

# An Act

## LEGISLATIVE ACT 18-16

### AN ACT AMENDING LEGISLATIVE ACT #17-15 AUTHORIZING THE COMPREHENSIVE OPERATING BUDGET FOR FISCAL YEAR 2016 – Mod. 9; 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 #17-15 Authorizing the Comprehensive Operating Budget for FY 2016 – Mod. 9**”.

#### 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 2016” or subsequent amendment. The cumulative total of the budget is increased by **\$ 128,142** for a total budget authority of **\$ 676,802,370**. The following items are identified as components of such change:

Grants Received & Authorized per LA-17-15 (detail attached)	\$ 76,924
Modification Request (see Section 4 below)	<u>51,218</u>
<b>Cumulative change in budget authority</b>	<b><u>\$ 128,142</u></b>

#### SECTION 3. LEGISLATIVE HISTORY

The provisions of compliance, policy of accountability, authorities and severability provided in Legislative Act #17-15 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 a decrease of **\$ 51,218** to wit:

A. An increase in the **General Fund** budget authority of **\$ 51,218**.

**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.

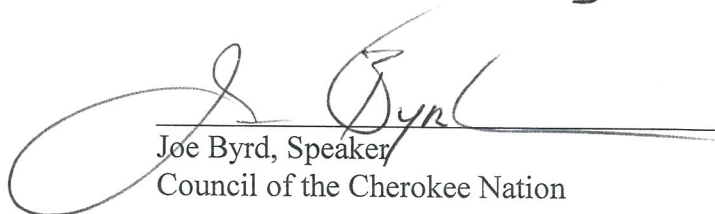
**SECTION 7. EFFECTIVE DATE: EMERGENCY DECLARED**

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.

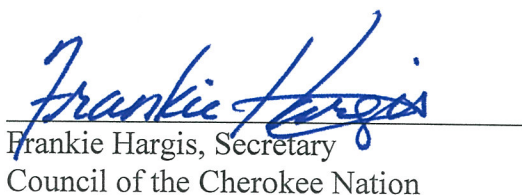
**SECTION 8. SELF-HELP CONTRIBUTIONS**

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.

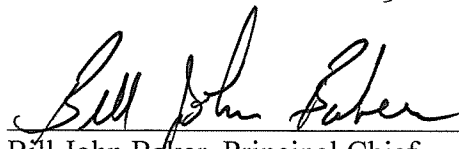
Enacted by the Council of the Cherokee Nation on the 12 day of July, 2016

  
Joe Byrd, Speaker  
Council of the Cherokee Nation


ATTEST:

  
Frankie Hargis, Secretary  
Council of the Cherokee Nation

Approved and signed by the Principal Chief this 13<sup>th</sup> day of July, 2016

  
\_\_\_\_\_  
Bill John Baker, Principal Chief  
Cherokee Nation

ATTEST:

  
\_\_\_\_\_  
Chuck Hoskin, Jr., 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>
David Walkingstick	<u>Yea</u>	Dick Lay	<u>Yea</u>
Don Garvin	<u>Yea</u>	Buel Anglen	<u>Yea</u>
David W. Thornton, Sr.	<u>Yea</u>	Keith Austin	<u>Yea</u>
Bryan Warner	<u>Yea</u>	Janees Taylor	<u>Yea</u>
Frankie Hargis	<u>Yea</u>	Jack Baker	<u>Yea</u>
Shawn Crittenden	<u>Yea</u>	Wanda Hatfield	<u>Yea</u>
Curtis Snell	<u>Yea</u>		

CHEROKEE NATION  
 PROPOSED FY 2016 AMENDMENT  
 Sorted by Funding Source

Funding Source	Ref # by FS	Program/Purpose	FY 2016 Prior LA	Data		
				Amend. Change to Sources	Amend. Expenses Total Change	Net Change
01-Cherokee Nation	1	1010315 Cash Match for Grants	April Grants	-	-	-
<b>01-Cherokee Nation Total</b>				<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
40-DHHS-General	2	3401128 Diabetes Grant - Wings	April Grants	(171,808)	(171,808)	-
	3	3401129 Diabetes Program - Contract Health	April Grants	(350,000)	(350,000)	-
	4	3402665 Diabetes Grant - Wings	New	171,808	171,808	-
	5	3402675 Diabetes Program - Contract Health	New	350,000	350,000	-
	6	3408200 Prevention Trial in CN	LA 17-15	29,652	29,652	-
	7	3408700 Kawi Café	LA 17-15	91,347	91,347	-
	8	3409400 Prevention Trial Support	LA 17-15	(54,353)	(54,353)	-
<b>40-DHHS-General Total</b>				<b>\$ 66,646</b>	<b>\$ 66,646</b>	<b>\$ -</b>
75-Federal Other	9	3753300 Federal Transit Program	Apr. Grants	10,278	10,278	-
<b>75-Federal Other Total</b>				<b>\$ 10,278</b>	<b>\$ 10,278</b>	<b>\$ -</b>
<b>Grand Total</b>				<b>\$ 76,924</b>	<b>\$ 76,924</b>	<b>\$ -</b>

