	1011070 Cherokee Publications GF	LA-15-19	-	-	\$ -
	2	1011071 CN Publications Sub Donations	LA-15-19	15,873	15,873	\$ -
<b>01-Cherokee Nation Total</b>				<b>\$ 15,873</b>	<b>\$ 15,873</b>	<b>\$ -</b>
04-Indirect Cost Pool	3	2041030 Cherokee Publications IDC	LA-15-19	-	-	\$ -
<b>04-Indirect Cost Pool Total</b>				<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
32-IHS - Self Governance Health	4	3326500 COVID-19 PPHCEA	New	32,596,868	32,596,868	\$ -
	5	3329040 Health M and I Projects	LA-15-19	53,848,268	53,848,268	\$ -
<b>32-IHS - Self Governance Health Total</b>				<b>\$ 86,445,136</b>	<b>\$ 86,445,136</b>	<b>\$ -</b>
<b>Grand Total</b>				<b>\$ 86,461,009</b>	<b>\$ 86,461,009</b>	<b>\$ -</b>

## Operating Mod #12 Request

# COMPREHENSIVE BUDGET FOR FISCAL YEAR 2020

Funding Source	Revenues	Transfers In	Total	Direct Exp.	Indir. Exp.	Transfers Out	Total	NET
Tribally Funded Funding Source	134,902,765	1,868,464	136,771,229	113,851,964	5,497,024	17,422,241	136,771,229	0
Motor Fuels Tax Funding Srce	10,834,078	17,476,357	28,310,435	19,695,466	99,469	8,515,500	28,310,435	0
Motor Vehicle Tax Funding Srce	33,348,835	1,099,204	34,448,039	32,529,694	634,762	1,283,583	34,448,039	0
Permanent Fund Funding Source	10,100	0	10,100	10,100	0	0	10,100	0
DOI General Funding Source	13,153,280	538,897	13,692,177	12,570,300	1,121,877	0	13,692,177	0
DOI Self Gov Funding Source	18,744,391	79,600	18,823,991	17,143,371	1,610,599	70,021	18,823,991	0
DOI Self Gov Roads Funding Srce	5,708,071	0	5,708,071	5,608,337	36,175	63,559	5,708,071	0
Dept of Transportation Fnd Srce	88,299,335	0	88,299,335	87,217,443	236,366	845,526	88,299,335	0
DOI PL102-477 Funding Source	82,445,439	0	82,445,439	67,293,716	2,016,247	13,135,476	82,445,439	0
IHS Self Gov Health Funding Sr	513,849,988	791,174	514,641,162	480,391,792	34,249,370	0	514,641,162	0
IHS Self Gov TEH Funding Srce	18,762,630	0	18,762,630	18,491,177	271,453	0	18,762,630	0
IHS Self Gov Offic Funding Srce	381,515	0	381,515	341,321	40,194	0	381,515	0
IHS Discretionary Funding Srce	500,000	0	500,000	75,000	0	425,000	500,000	0
DHHS General Funding Source	61,715,773	604,234	62,320,007	58,015,900	4,304,107	0	62,320,007	0
USDA Funding Source	22,059,959	1,029,668	23,089,627	22,302,064	787,563	0	23,089,627	0
Dept of Education Funding Srce	840,068	82,222	922,290	850,889	56,401	15,000	922,290	0
HUD Funding Source	42,270,298	339,140	42,609,438	41,770,318	499,980	339,140	42,609,438	0
Housing Proceeds Funding Srce	0	0	0	0	0	0	0	0
EPA Funding Source	2,236,691	0	2,236,691	2,014,678	222,013	0	2,236,691	0
Dept of Labor Funding Source	11,690,619	0	11,690,619	10,681,757	1,008,862	0	11,690,619	0
Dept of Treasury Funding Source	410,906,001	0	410,906,001	400,740,675	10,165,326	0	410,906,001	0
Federal Other Funding Source	12,297,102	490,284	12,787,386	12,331,286	355,900	100,200	12,787,386	0
State of Oklahoma Funding Srce	1,578,646	0	1,578,646	1,450,543	128,103	0	1,578,646	0
Private Funding Source	2,018,647	0	2,018,647	1,991,537	27,110	0	2,018,647	0
Indirect Cost Pool Funding Srce	57,945,373	4,500	57,949,873	57,949,873	0	0	57,949,873	0
Fringe Pool Funding Source	0	0	0	0	0	0	0	0
Internal Lease Pool Funding Sr	5,781,419	0	5,781,419	5,781,419	0	0	5,781,419	0
Enterprise Funding Source	3,498,763	450,200	3,948,963	3,740,157	208,806	0	3,948,963	0
Other Funding Source	231,500	17,000	248,500	241,348	7,152	0	248,500	0
Debt Service Funding Source	0	0	0	0	0	0	0	0
Capital Projects Funding Sourc	96,997,185	18,135,476	115,132,661	114,341,487	0	791,174	115,132,661	0
<b>Total</b>	<b>\$ 1,653,008,471</b>	<b>\$ 43,006,420</b>	<b>\$ 1,696,014,891</b>	<b>\$ 1,589,423,612</b>	<b>\$ 63,584,859</b>	<b>\$ 43,006,420</b>	<b>\$ 1,696,014,891</b>	<b>\$ -</b>

### Non Grant Requests

Oper Mod #12	86,461,009	08/27 E&F/Council
Cap Mod #3	47,848,268	08/27 E&F/Council
Oper Mod #11	1,347,574	07/20 Council

**Total after pending Mod's**  
**\$ 1,831,671,742**

### CAPITAL RECONCILIATION

LA 14-19	\$ 232,215,126
Cap Mod #1	5,000,000
Cap Mod #2	317,240
Cap Mod #3	47,848,268
<b>Total Capital</b>	<b>\$ 285,380,634</b>

Operating (LA 15-19)	1,546,291,108	Cumulative Oper
Capital (LA 14-19)	285,380,634	Cumulative Cap
<b>Grand Total</b>	<b>\$ 1,831,671,742</b>	

# CHEROKEE NATION TRIBAL COUNCIL

Jody S. Reece, CPA, CIA, CMA

Executive Director of Financial Oversight



## M e m o

**To:** Janees Taylor, Chairman, Executive & Finance Committee  
**From:** Jody S. Reece  
**CC:** Executive & Finance Committee  
**Date:** 08/13/2020  
**Re:** Review of Operating Budget Modification #12 – Total \$ 90,108,181

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Per your request, I have reviewed the administration's budget modification request for this month's Executive & Finance Committee Meeting. Below is a summary of my review:

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### A. Grant Reporting:

<u>Funding Source</u>	<u># of Budgets</u>	<u>Amount</u>
DOI General	1	\$ 478,400
USDA	1	168,772
US Dept of Labor	1	3,000,000
<b>Total Grant Reporting</b>		<b><u>\$ 3,647,172</u></b>

General Fund Cash Match for Grants (1010315) – Start of Year

Cash Out: Grant Required	\$ 1,839,411
Appropriated for Cash Match (future grants)	<u>1,178,939</u>
Original Total Budget	<u>\$ 3,018,350</u>

Original Appropriated for Cash Match (future grants)	\$ 1,178,839
Used: 3453458 – USDA Nutrition Ed Grant	<u>( 3,788 )</u> Oct reporting
Balance Available for Future Grant Matching	<u>\$ 1,175,151</u>

### B. MOD #12 Request - Increase in budget authority - \$ 86,461,009

1. Cherokee Publications GF – 1011070 – General Fund: Modification requesting an increase in expenditure authorization of \$8,730. Additional Transfer In from the donations account in item 2 provides funding. This General Fund budget is 55% of the total Cherokee Publications budget and the new expenditure total is \$669,352.

2. CN Publications Sub Donations – 1011071 – General Fund: Modification requesting a \$15,873 increase in Donations and offsetting \$15,873 increase in Transfer Out. 55% of the transfer goes to the budget in item 1 and 45% goes to the budget in item 3. The donations cover subscriptions for elders, veterans, and at large citizens. The new total is \$25,873.
3. General Fund Operations – 1010280 – General Fund: Modification requesting an increase in expenditure authorization of \$7,143. Additional Transfer In from the donations account in item 2 provides funding. This IDC Fund budget is 45% of the total Cherokee Publications budget and the new expenditure total is \$476,615.
4. COVID-19 PPPHCEA – 3326500 – IHS Self Governance Health: New budget requesting expenditure authorization of \$32,596,868 for COVID-19 testing. These are non-recurring funds provided from the Paycheck Protection Program and Health Care Enhancement Act (PPPHCEA). The budget narrative attached behind the budget goes into detail for the use of these funds and well as the use of anticipated carryover funds.
5. Health M and I Projects – 3329040 – IHS Self Governance Health: Modification requesting an increase in expenditure authorization of \$53,848,268 for Transfers Out of carryover funds to capital projects in this month's capital mod. The new budget total is \$56,778,268.