## Operating Grants - Reporting Only

CHEROKEE NATION  
 PROPOSED FY 2016 AMENDMENT  
 Sorted by Funding Source

Funding Source	Ref # by FS	Program/Purpose	FY 2016 Prior LA	Data		
				Amend. Change to Sources	Amend. Expenses Total Change	Net Change
01-Cherokee Nation	1	1010046 Cultural Resources	LA 17-15	15,293	15,293	\$ -
	2	1010230 Tribal Youth Council	LA 17-15	20,010	20,010	\$ -
	3	1010296 Unappropriated Reserves	Mod 8	-	(50,000)	\$ 50,000
	4	1010450 Senior Nutrition Sites	LA 17-15	-	95,000	\$ (95,000)
	5	1010451 Community Family Advocates	LA 17-15	-	(20,000)	\$ 20,000
	6	1010452 Elders in Need	LA 17-15	-	(75,000)	\$ 75,000
	7	1012350 Land Development Land Ops	LA 04-16	15,915	65,915	\$ (50,000)
<b>01-Cherokee Nation Total</b>				<b>\$ 51,218</b>	<b>\$ 51,218</b>	<b>\$ -</b>
<b>Grand Total</b>				<b>\$ 51,218</b>	<b>\$ 51,218</b>	<b>\$ -</b>

## Operating Mod #9 Request

**COMPREHENSIVE BUDGET  
FOR FISCAL YEAR 2016**

Funding Source	Revenues			Expenditures			NET
	Revenues	Transfers In	Total	Direct Exp.	Indir. Exp.	Transfers Out	
Tribally Funded Funding Source	103,312,319	1,859,378	105,171,697	81,077,069	4,789,152	19,301,702	105,167,923
Motor Fuels Tax Funding Srce	8,905,998	18,213,025	27,119,023	19,057,971	119,541	7,941,511	27,119,023
Motor Vehicle Tax Funding Srce	24,502,408	975,182	25,477,590	23,042,304	550,531	1,884,755	25,477,590
Permanent Fund Funding Source	10,300	0	10,300	10,300	0	0	10,300
DOI General Funding Source	12,380,065	850,000	13,230,065	12,507,926	722,139	0	13,230,065
DOI Self Gov Funding Source	14,878,409	79,600	14,958,009	13,603,979	1,312,441	41,589	14,958,009
DOI Self Gov Roads Funding Src	10,259,512	0	10,259,512	10,107,519	131,792	20,201	10,259,512
Dept of Transportation Fnd Src	65,259,966	0	65,259,966	64,952,094	208,029	99,843	65,259,966
DOI PL102-477 Funding Source	19,313,281	0	19,313,281	18,493,424	819,857	0	19,313,281
IHS Self Gov Health Funding Sr	298,824,479	0	298,824,479	274,436,038	21,738,441	2,650,000	298,824,479
IHS Self Gov TEH Funding Src	4,515,860	0	4,515,860	4,217,433	298,427	0	4,515,860
IHS Self Gov Offic Funding Src	322,788	0	322,788	285,490	37,298	0	322,788
IHS Discretionary Funding Src	40,000	0	40,000	35,000	0	5,000	40,000
DHHS General Funding Source	38,549,197	510,739	39,059,936	35,864,793	3,195,143	0	39,059,936
USDA Funding Source	19,400,295	818,085	20,218,380	19,440,209	778,171	0	20,218,380
Dept of Education Funding Srce	1,046,036	63,957	1,109,993	1,018,785	91,208	0	1,109,993
HUD Funding Source	42,973,370	1,229,757	44,203,127	41,877,580	1,149,393	1,176,154	44,203,127
Housing Proceeds Funding Src	0	0	0	0	0	0	0
EPA Funding Source	2,113,570	0	2,113,570	1,873,235	240,335	0	2,113,570
Dept of Labor Funding Source	12,522,959	0	12,522,959	11,593,374	929,585	0	12,522,959
Federal Other Funding Source	5,962,314	48,367	6,010,681	4,198,651	178,718	1,633,312	6,010,681
State of Oklahoma Funding Src	1,442,994	0	1,442,994	1,331,715	111,279	0	1,442,994
Private Funding Source	624,845	206,111	830,956	767,838	63,118	0	830,956
Indirect Cost Pool Funding Src	46,061,784	338,400	46,400,184	46,400,184	0	0	46,400,184
Fringe Pool Funding Source	0	0	0	0	0	0	0
Internal Lease Pool Funding Sr	4,552,390	0	4,552,390	4,552,390	0	0	4,552,390
Enterprise Funding Source	1,280,086	2,044,466	3,324,552	3,288,716	35,836	0	3,324,552
Other Funding Source	276,592	17,000	293,592	274,101	19,491	0	293,592
Debt Service Funding Source	0	2,650,000	2,650,000	2,650,000	0	0	2,650,000
Capital Projects Funding Source	10,751,536	178,742,062	189,493,598	185,601,536	0	3,892,062	189,493,598
<b>Total</b>	<b>\$ 750,083,353</b>	<b>\$ 208,646,129</b>	<b>\$ 958,729,482</b>	<b>\$ 882,559,654</b>	<b>\$ 37,519,925</b>	<b>\$ 38,646,129</b>	<b>\$ 958,725,708</b>