**Summary:**

After reviewing the submission of the operating modification by administration, I find no technical issues surrounding these requests, nor do I have any unmentioned concerns related to their respective carryover estimates. If I can provide any additional information, please do not hesitate to contact me.

Respectfully,



Jody S. Reece CPA, CIA, CMA  
Executive Director of Financial Oversight  
Office: 918-453-5573  
Cell: 918-525-2017  
Email: [jody-reece@cherokee.org](mailto:jody-reece@cherokee.org)



CHEROKEE NATION - FY2020 BUDGET REQUEST FORM

PART-1

Budget Period:	10/01/2019 - 09/30/2020	Budget Preparer	Phone: 5324
Contract Number:		Name:	Dena Tucker, Administrative Officer
Accounting Fund:	1-General Fund	Accounting Unit Director/Manager	Phone: 3987
Funding Source:	01-Cherokee Nation	Name:	Tyler Thomas, Executive Editor
AU Description:	Cherokee Publications Gen Fund	Executive Director	Phone: 5101
Accounting Unit:	1011070	Name:	Tina Glory-Jordan, Secretary of State
Date/Time Printed:	11-Aug-20 11:08 AM	1st Person Responsible	Employee # 104064

Notes: FY 2020 Budget-CN Publications budget modification change of one staff position and align Distribution and Advertising Incomes with actuals. This department is funded through CN Publications IDC-2041030 (45%) and CN Publication GF-1011070 (55%).

PART-2

Staffing Summary:	FY 2020 REVISION 4	FY 2020 REVISION 3	Incr \ (Decr)
# of Regular Full-Time Employee Equivalents:	7.70	7.70	-
# of Regular Part-Time Employee Equivalents:			-
# of Temp. Full-Time Employee Equivalents:			-
# of Temp. Part-Time Employee Equivalents:			-
# of Other Employee Equivalents:			-
<b>TOTAL NUMBER OF EMPLOYEE-EQUIVALENTS</b>	<b>7.70</b>	<b>7.70</b>	<b>-</b>

PART-3

Revenues: (Show as positive #)	Account #			Incr \ (Decr)
Merchandise sales	410040	\$4,500	\$4,500	\$ -
Subscription income	410150	\$4,526	\$6,370	\$ (1,844)
Royalty payments	410152	\$110	\$110	\$ -
Other newspaper sales	430154	\$55	\$55	\$ -
Distribution income	410155	\$31,284	\$14,520	\$ 16,764
Advertising income	410160	\$41,250	\$64,900	\$ (23,650)
Interest income	440010	\$230	\$230	\$ -
<b>DO NOT COPY TO, COPY BELOW, OR REMOVE THIS LINE!</b>				
<b>Total Revenues</b>		<b>\$ 81,955</b>	<b>\$ 90,685</b>	<b>\$ (8,730)</b>

PART-4

Expenditures:	Account #	Subject to IDC ?		Subject to IDC ?		Incr \ (Decr)
		YES	NO	YES	NO	
<b>DO NOT COPY TO, COPY ABOVE, OR REMOVE THIS LINE!</b>						
Salaries & wages	600000	\$328,818		\$328,818		\$ -
Fringe benefits	810000	\$111,139		\$111,139		\$ -
Staff development & training	620000	\$5,500		\$5,500		\$ -
Travel-staff	630000	\$5,500		\$5,500		\$ -
Contract services < \$5K	640000	\$33,624		\$33,624		\$ -
Contract services >=\$5K	650000		\$5,601		\$5,600	\$ 1
Supplies	680000	\$1,650		\$1,650		\$ -
Equipment < \$5K	680070	\$5,500		\$5,500		\$ -
Mailing cost	690060	\$41,790		\$41,790		\$ -
Direct billed: telephone expense	690080	\$2,850		\$2,850		\$ -
Direct billed: cell/mobile phone	690090	\$5,325		\$5,325		\$ -
Direct billed: Internet	690110	\$235		\$235		\$ -
Direct billed: mailing cost	690120	\$825		\$825		\$ -
Direct billed: printing/copying	690130	\$1,700		\$1,700		\$ -
Direct billed: space cost	700080	\$27,525		\$27,525		\$ -
Direct billed: auto insurance	710100	\$600		\$600		\$ -
Direct billed: GSA vehicle	720050	\$6,500		\$6,500		\$ -
Other operational	760010	\$14,275		\$7,000		\$ 7,275
Food	760012	\$1,000		\$1,000		\$ -
Bank service charge	760020	\$830		\$830		\$ -
Please enter a valid account number - >>>						
<b>DO NOT COPY TO, COPY BELOW, OR REMOVE THIS LINE!</b>						
Expenditures NOT Subject to IDC			\$ 5,601		\$ 5,600	\$ 1
Expenditures SUBJECT to IDC		\$ 695,186		\$ 687,911		\$ 7,275
Indirect Cost Rate (if blank or zero, must explain in Notes above)		11.52%		12.90%		
Indirect Cost Allocation	970000	\$ 68,565		\$ 75,841		\$ (7,276)
<b>Total Expenditures</b>		<b>\$ 669,362</b>		<b>\$ 669,352</b>		<b>\$ -</b>

Revenues OVER \ (UNDER) Expenditures		\$ (587,397)		\$ (578,667)		\$ (8,730)
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Transfers In\Out - (Show ALL as Positive Numbers)

Operating Transfers IN						
Other financing sources	900090					\$ -
Cash in: tribally required	900070		\$14,230		\$5,500	\$ 8,730
Cash in: grant required	900020					\$ -
Cash in: motor fuel tax	900040					\$ -
Cash in: vehicle tax	900050					\$ -
Cash in: interprogram contract	900060					\$ -
Cash in: debt service	900070					\$ -
Operating Transfers OUT						
Other financing uses	900001					\$ -
Cash out: tribally required	900011					\$ -
Cash out: grant required	900021					\$ -
Cash out: motor fuel tax	900041					\$ -
Cash out: vehicle tax	900051					\$ -
Cash out: interprogram contract	900061					\$ -
Cash out: debt service	900071					\$ -
<b>Transfers In\Out - Net</b>			<b>\$ 14,230</b>		<b>\$ 5,500</b>	<b>\$ 8,730</b>

Take to Narrative ==>		\$ 669,362		\$ 669,352		\$ -
<b>Excess\ (Deficit) of Revenues, Expenditures and Net Transfers</b>		<b>\$ (573,167)</b>		<b>\$ (573,167)</b>		<b>\$ -</b>

**0 PAYROLL WORKSHEET**

Accounting Unit Description Cherokee Public Health Gen Fund  
 Accounting Unit Name 401670

For Internal Purposes Only - Not For Distribution  
 For Budget Period 10/01/2019 - 09/30/2020  
 Prepared By Dena Tucker, Administrative Officer

Printed Date 07-Aug-20  
 Printed Time 08:06 AM

Job Title	Position Status	Salary Class	Position Code	Grade Range	Emp. #	Pay Rate	Expected Hours To Pay		Expected Wages (Gross)	Scores/Status	Fringe Rate%	% Charged to this AU	On Multiple AUs	Expected Wages (Gross)	Expected Fringe Benefits
							Regular	Overtime							
1 Cherokee Phoenix Executive Editor	E	S	935	262	107005	\$38.46	2080	2080	\$80,000	Full Time	33.80%	X	\$44,000	\$14,972	
2 Cherokee Phoenix Assistant Editor A	E	S	935	194	107270	\$25.28	2080	2080	\$52,584	Full Time	33.80%	X	\$28,923	\$9,770	
3 Cherokee Phoenix Assistant Editor B	E	S	935	194	107273	\$23.37	2080	2080	\$48,606	Full Time	33.80%	X	\$26,733	\$8,936	
4 Cherokee Phoenix Media Specialist I	E	H	942	265	107272	\$28.72	2080	2080	\$59,728	Full Time	33.80%	X	\$32,131	\$10,710	
5 Environmental Programs Admin/Operations Manager	E	S	858	233	107264	\$28.72	2080	2080	\$59,728	Full Time	33.80%	X	\$32,131	\$10,710	
6 Cherokee Phoenix Administrative Assistant	E	H	945	118	107251	\$14.63	2080	2080	\$30,436	Full Time	33.80%	X	\$16,737	\$5,573	
7 Cherokee Phoenix Media Specialist II	E	H	942	118	107169	\$14.63	2080	2080	\$30,436	Full Time	33.80%	X	\$16,737	\$5,573	
8 Cherokee Phoenix Sr Reporter	E	H	940	173	107104	\$19.13	2080	2080	\$39,784	Full Time	33.80%	X	\$21,056	\$6,963	
9 Cherokee Phoenix Reporter	E	H	938	141	107215	\$17.76	2080	2080	\$36,941	Full Time	33.80%	X	\$19,885	\$6,587	
10 Cherokee Phoenix Advertising Specialist	E	H	939	141	107215	\$17.76	2080	2080	\$36,941	Full Time	33.80%	X	\$19,885	\$6,587	
11 Cherokee Phoenix Advertising Specialist	E	H	943	93	107362	\$15.15	2080	2080	\$31,512	Full Time	33.80%	X	\$17,018	\$5,582	
12 Cherokee Phoenix Advertising Specialist	E	H	946	30	107277	\$12.15	2080	2080	\$25,272	Full Time	33.80%	X	\$13,662	\$4,518	
13 Cherokee Phoenix Advertising Specialist	E	H	947	12	108567	\$11.55	2080	2080	\$24,024	Full Time	33.80%	X	\$13,213	\$4,404	
14 Cherokee Phoenix Sr Reporter	N	H	940	173		\$19.13	2080	2080	\$39,784	Full Time	33.80%	X	\$21,056	\$6,963	
15											0.00%	X	\$0	\$0	
16											0.00%	X	\$0	\$0	
17											0.00%	X	\$0	\$0	
18											0.00%	X	\$0	\$0	
19											0.00%	X	\$0	\$0	
20											0.00%	X	\$0	\$0	
21											0.00%	X	\$0	\$0	
22											0.00%	X	\$0	\$0	
23											0.00%	X	\$0	\$0	
24											0.00%	X	\$0	\$0	
25											0.00%	X	\$0	\$0	
26											0.00%	X	\$0	\$0	
27											0.00%	X	\$0	\$0	
28											0.00%	X	\$0	\$0	
29											0.00%	X	\$0	\$0	
30											0.00%	X	\$0	\$0	
31											0.00%	X	\$0	\$0	
32											0.00%	X	\$0	\$0	
33											0.00%	X	\$0	\$0	
34											0.00%	X	\$0	\$0	
35											0.00%	X	\$0	\$0	
36											0.00%	X	\$0	\$0	
37											0.00%	X	\$0	\$0	
38											0.00%	X	\$0	\$0	
39											0.00%	X	\$0	\$0	
40											0.00%	X	\$0	\$0	
41											0.00%	X	\$0	\$0	
42											0.00%	X	\$0	\$0	
43											0.00%	X	\$0	\$0	
44											0.00%	X	\$0	\$0	
45											0.00%	X	\$0	\$0	
46											0.00%	X	\$0	\$0	
47											0.00%	X	\$0	\$0	
48											0.00%	X	\$0	\$0	
49											0.00%	X	\$0	\$0	
50											0.00%	X	\$0	\$0	
51											0.00%	X	\$0	\$0	
52											0.00%	X	\$0	\$0	
53											0.00%	X	\$0	\$0	
54											0.00%	X	\$0	\$0	
55											0.00%	X	\$0	\$0	
56											0.00%	X	\$0	\$0	
57											0.00%	X	\$0	\$0	
58											0.00%	X	\$0	\$0	
59											0.00%	X	\$0	\$0	
60											0.00%	X	\$0	\$0	
61											0.00%	X	\$0	\$0	
62											0.00%	X	\$0	\$0	
63											0.00%	X	\$0	\$0	
64											0.00%	X	\$0	\$0	
65											0.00%	X	\$0	\$0	
66											0.00%	X	\$0	\$0	
67											0.00%	X	\$0	\$0	
68											0.00%	X	\$0	\$0	
69											0.00%	X	\$0	\$0	
70											0.00%	X	\$0	\$0	
71 Adjusted Unwage													\$0	\$0	
72 Adjustment to Fringe Benefits													\$0	\$0	
73 Shift Differential													\$0	\$0	
74 AU 3% Merit Increase													\$0	\$0	
75 Christmas Bonus - Regular Full Time													\$0	\$0	
76 Christmas Bonus - Regular Part Time													\$0	\$0	
<b>Totals</b>													\$7,000	\$2,603	
Please input these totals on the Budget Request Form															

Totals For This Accounting Unit  
 Expected Wages (Gross) \$322,818  
 Expected Fringe Benefits \$111,199

Cherokee Nation FY 2020 Comprehensive Budget Narrative

<b>Department/Program</b>	<b>Executive Director</b>		<b>ED Phone #</b>
25 - Cherokee Publications	Tina Glory-Jordan, Secretary of State		5101
<b>Accounting Unit</b>	<b>Accounting Unit Name</b>		
1011070	Cherokee Publications Gen Fund		
<b>Program Director/Manager</b>		<b>Pgm Dir/Mgr Phone #</b>	<b>Period Budget Covers</b>
Tyler Thomas, Executive Editor		3997	10/01/2019 - 09/30/2020
<b>FY 2020 REVISION 3</b>	<b>FY 2020 REVISION 4</b>	<b>\$ Increase/(Decrease) Requested -- Approved</b>	<b>% Increase/(Decrease) (Request - Approved) / Approved</b>
\$ 669,352	\$ 669,352	\$ -	0.00%
<b>Staffing Plan (FTE)</b>	<b>FY 2020 REVISION 4</b>	<b>FY 2020 REVISION 3</b>	<b>Net Change in Staffing</b>
Regular Full-Time	7.70	7.70	-
Regular Part-Time	-	-	-
Temporary Full-Time	-	-	-
Temporary Part-Time	-	-	-
IPA/MOA/Other	-	-	-
Total	7.70	7.70	-

**PROGRAM NARRATIVE:**

The Publications Department is responsible for the publication and distribution of the Cherokee Phoenix newspaper as well as the development, maintenance, marketing and distribution of the website, video production, daily e-newsletter, weekly radio show and podcast, and social media sites.

The intended outcome for FY20 is to develop new revenue opportunities in order to move the department toward financial sustainability. We measure this by dividing the distinct revenue streams into categories (i.e. subscriptions, print display ads, website display ads, video ads, etc.) and tracking the sales performance of each category.

Publications served the following number of participants per month:

FY18	Newspaper subscribers:	9,169
	Newspaper distribution:	7,700
	Monthly Website visitors:	54,600
	E-newsletter subscribers:	24,776
	Social Media Followers:	27,975
FY19	Newspaper subscribers:	2,224
	Newspaper Distribution:	7,700
	Monthly Website visitors:	72,824
	E-newsletter subscribers:	23,908
	Social Media Followers:	31,326
	Digital Subscriptions:	46

Regarding the reduced number of actual print newspaper subscriptions it should be noted that this is largely due to the expiration of free CATT1 and CATT2 initiative subscriptions that took place before and during FY19.

The breakdown of Cherokee versus non-Cherokee participants is difficult to ascertain because most of our total audience numbers – especially the online products – do not require a declaration of Cherokee Nation (CN) citizenship. Publications track that information among our paid newspaper subscribers, but even that information is incomplete because not all subscribers declare their citizenship when submitting their subscription.

Publications is diligent in searching for cost savings, including but not limited to: low-to-no-cost marketing using social media and leveraging relationships with broadcast partners; limit mileage reimbursements; decreased staff travel; and implemented a flex schedule for non-exempt staff.

Publications collaborates with several external media organizations in order to execute department goals as set forth by the Editorial Board. These external organizations include the Native American Journalists Association, the Society of Professional Journalists and the Oklahoma Press.

**SIGNIFICANT CHANGES:**

CN Publications is eliminating an Advertising Specialist position and adding a Multimedia Reporter position in order to expand our multimedia platforms. Reducing Advertising Income, increasing Distribution Income for actuals for FY20

CHEROKEE NATION - FY2020 BUDGET REQUEST FORM

PART-1

Budget Period:	10/01/2019 ~ 09/30/2020	Budget Preparer	Phone:	5924
Contract Period:		Name:	Dena Tucker	
Contract Number:		Accounting Unit	Director/Manager	Phone: 7258
Accounting Fund:	1-General Fund	Name:	Tyler Thomas	
Funding Source:	01-Cherokee Nation	Executive Director	Phone: 5101	
AU Description:	CN Publications Sub Donations	Name:	Secretary of State	
Accounting Unit:	1011071	1st Person Responsible		
Place IDC Rate in Part 4 Below		Employee #	104084	
Date/Time Printed:	11-Aug-20 11:20 AM			

Notes: AU1011071 is funded through donations and contributions. Cash out: Tribally Required - funds in this account are distributed between AU2041030 (CN Publications - IDC) and AU1011070 (CN Publications GF) to cover the expense of 1 year subscriptions for Cherokee Nation tribal elders and Cherokee Nation tribal citizens that are Armed Forces Veterans as well as 1 years subscriptions for at large citizens.