**Total** \$ 750,083,353 \$ 208,646,129 \$ 958,729,482 \$ 882,559,654 \$ 37,519,925 \$ 38,646,129 \$ 958,725,708 \$ 3,774

**Non Grant Requests**

CAPITAL RECONCILIATION	
LA-16-15	\$ 119,446,919
Capital Mod #1	2,245,423
Capital Mod #2	170,000,000
Capital Mod #3	129,500
<b>Total Capital</b>	<b>\$ 291,821,842</b>

Oper Mod #8 Req	9,717,786	06/13 Council
Cap Mod #3 Req	129,500	06/13 Council
<b>Oper Mod #9 Req</b>	<b>51,218</b>	<b>06/23 E&amp;F</b>
<b>Total after pending Mod's</b>	<b>\$ 968,624,212</b>	

Operating (LA17-15)	\$ 676,802,370	Cumulative Oper
Capital (LA-16-15)	291,821,842	Cumulative Cap
<b>Grand Total</b>	<b>\$ 968,624,212</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:** 06/09/2016  
**Re:** Review of Operating Budget Modification #9 – Total \$ 128,142

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:

### A. Grant Reporting:

<u>Funding Source</u>	<u># of Budgets - Reason</u>	<u>Amount</u>
40 – DHHS General	7 – Carryover reconciliation / revised awards	\$ 66,646
75 – Federal Other	1 – Revised budget to include cash match	10,278
<b>TOTAL GRANTS</b>		<b>\$ 76,924</b>

General Fund Cash Match for Grants (1010315) – The original budget of \$2,686,072 included \$1,760,388 in Cash Out: Grant Required and \$925,684 in Appropriated for Cash Match (future grants).

Original Appropriated for Cash Match (future grants)	\$ 925,684
Used: 3552700 – NAHASDA - Housing Rehab	(267,000) April Reporting
3453451 – U.S.D.A. – Food Distribution Other	( 36,261) April Reporting
3753300 – Federal Transit Program	( 10,278) June Reporting
Balance Available	<u>\$ 612,145</u>

### B. MOD #9 Request - (7 budgets) Increase in budget authority - \$ 51,218

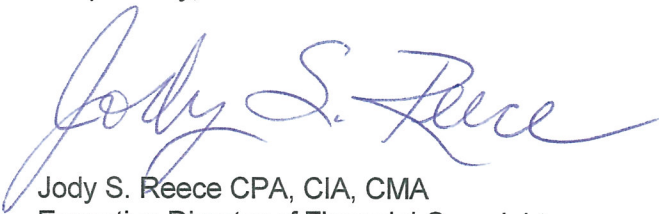
- Cultural Resources – 1010046 – General Fund: Modification requesting an increase in expenditure authorization of \$15,293 to purchase bikes for the RTR Bike Ride. The funding is provided by a donation from CNB. The new budget expenditure total is \$318,412.
- Tribal Youth Council – 1010230 – General Fund: Modification requesting an increase in expenditure authorization of \$20,010 for the Tribal Youth Council to attend UNITY conference. The funding is provided by a donation from CNB. The new budget expenditure total is \$30,132.
- Unappropriated Reserves – 1010296 – General Fund: Modification requesting a decrease in expenditure authorization of \$50,000 to fund the increase in Land Development Land Ops (item 7). The Reserved by Appropriation account is now at \$8,365,962.