PART-2

Staffing Summary:	FY 2020 REVISION 1	FY 2020 ORIG REQUEST	Incr \ (Deacr)
# of Regular Full-Time Employee Equivalents:			-
# of Regular Part-Time Employee Equivalents:			-
# of Temp. Full-Time Employee Equivalents:			-
# of Temp. Part-Time Employee Equivalents:			-
# of Other Employee Equivalents:			-
<b>TOTAL NUMBER OF EMPLOYEE-EQUIVALENTS</b>			

PART-3

Revenues: (Show as positive #)	Account #				Incr \ (Deacr)
Contributions & donations	480010	\$25,873	\$10,000	\$	15,873
Please enter a valid account number - >>>				\$	-
Please enter a valid account number - >>>				\$	-
Please enter a valid account number - >>>				\$	-
<b>DO NOT COPY TO, COPY BELOW, OR REMOVE THIS LINE!</b>					
<b>Total Revenues</b>		<b>\$ 25,873</b>	<b>\$ 10,000</b>	<b>\$</b>	<b>15,873</b>

PART-4

Expenditures:	Account #	Subject to IDC ?		Subject to IDC ?		Incr \ (Deacr)
		YES	NO	YES	NO	
<b>DO NOT COPY TO, COPY ABOVE, OR REMOVE THIS LINE!</b>						
Salaries & wages	600000	\$0				\$ -
Fringe benefits	610000	\$0				\$ -
Please enter a valid account number - >>>						\$ -
Please enter a valid account number - >>>						\$ -
Please enter a valid account number - >>>						\$ -
Please enter a valid account number - >>>						\$ -
<b>DO NOT COPY TO, COPY BELOW, OR REMOVE THIS LINE!</b>						
Expenditures NOT Subject to IDC		\$ -	\$ -	\$ -	\$ -	\$ -
Expenditures SUBJECT to IDC		\$ -	\$ -	\$ -	\$ -	\$ -
Indirect Cost Rate (if blank or zero, must explain in Notes above)		11.62%		12.90%		
Indirect Cost Allocation	970000	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Expenditures</b>						
<b>Revenues OVER \ (UNDER) Expenditures</b>		<b>\$ 25,873</b>		<b>\$ 10,000</b>		<b>\$ 15,873</b>

Transfers In/Out - (Show ALL as Positive Numbers)

Operating Transfers IN						
Other financing sources	900000					\$ -
Cash in: tribally required	900010					\$ -
Cash in: grant required	900020					\$ -
Cash in: motor fuel tax	900040					\$ -
Cash in: vehicle tax	900050					\$ -
Cash in: interprogram contract	900060					\$ -
Cash in: debt service	900070					\$ -
Operating Transfers OUT						
Other financing uses	900001					\$ -
Cash out: tribally required	900011	\$25,873		\$10,000		\$ 15,873
Cash out: grant required	900021					\$ -
Cash out: motor fuel tax	900041					\$ -
Cash out: vehicle tax	900051					\$ -
Cash out: interprogram contract	900061					\$ -
Cash out: debt service	900071					\$ -
<b>Transfers In/Out - Net</b>		<b>\$ (25,873)</b>		<b>\$ (10,000)</b>		<b>\$ (15,873)</b>
<b>Take to Narrative ==&gt;</b>		<b>\$ 25,873</b>		<b>\$ 10,000</b>		
<b>Excess(Deficit) of Revenues, Expenditures and Net Transfers</b>		<b>\$ -</b>		<b>\$ -</b>		<b>\$ -</b>

Cherokee Nation FY 2020 Comprehensive Budget Narrative

<b>Department/Program</b>	<b>Executive Director</b>		<b>ED Phone #</b>
25 - Cherokee Publications	Secretary of State		5101
<b>Accounting Unit</b>	<b>Accounting Unit Name</b>		
1011071	CN Publications Sub Donations		
<b>Program Director/Manager</b>		<b>Pgm Dir/Mgr Phone #</b>	<b>Period Budget Covers</b>
Tyler Thomas		7258	10/01/2019 - 09/30/2020
<b>FY 2020 ORIG REQUEST</b>	<b>FY 2020 REVISION 1</b>	<b>\$ Increase/(Decrease) Requested - Approved</b>	<b>% Increase/(Decrease) (Request - Approved) / Approved</b>
\$ 10,000	\$ 25,873	\$ 15,873	158.73%
<b>Staffing Plan (FTE)</b>	<b>FY 2020 REVISION 1</b>	<b>FY 2020 ORIG REQUEST</b>	<b>Net Change in Staffing</b>
Regular Full-Time	-	-	-
Regular Part-Time	-	-	-
Temporary Full-Time	-	-	-
Temporary Part-Time	-	-	-
IPA/MOA/Other	-	-	-
Total	-	-	-

**PROGRAM NARRATIVE:**

The Publications Department is responsible for the publication and distribution of the Cherokee Phoenix newspaper as well as the development, maintenance, marketing and distribution of the Cherokee Phoenix website, weekly newsletter, weekly radio show and podcast, mobile app and internet-based social media sites.

The Cherokee Phoenix website, weekly newsletter, mobile app and social media pages are available internationally via the World Wide Web.

The CN Publications Department received a 25% cut during the FY13 budget cycle. Due to the cut the department has implemented an all pay subscription system for the Cherokee Phoenix newspaper as well as a paid newspaper rack distribution system in an attempt make up some of the difference in funding that was lost. Subscriptions and distribution were previously free of charge to CN Citizens.

It is a concern of the Department as well as the Cherokee Phoenix Editorial Board that the implementation of a paid subscription system may prohibit Cherokee Nation tribal elders and Cherokee Nation veterans from receiving the newspaper and remaining informed about their tribal government, tribal services and tribal news and events due to various factors that many tribal elders face such as a fixed income, lack of transportation to newspaper rack sites, and lack of knowledge in regards to technology. The CN Publications Department established a fund which would allow individuals and organizations to donate proceeds that enable Cherokee Nation tribal elders and Cherokee Nation veterans who are usually on a fixed income to receive free 1 year subscription.

**SIGNIFICANT CHANGES:**

The AU1011071 budget for FY2020 has been increased to a contribution to cover the cost of a 1 year subscription for at large tribal citizens that request it as well as an increased donation from CNB to cover the cost a 1 year subscription for tribal elderly citizens and citizens that are veterans.

CHEROKEE NATION - FY2020 BUDGET REQUEST FORM

<b>PART-1</b>		<b>Budget Period:</b> 10/01/2019 - 09/30/2020		<b>Budget Preparer</b> Name: Dena Tucker, Manager Administrative Operations Phone: 5924	
<b>Contract Period:</b>		<b>Contract Number:</b>		<b>Accounting Unit Director/Manager</b> Name: Tyler Thomas, Executive Editor Phone: 3997	
<b>Accounting Fund:</b> 2-Internal Service		<b>Funding Source:</b> 04-Indirect Cost Pool		<b>Executive Director</b> Name: Tina Glory-Jordan, Secretary of State Phone: 5101	
<b>AU Description:</b> Cherokee Publications IDC		<b>Accounting Unit:</b> 2041030		<b>1st Person Responsible</b> Employee # 104064	
<b>Date/Time Printed:</b> 11-Aug-20 11:16 AM					

**PART-2**

Notes: FY 2020 Budget-CN Publications budget reallocation due decrease in budgeted advertising revenue and an increase in budgeted distribution revenue and an increase in Cash in via donations and contributions for the Elder/Vet/At-Large Citizen Funds. This department is funded through CN Publications IDC-2041030 (46%) and CN Publication GF-1011070 (55%). FY1, Cash In: AU1011071 adds \$11,673 to AU2041030 for Cherokee Elder/Veteran subscriptions for the "Cherokee Nation Elder/Veteran Subscription Fund" which is funded by donation and contributions for the At-Large citizen fund.

<b>Staffing Summary:</b>	<b>FY 2020 REVISION 4</b>	<b>FY 2020 REVISION 3</b>	<b>Incr \ (Decr)</b>
# of Regular Full-Time Employee Equivalents:	6.30	6.30	-
# of Regular Part-Time Employee Equivalents:			-
# of Temp. Full-Time Employee Equivalents:			-
# of Temp. Part-Time Employee Equivalents:			-
# of Other Employee Equivalents:			-
<b>TOTAL NUMBER OF EMPLOYEE-EQUIVALENTS</b>	<b>6.30</b>	<b>6.30</b>	<b>-</b>

<b>PART-3</b>				
<b>Revenues:</b> (Show as positive #)	<b>Account #</b>			<b>Incr \ (Decr)</b>
Subscription income	410150	\$3,791	\$5,300	\$ (1,509)
Royalty payments	410152	\$90	\$90	\$ -
Other newspaper sales	410154	\$45	\$45	\$ -
Distribution income	410155	\$26,596	\$11,880	\$ 13,716
Advertising income	410160	\$33,750	\$53,100	\$ (19,350)
Interest income	440010	\$100	\$100	\$ -
DO NOT COPY TO, COPY BELOW, OR REMOVE THIS LINE!				
<b>Total Revenues</b>		<b>\$ 63,372</b>	<b>\$ 70,515</b>	<b>\$ (7,143)</b>

<b>PART-4</b>						
<b>Expenditures:</b>	<b>Account #</b>	<b>Subject to IDC ?</b>		<b>Subject to IDC ?</b>		<b>Incr \ (Decr)</b>
		<b>YES</b>	<b>NO</b>	<b>YES</b>	<b>NO</b>	
DO NOT COPY TO, COPY ABOVE, OR REMOVE THIS LINE!						
Salaries & wages	600000		\$269,031		\$269,031	\$ -
Fringe benefits	610000		\$90,932		\$90,932	\$ -
Staff development & training	620000		\$4,500		\$4,500	\$ -
Travel-staff	630000		\$4,500		\$4,500	\$ -
Contract services < \$5K	640000		\$27,315		\$27,315	\$ -
Contract services >=\$5K	650000		\$4,600		\$4,600	\$ -
Supplies	680000		\$1,350		\$1,350	\$ -
Equipment < \$5K	680070		\$4,500		\$4,500	\$ -
Mailing cost	690060		\$29,912		\$29,912	\$ -
Direct billed: telephone expense	690080		\$1,650		\$1,650	\$ -
Direct billed: cell/mobile phone	690090		\$4,355		\$4,355	\$ -
Direct billed: internet	690110		\$200		\$200	\$ -
Direct billed: mailing cost	690120		\$675		\$675	\$ -
Direct billed: printing/copying	690130		\$1,400		\$1,400	\$ -
Direct billed: space cost	700080		\$22,620		\$22,620	\$ -
Direct billed: auto insurance	710100		\$500		\$500	\$ -
Direct billed: GSA vehicle	720060		\$5,000		\$5,000	\$ -
Other operational	760010		\$3,000		\$3,000	\$ -
Bank service charge	760020		\$675		\$675	\$ -
Please enter a valid account number - >>>						
DO NOT COPY TO, COPY BELOW, OR REMOVE THIS LINE!						
Expenditures NOT Subject to IDC			\$ 476,616		\$ 476,616	\$ -
Expenditures SUBJECT to IDC		\$ -		\$ -		\$ -
Indirect Cost Rate (If blank or zero, must explain in Notes above)		11.52%		11.52%		
Indirect Cost Allocation	970000	\$ -		\$ -		\$ -
<b>Total Expenditures</b>			<b>\$ 476,616</b>		<b>\$ 476,616</b>	<b>\$ -</b>
<b>Revenues OVER \ (UNDER) Expenditures</b>			<b>\$ (413,243)</b>		<b>\$ (406,100)</b>	<b>\$ (7,143)</b>

<b>Transfers In/Out - (Show ALL as Positive Numbers)</b>					
<b>Operating Transfers IN</b>					
Other financing sources	900000				\$ -
Cash in: tribally required	900010		\$11,643		\$4,600
Cash in: grant required	900020				\$ -
Cash in: motor fuel tax	900040				\$ -
Cash in: vehicle tax	900050				\$ -
Cash in: interprogram contract	900060				\$ -
Cash in: debt service	900070				\$ -
<b>Operating Transfers OUT</b>					
Other financing uses	900001				\$ -
Cash out: tribally required	900011				\$ -
Cash out: grant required	900021				\$ -
Cash out: motor fuel tax	900041				\$ -
Cash out: vehicle tax	900051				\$ -
Cash out: interprogram contract	900061				\$ -
Cash out: debt service	900071				\$ -
<b>Transfers In/Out - Net</b>			<b>\$ 11,643</b>		<b>\$ 4,600</b>
Take to Narrative ==>			<b>\$ 476,616</b>		<b>\$ 476,616</b>
<b>Excess/(Deficit) of Revenues, Expenditures and Net Transfers</b>			<b>\$ (401,600)</b>		<b>\$ (401,600)</b>

**0 PAYROLL WORKSHEET**

For Internal Purposes Only - Not For Distribution  
 Account Unit Description: Cherokee Publications IDC  
 Accounting Unit Name: 2041030  
 Prepared by: Debra Tucker, Manager, Administrative Operations  
 Budget Period: 00072019 - 03/31/2020  
 Printed Date: 05-Jun-20  
 Printed Time: 09:43 AM

Job Title	Position Status	Salary Class	Position Class	Grade Range	Emp. #	Pay Date	Expected Hours To Pay		Expected Wages (Gross)	Series-Status	Fringe Benefits	% Charged to this AU	On Multiple AUs	Expected Wage (Gross)	Expected Fringe Benefits
							Regular	Overtime							
1 Cherokee Phoenix Executive Editor	E	S	35	102005	538.46	2080	2080	380,000	Full Time	33.85%	45%	X	\$38,000	\$12,858	
2 Cherokee Phoenix Assistant Editor A	E	S	36	102005	525.28	2080	2080	\$52,528	Full Time	33.85%	45%	X	\$52,528	\$17,981	
3 Cherokee Phoenix Assistant Editor B	E	S	37	102005	512.10	2080	2080	\$51,210	Full Time	33.85%	45%	X	\$51,210	\$16,373	
4 Cherokee Phoenix Media Specialist I	N	S	38	102005	512.10	2080	2080	\$51,210	Full Time	33.85%	45%	X	\$51,210	\$16,373	
5 Environmental Programs Admin Operations Manager	E	S	39	102005	512.10	2080	2080	\$51,210	Full Time	33.85%	45%	X	\$51,210	\$16,373	
6 Cherokee Phoenix Administrative Assistant	E	S	39	102005	512.10	2080	2080	\$51,210	Full Time	33.85%	45%	X	\$51,210	\$16,373	
7 Cherokee Phoenix Media Specialist II	E	H	942	501619	\$14,483	2080	2080	\$30,133	Full Time	33.85%	45%	X	\$30,133	\$9,594	
8 Cherokee Phoenix Reporter	E	H	942	501619	\$14,483	2080	2080	\$30,133	Full Time	33.85%	45%	X	\$30,133	\$9,594	
9 Cherokee Phoenix Reporter	E	H	942	501619	\$14,483	2080	2080	\$30,133	Full Time	33.85%	45%	X	\$30,133	\$9,594	
10 Cherokee Phoenix Reporter	E	H	942	501619	\$14,483	2080	2080	\$30,133	Full Time	33.85%	45%	X	\$30,133	\$9,594	
11 Cherokee Phoenix Reporter	E	H	942	501619	\$14,483	2080	2080	\$30,133	Full Time	33.85%	45%	X	\$30,133	\$9,594	
12 Cherokee Phoenix Advertising Specialist	E	H	943	500950	\$17,766	2080	2080	\$38,941	Full Time	33.85%	45%	X	\$38,941	\$12,019	
13 Cherokee Phoenix Advertising Specialist	E	H	943	500950	\$17,766	2080	2080	\$38,941	Full Time	33.85%	45%	X	\$38,941	\$12,019	
14 Cherokee Phoenix Distribution Specialist	E	H	946	500737	\$12,165	2080	2080	\$25,272	Full Time	33.85%	45%	X	\$25,272	\$7,844	
15 Cherokee Phoenix Sr. Reporter	N	H	940	100867	\$18,133	2080	2080	\$39,790	Full Time	33.85%	45%	X	\$39,790	\$12,372	
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Totals													3,659,031	990,832	

Please input net-to-totals on the Budget Request Form

Cherokee Nation FY 2020 Comprehensive Budget Narrative

<b>Department/Program</b>		<b>Executive Director</b>		<b>ED Phone #</b>	
25 - Cherokee Publications		Tina Glory-Jordan, Secretary of State		5101	
<b>Accounting Unit</b>		<b>Accounting Unit Name</b>			
2041030		Cherokee Publications IDC			
<b>Program Director/Manager</b>			<b>Pgm Dir/Mgr Phone #</b>		<b>Period Budget Covers</b>
Tyler Thomas, Executive Editor			3997		10/01/2019 - 09/30/2020
<b>FY 2020 REVISION 3</b>		<b>FY 2020 REVISION 4</b>		<b>\$ Increase/(Decrease) Requested = Approved</b>	
\$ 476,615		\$ 476,615		\$ -	
				0.00%	
<b>Staffing Plan (FTE)</b>		<b>FY 2020 REVISION 4</b>		<b>FY 2020 REVISION 3</b>	
				<b>Net Change in Staffing</b>	
Regular Full-Time		6.30		6.30	
Regular Part-Time		-		-	
Temporary Full-Time		-		-	
Temporary Part-Time		-		-	
IPA/MOA/Other		-		-	
Total		6.30		6.30	

**PROGRAM NARRATIVE:**

The Publications Department is responsible for the publication and distribution of the Cherokee Phoenix newspaper as well as the development, maintenance, marketing and distribution of the website, video production, daily e-newsletter, weekly radio show and podcast, and social media sites.

The intended outcome for the FY20 is to develop new revenue opportunities in order to move toward financial sustainability. We measure this goal by dividing the distinct revenue streams into categories (i.e. subscriptions, print display ads, website display ads, video ads, etc.) and tracking the sales performance of each category.

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Publications is diligent in searching for cost savings, including but not limited to: low-to-no-cost marketing using social media and leveraging relationships with broadcast partners; limit mileage reimbursements; decreased staff travel; and implemented a flex schedule for non-exempt staff.

Publications collaborates with several external media organizations in order to execute department goals as set forth by the Editorial Board. These external organizations include the Native American Journalists Association, the Society of Professional Journalists and the Oklahoma Press

**SIGNIFICANT CHANGES:**

Eliminating an Advertising Specialist position and adding a Multimedia Reporter position.



CHEROKEE NATION - FY2020 BUDGET REQUEST FORM

PART-1

Budget Period:	10/01/2019 - 09/30/2020	Budget Preparer	Name:	AMI SAMS	Phone:	539-234-2713
Contract Period:		Accounting Unit Director/Manager	Name:	WAYNE COLDWELL	Phone:	539-234-2723
Contract Number:		Executive Director	Name:	STEPHEN JONES	Phone:	539-234-2722
Accounting Fund:	3-Special Revenue	1st Person Responsible	Employee #	105287		
Funding Source:	32- IHS- Self Governance-Health					
AU Description:	COVID-19 PPPCEA					
Accounting Unit:	3326500					
	Place IDC Rate in Part 4 Below					
Date/Time Printed:	30-Jul-20	10:05 AM				

Notes:

PART-2

Staffing Summary:	FY 2020 ORIG REQUEST	FY 2019 BUDGET	Incr \ (Decr)
# of Regular Full-Time Employee Equivalents:	18.00		18.00
# of Regular Part-Time Employee Equivalents:			-
# of Temp. Full-Time Employee Equivalents:			-
# of Temp. Part-Time Employee Equivalents:			-
# of Other Employee Equivalents:			-
<b>TOTAL NUMBER OF EMPLOYEE-EQUIVALENTS</b>	<b>18.00</b>	<b>-</b>	<b>18.00</b>

PART-3

Revenues: (Show as positive #)	Account #		Incr \ (Decr)
Grants / contracts revenue	400000	\$32,596,868	\$ 32,596,868
Please enter a valid account number - >>>			\$ -
Please enter a valid account number - >>>			\$ -
Please enter a valid account number - >>>			\$ -
<b>DO NOT COPY TO, COPY BELOW, OR REMOVE THIS LINE!</b>			
<b>Total Revenues</b>		<b>\$ 32,596,868</b>	<b>\$ 32,596,868</b>

PART-4

Expenditures:	Account #	Subject to IDC ?		Subject to IDC ?		Incr \ (Decr)
		YES	NO	YES	NO	
<b>DO NOT COPY TO, COPY ABOVE, OR REMOVE THIS LINE!</b>						
Salaries & wages	600000	\$812,009				\$ 812,009
Fringe benefits	610000	\$274,454				\$ 274,454
Contract services >=\$5K	650000		\$30,716,124			\$ 30,716,124
Supplies	680000	\$500,000				\$ 500,000
Equipment < \$5K	680070	\$100,000				\$ 100,000
Please enter a valid account number - >>>						\$ -
Please enter a valid account number - >>>						\$ -
Please enter a valid account number - >>>						\$ -
Please enter a valid account number - >>>						\$ -
<b>DO NOT COPY TO, COPY BELOW, OR REMOVE THIS LINE!</b>						
Expenditures NOT Subject to IDC			\$ 30,716,124			\$ 30,716,124
Expenditures SUBJECT to IDC		\$ 1,686,463				\$ 1,686,463
Indirect Cost Rate (if blank or zero, must explain in Notes above)		11.52%		14.06%		
Indirect Cost Allocation	970000	\$ 194,281				\$ 194,281
<b>Total Expenditures</b>		<b>\$ 32,596,868</b>		<b>\$ -</b>		<b>\$ 32,596,868</b>

Revenues OVER \ (UNDER) Expenditures		\$ -		\$ -		\$ -
--------------------------------------	--	------	--	------	--	------

Transfers In/Out - (Show ALL as Positive Numbers)						
<b>Operating Transfers IN</b>						
Other financing sources	900000					\$ -
Cash in: tribally required	900010					\$ -
Cash in: grant required	900020					\$ -
Cash in: motor fuel tax	900040					\$ -
Cash in: vehicle tax	900050					\$ -
Cash in: interprogram contract	900060					\$ -
Cash in: debt service	900070					\$ -
<b>Operating Transfers OUT</b>						
Other financing uses	900001					\$ -
Cash out: tribally required	900011					\$ -
Cash out: grant required	900021					\$ -
Cash out: motor fuel tax	900041					\$ -
Cash out: vehicle tax	900051					\$ -
Cash out: interprogram contract	900061					\$ -
Cash out: debt service	900071					\$ -
<b>Transfers In/Out - Net</b>						\$ -
Take to Narrative ==>		\$ 32,596,868		\$ -		\$ -
<b>Excess(Deficit) of Revenues, Expenditures and Net Transfers</b>		<b>\$ -</b>		<b>\$ -</b>		<b>\$ -</b>

# 0 PAYROLL WORKSHEET

Accounting Unit Description: COVID-19 PPHCEA  
 Accounting Unit Name: 3328500  
 For Budget Period: 10/01/2019 - 09/30/2020  
 Prepared by: AMI SAMS  
 Printed Date: 30-JUN-20  
 Printed Time: 10:55 AM

Job Title	Vacant/Existing/E	Position Code	Salary Class: Hourly = H MONTHLY = N	Grade Range	Emp #	Pay Rate		Expected Hours To Pay on this AU		Expected Wages (Gross)	On Multiple AU's	Expected Fringe Benefits	Totals For This Accounting Unit		
						Rate	Emp #	Regular	Overtime				% Charged to this AU	Expected Wages (Gross)	Expected Fringe Benefits
1 Clinical Svcs - Lab Services Phlebotomist I	N	2554	H	8		\$14.58	2080	330,328	Full Time	\$30,328		\$10,290	100%	\$30,328	\$10,290
2 Clinical Svcs - Lab Services Phlebotomist I	N	2554	H	8		\$14.58	2080	\$30,328	Full Time	\$30,328		\$10,290	100%	\$30,328	\$10,290
3 Clinical Svcs - Lab Services Phlebotomist I	N	2554	H	8		\$14.58	2080	\$30,328	Full Time	\$30,328		\$10,290	100%	\$30,328	\$10,290
4 Clinical Svcs - Lab Services Phlebotomist I	N	2554	H	8		\$14.58	2080	\$30,328	Full Time	\$30,328		\$10,290	100%	\$30,328	\$10,290
5 Clinical Svcs - Lab Services Phlebotomist I	N	2554	H	8		\$14.58	2080	\$30,328	Full Time	\$30,328		\$10,290	100%	\$30,328	\$10,290
6 Clinical Svcs - Lab Services Phlebotomist I	N	2554	H	8		\$14.58	2080	\$30,328	Full Time	\$30,328		\$10,290	100%	\$30,328	\$10,290
7 Clinical Svcs - Lab Services Phlebotomist I	N	2554	H	8		\$14.58	2080	\$30,328	Full Time	\$30,328		\$10,290	100%	\$30,328	\$10,290
8 Clinical Svcs - Lab Services Phlebotomist I	N	2554	H	8		\$14.58	2080	\$30,328	Full Time	\$30,328		\$10,290	100%	\$30,328	\$10,290
9 Clinical Svcs - Lab Services Phlebotomist I	N	2554	H	8		\$14.58	2080	\$30,328	Full Time	\$30,328		\$10,290	100%	\$30,328	\$10,290
10 Clinical Svcs - Lab Services Phlebotomist I	N	2554	H	8		\$14.58	2080	\$30,328	Full Time	\$30,328		\$10,290	100%	\$30,328	\$10,290
11 Clinical Svcs - Lab Services Phlebotomist I	N	2554	H	8		\$14.58	2080	\$30,328	Full Time	\$30,328		\$10,290	100%	\$30,328	\$10,290
12 Clinical Svcs - Lab Services Phlebotomist I	N	2554	H	8		\$14.58	2080	\$30,328	Full Time	\$30,328		\$10,290	100%	\$30,328	\$10,290
13 Clinical Svcs - Lab Services Med Tech II	N	2551	H	8		\$20.80	2080	\$43,264	Full Time	\$43,264		\$14,088	100%	\$43,264	\$14,088
14 Clinical Svcs - Lab Services Med Tech II	N	2551	H	8		\$20.80	2080	\$43,264	Full Time	\$43,264		\$14,088	100%	\$43,264	\$14,088
15 Clinical Svcs - Lab Services Med Tech II	N	2551	H	8		\$20.80	2080	\$43,264	Full Time	\$43,264		\$14,088	100%	\$43,264	\$14,088
16 Clinical Svcs - Lab Services Med Tech II	N	2551	H	8		\$20.80	2080	\$43,264	Full Time	\$43,264		\$14,088	100%	\$43,264	\$14,088
17 Clinical Svcs - Lab Services Med Tech II	N	2551	H	8		\$20.80	2080	\$43,264	Full Time	\$43,264		\$14,088	100%	\$43,264	\$14,088
18 Clinical Svcs - Lab Services Med Tech II	N	2551	H	8		\$20.80	2080	\$43,264	Full Time	\$43,264		\$14,088	100%	\$43,264	\$14,088
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69															
70															
71 Anticipated Turnover															
72 Anticipated Multiple Benefits															
73 Shift Differential															
74 AU 354 Merit Increase															
75 Christmas Bonus - Regular Full Time															
76 Christmas Bonus - Regular Part Time															
<b>Totals</b>														\$812,009	\$274,459

Please Input these totals on the Budget Request Form

Cherokee Nation FY 2020 Comprehensive Budget Narrative

<b>Department/Program</b>		<b>Executive Director</b>		<b>ED Phone #</b>	
07 - Health Services		STEPHEN JONES		539-234-2722	
<b>Accounting Unit</b>		<b>Accounting Unit Name</b>			
3326500		COVID-19 PPPHCEA			
<b>Program Director/Manager</b>			<b>Pgm Dir/Mgr Phone #</b>		<b>Period Budget Covers</b>
WAYNE COLDWELL			539-234-2723		10/01/2019 - 09/30/2020
<b>FY2019 Budget Approved</b>		<b>FY2020 Budget Request</b>		<b>\$ Increase/(Decrease) Requested - Approved</b>	
\$ -		\$ 32,596,868		\$ 32,596,868	
<b>Staffing Plan (FTE)</b>		<b>FY2020 Budget Request</b>		<b>FY2019</b>	
				<b>Net Change in Staffing</b>	
Regular Full-Time		18.00		-	
Regular Part-Time		-		-	
Temporary Full-Time		-		-	
Temporary Part-Time		-		-	
IPA/MOA/Other		-		-	
Total		18.00		-	
				18.00	

**PROGRAM NARRATIVE:**

These funds were received via Indian Health Services from the Paycheck Protection Program and Health Care Enhancement Act (PPPHCEA). These are non-recurring funds; however, they are considered X year funds, meaning we have an indefinite amount of time to spend them as long as they are used for their intended purpose. Per the PPPHCEA, these funds are "for necessary expenses to purchase, administer, process and analyze COVID-19 tests, including support for workforce, epidemiology, use by employers or in other settings, scale up of testing by public health, academic, commercial and hospital laboratories, and community-based testing sites, health care facilities, and other entities engaged in COVID-19 testing, conduct surveillance, trace contacts, and other related activities related to COVID-19 testing."

This budget reflects the full amount of funding received for this purpose. The amount shown in contract services >\$5k will have a large carryover and be budgeted for salaries, fringe, supply costs and indirect costs in subsequent years.

**SIGNIFICANT CHANGES:**

One time funding received for the purpose of COVID-19 testing.

AMENDMENT NUMBER \_\_\_\_\_  
to the FY 2009 - 2011 Multi-Year Funding Agreement  
Between the  
Cherokee Nation  
And the  
United States of America  
Department of Health and Human Services

Commented [A1]: For Title V – OTSG will fill in the  
Amendment number

This amendment transfers \$32,596,868 in funding that was appropriated under the Paycheck Protection Program and Health Care Enhancement Act (PPHCEA), P.L. 116-139, Div. B, Title I. Subject to the discretion of the Department of Health and Human Services (Department), this funding is being administered to Nations, tribal organizations, and urban Indian organizations by the Department through the Indian Health Service (IHS).

The parties agree to the following conditions regarding these funds:

- 1.) These funds are transferred to the Nation on a one-time basis and these non-recurring funds are not part of the amount required by 25 U.S.C. § 5325. To the extent they may be viewed as required, the Nation agrees that these funds shall not recur in any subsequent year and that the amount in this agreement shall be reduced accordingly.
- 2.) Notwithstanding the ISDEAA and this agreement, the parties agree these funds may be used only for the purposes identified in the PPHCEA, Div. B, Title I: "for necessary expenses to purchase, administer, process, and analyze COVID-19 tests, including support for workforce, epidemiology, use by employers or in other settings, scale up of testing by public health, academic, commercial, and hospital laboratories, and community-based testing sites, health care facilities, and other entities engaged in COVID-19 testing, conduct surveillance, trace contacts, and other related activities related to COVID-19 testing." The funds cannot be re-budgeted or re-designed for any other purpose.
- 3.) No later than 30 days after signature of this amendment by both parties, the Nation will submit to IHS a complete plan for using these funds for COVID-19 testing for the remainder of calendar year 2020. Such plan will be in the format required by IHS but must include the number of tests needed, month-by-month; month-by-month estimates of laboratory and testing capacity; and a description of how the Nation will use the resources for testing.
- 4.) This funding is inclusive of all costs necessary to carry out the plan submitted by the Nation and no additional amounts associated with these funds will be incurred in excess of the amount transferred herein, as shown by the attached all-inclusive budget submitted by the Nation
- 5.) In the event the Nation does not use these funds consistent with all conditions outlined above, it agrees it must return the funds to IHS.

Cherokee Nation

United States of America

\_\_\_\_\_  
Chuck Hoskin, Jr., Principal Chief      Date

\_\_\_\_\_  
Michael D. Weahkee      Date  
Director  
Indian Health Service  
Department of Health and Human Services

\*\*\*\*\*

Dear Chief Hoskin,

You are receiving this message as a notification that \$32,596,868 from the Paycheck Protection Program and Healthcare Enhancement Act (PPPHEA), also referred to as the fourth supplemental to combat the COVID-19 pandemic, has been identified as available for the Cherokee Nation.

There are three requirements that each I/T/U must meet in order to receive the funding. The first two requirements are an all-inclusive budget and signed bilateral amendment and both must be submitted to the Oklahoma City Area (OCA) prior to receiving the funds. The third requirement, which is a COVID-19 Testing Plan, must be submitted within 30 days of the execution of the bilateral amendment.

These three requirements are described in more detail below.

1. Submission of an all-inclusive budget.

A budget is responsive to the statutory requirement for a description of how the State, locality, territory, tribe, or tribal organization will use its resources for testing. These PPPHEA funds are unique, as they were not appropriated directly to IHS; however, IHS is administering them on behalf of HHS. This budget should include all indirect and direct costs necessary to carry out the COVID-19 testing plan. No Contract Support Costs (CSC) will be awarded in support of this portion of testing dollars.

2. Submission of a signed bilateral amendment

A draft bilateral amendment has been included for your review. Due to current circumstances, the IHS is recommending electronic processing of the bilateral amendment. The amendment may be signed with pen and ink or electronically and emailed to me for processing to IHS HQ to obtain RADM Weahkee's signature. A fully signed and executed copy of the bilateral amendment will be sent to you via email. At that point in time, the funding will be paid.

3. Submission of a Testing Plan.

Within 30 days of the date of execution of the bilateral amendment, the Cherokee Nation will submit a testing plan using the IHS template, included as an attachment. The Testing Plan should be sent to me and I will be responsible for uploading it for IHS HQ review and tracking.

CHEROKEE NATION - FY2020 BUDGET REQUEST FORM

PART-1

Budget Period:	10/01/2019 - 09/30/2020	Budget Preparer	Name:	AMI SAMS	Phone:	453-5636
Contract Period:		Accounting Unit Director/Manager	Name:	GEORGE LONG	Phone:	458-7662
Contract Number:		Executive Director	Name:	STEPHEN JONES	Phone:	4044
Accounting Fund:	3-Special Revenue	1st Person Responsible	Employee #	100007		
Funding Source:	32-IHS-Self Governance-Health					
AU Description:	HEALTH M AND I PROJECTS					
Accounting Unit:	3329040					
Date/Time Printed:	11-Aug-20 09:55 AM					

Notes:

PART-2

Staffing Summary:	FY 2020 REVISION 1	FY 2020 ORIG REQUEST	Incr \ (Decr)
# of Regular Full-Time Employee Equivalents:			-
# of Regular Part-Time Employee Equivalents:			-
# of Temp. Full-Time Employee Equivalents:			-
# of Temp. Part-Time Employee Equivalents:			-
# of Other Employee Equivalents:			-
<b>TOTAL NUMBER OF EMPLOYEE-EQUIVALENTS</b>			

PART-3

Revenues: (Show as positive #)	Account #			Incr \ (Decr)
Carryover: "appropriated" FY	460000	\$56,778,268	\$2,930,000	\$ 53,848,268
Please enter a valid account number - >>>				\$ -
Please enter a valid account number - >>>				\$ -
DO NOT COPY TO, COPY BELOW, OR REMOVE THIS LINE!				\$ -
<b>Total Revenues</b>		<b>\$ 56,778,268</b>	<b>\$ 2,930,000</b>	<b>\$ 53,848,268</b>

PART-4

Expenditures:	Account #	Subject to IDC ?		Subject to IDC ?		Incr \ (Decr)
		YES	NO	YES	NO	
DO NOT COPY TO, COPY ABOVE, OR REMOVE THIS LINE!						
Salaries & wages	600000	\$0		\$0		\$ -
Fringe benefits	610000	\$0		\$0		\$ -
Contract services >=\$5K	650000		\$980,000		\$980,000	\$ -
Capital acquisitions >= \$5K	770000		\$1,950,000		\$1,950,000	\$ -
Please enter a valid account number - >>>						\$ -
Please enter a valid account number - >>>						\$ -
Please enter a valid account number - >>>						\$ -
Please enter a valid account number - >>>						\$ -
DO NOT COPY TO, COPY BELOW, OR REMOVE THIS LINE!						\$ -
Expenditures NOT Subject to IDC			\$ 2,930,000		\$ 2,930,000	\$ -
Expenditures SUBJECT to IDC		\$ -		\$ -		\$ -
Indirect Cost Rate (If blank or zero, must explain in Notes above)		11.62%		14.06%		\$ -
Indirect Cost Allocation	970000	\$ -		\$ -		\$ -
<b>Total Expenditures</b>			<b>\$ 2,930,000</b>		<b>\$ 2,930,000</b>	<b>\$ -</b>
<b>Revenues OVER \ (UNDER) Expenditures</b>			<b>\$ 53,848,268</b>		<b>\$ -</b>	<b>\$ 53,848,268</b>

Transfers In/Out - (Show ALL as Positive Numbers)

Operating Transfers IN				
Other financing sources	900000			\$ -
Cash in: tribally required	900010			\$ -
Cash in: grant required	900020			\$ -
Cash in: motor fuel tax	900040			\$ -
Cash in: vehicle tax	900050			\$ -
Cash in: interprogram contract	900060			\$ -
Cash in: debt service	900070			\$ -
Operating Transfers OUT				
Other financing uses	900001			\$ -
Cash out: tribally required	900011	\$53,848,268		\$ 53,848,268
Cash out: grant required	900021			\$ -
Cash out: motor fuel tax	900041			\$ -
Cash out: vehicle tax	900051			\$ -
Cash out: interprogram contract	900061			\$ -
Cash out: debt service	900071			\$ -
<b>Transfers In/Out - Net</b>		<b>\$ (53,848,268)</b>		<b>\$ (53,848,268)</b>
Take to Narrative ==>		<b>\$ 56,778,268</b>		<b>\$ 2,930,000</b>
<b>Excess\ (Deficit) of Revenues, Expenditures and Net Transfers</b>		<b>\$ -</b>		<b>\$ -</b>

Cherokee Nation FY 2020 Comprehensive Budget Narrative

<b>Department/Program</b>		<b>Executive Director</b>		<b>ED Phone #</b>
07 - Health Services		STEPHEN JONES		4044
<b>Accounting Unit</b>		<b>Accounting Unit Name</b>		
3329040		HEALTH M AND I PROJECTS		
<b>Program Director/Manager</b>		<b>Pgm Dir/Mgr Phone #</b>	<b>Period Budget Covers</b>	
GEORGE LONG		458-7662	10/01/2019 - 09/30/2020	
<b>FY 2020 ORIG REQUEST</b>	<b>FY 2020 REVISION 1</b>	<b>\$ Increase/(Decrease) Requested - Approved</b>	<b>% Increase/(Decrease) (Request - Approved) / Approved</b>	
\$ 2,930,000	\$ 56,778,268	\$ 53,848,268	1837.82%	
<b>Staffing Plan (FTE)</b>	<b>FY 2020 REVISION 1</b>	<b>FY 2020 ORIG REQUEST</b>	<b>Net Change in Staffing</b>	
Regular Full-Time	-	-	-	
Regular Part-Time	-	-	-	
Temporary Full-Time	-	-	-	
Temporary Part-Time	-	-	-	
IPA/MOA/Other	-	-	-	
Total	-	-	-	

**PROGRAM NARRATIVE:**

These funds have been set aside for several years to assist with the cost of rebuilding the old portion of the Wilma P. Mankiller Health Center in Stilwell. This project was originally going to be funded by CNB; however, COVID 19 has initiated a change in plans. This budget will fund the remaining cost of the Wilma P Mankiller construction and equipment as well as the remaining cost of the OSU Medical School with Health Services Carryover.

This modification adds \$53,848,268 to this budget for the following:

OSU Medical School Construction	\$18,696,154
WPMHC Construction	\$29,152,114
WPMHC Equipment	\$6,000,000

**SIGNIFICANT CHANGES:**

Budget increase is due to the construction projects detailed above.

# Cherokee Nation Act/Resolution Proposal Form

Act       Resolution

**TITLE:** AN ACT AMENDING LEGISLATIVE ACT #15-19 AUTHORIZING THE COMPREHENSIVE BUDGET FOR FISCAL YEAR 2020 OPERATING – MOD 12 ; AND DECLARING AN EMERGENCY

**DEPARTMENT CONTACT:** Daniel Stroup

**RESOLUTION PRESENTER:** \_\_\_\_\_

**COUNCIL SPONSOR:** \_\_\_\_\_

**NARRATIVE:**

**ADMINISTRATIVE  
CLEARANCE**

**Dept/Program:**

Signature/Initial \_\_\_\_\_ Date \_\_\_\_\_

**Executive Director:**

Signature/Initial \_\_\_\_\_ Date \_\_\_\_\_

**Treasurer: (Required:  
Grants/Contracts/Budgets)**

*Tralynna Sherrill Scott*  
Digitally signed by Tralynna Sherrill Scott  
Date: 2020.08.12 15:33:37 -05'00'

Signature/Initial \_\_\_\_\_ Date \_\_\_\_\_

**Government Resources:**

Signature/Initial \_\_\_\_\_ Date \_\_\_\_\_

**Administration Approval:**

*Carla Montgomery* 8/14/20  
Signature/Initial \_\_\_\_\_ Date \_\_\_\_\_

**LEGISLATIVE CLEARANCE:**

**Legal & Legislative Coordinator:**

*Stoke* 8/12/20  
Signature/Initial \_\_\_\_\_ Date \_\_\_\_\_

**Standing Committee & Date:**

*Executive Finance* 8/27/20

**Chairperson:**

*Taylor*  
Signature/Initial \_\_\_\_\_ Date \_\_\_\_\_

**Returned to Presenter:** \_\_\_\_\_

Date \_\_\_\_\_