4. Senior Nutrition Sites – 1010450 – General Fund: Modification requesting an increase in expenditure authorization of \$95,000 for client food. Funding is provided by reductions in Community Family Advocates (item 5) and Elders in Need (item 6). The new budget expenditure total is \$444,211.
5. Community Family Advocates – 1010451 – General Fund: Modification requesting a decrease in expenditure authorization of \$20,000 to help fund the increase in Senior Nutrition Sites (item 4). The new budget expenditure total is \$285,076.
6. Elders In Need – 1010452 – General Fund: Modification requesting a decrease in expenditure authorization of \$75,000 to help fund the increase in Senior Nutrition Sites (item 4). The new budget expenditure total is \$675,000.
7. Land Development Land Ops – 1012350 – General Fund: Modification requesting an increase in expenditure authorization of \$65,915 for buffalo project corrals. The funding is provided from \$50,000 Unappropriated Reserves (item 3) and the balance from Other Income. The new budget **net** expenditure total is \$511,510.

**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 further 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



**CHEROKEE NATION - FY2016 BUDGET REQUEST FORM**

**PART-1**

Budget Period:	10/01/2015 - 09/30/2016	Budget Preparer	Name:	Jennifer Pigeon	Phone:	x5367
Contract Period:		Accounting Unit Director/Manager	Name:	Gloria Sly	Phone:	x5154
Contract Number:		Executive Director	Name:	Ron Etheridge	Phone:	x5153
Accounting Fund:	1-General Fund	1st Person Responsible	Employee #	1010176		
Funding Source:	01-Cherokee Nation					
AU Description:	Cultural Resources					
Accounting Unit:	1010046					
Date/Time Printed:	01-Jun-16 01:58 PM					

Notes: Records donation from CNB to purchase bikes for the RTR Bike Ride.

**PART-2**

<b>Staffing Summary:</b>		<b>FY 2016 REVISION 1</b>	<b>FY 2016 ORIG REQUEST</b>	<b>Incr \ (Decr)</b>
# of Regular Full-Time Employee Equivalents:		2.50	2.50	-
# 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>2.50</b>	<b>2.50</b>	<b>-</b>

**PART-3**

<b>Revenues:</b>	(Show as positive #)	<b>Account #</b>			<b>Incr \ (Decr)</b>
Contributions & donations		480010	\$15,293		\$ 15,293
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!					\$ -
<b>Total Revenues</b>			<b>\$ 15,293</b>	<b>\$ -</b>	<b>\$ 15,293</b>

**PART-4**

<b>Expenditures:</b>		<b>Account #</b>	<b>Subject to IDC ?</b>		<b>Subject to IDC ?</b>		<b>Incr \ (Decr)</b>
DO NOT COPY TO, COPY ABOVE, OR REMOVE THIS LINE!			<b>YES</b>	<b>NO</b>	<b>YES</b>	<b>NO</b>	
Salaries & wages		600000	\$117,950		\$114,748		
Fringe benefits		610000	\$38,924		\$37,867		\$ 3,202
Staff development & training		620000	\$1,500		\$1,500		\$ 1,057
Background checks		620510	\$500		\$500		\$ -
Travel-staff		630000	\$17,000		\$19,000		\$ -
Contract services < \$5K		640000	\$6,500		\$6,500		\$ (2,000)
Contract services >=\$5K		650000		\$60,000		\$60,001	\$ -
Supplies		680000	\$21,610		\$6,359		\$ (1)
Communication & reproduction		690000	\$7,000		\$7,000		\$ 15,251
Direct billed: telephone expense		690080	\$800		\$800		\$ -
Direct billed: cell/mobile phone		690090	\$3,500		\$3,500		\$ -
Direct billed: mailing cost		690120	\$700		\$700		\$ -
Direct billed: space cost		700080	\$14,100		\$14,100		\$ -
Employee mileage reimbursement		720040	\$450		\$450		\$ -
Food		760012	\$500		\$500		\$ -
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				\$ 60,000		\$ 60,001	\$ (1)
Expenditures SUBJECT to IDC			\$ 231,034		\$ 213,524		\$ 17,510
Indirect Cost Rate (If blank or zero, must explain in Notes above)			11.85%		13.86%		
Indirect Cost Allocation		970000	\$ 27,378		\$ 29,594		\$ (2,216)
<b>Total Expenditures</b>			<b>\$ 318,412</b>		<b>\$ 303,119</b>		<b>\$ 15,293</b>

<b>Revenues OVER \ (UNDER) Expenditures</b>			<b>\$ (303,119)</b>	<b>\$ (303,119)</b>	<b>\$ -</b>
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**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>			<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

Take to Narrative ==>

			<b>\$ 318,412</b>	<b>\$ 303,119</b>	<b>\$ -</b>
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<b>Excess\ (Deficit) of Revenues, Expenditures and Net Transfers</b>			<b>\$ (303,119)</b>	<b>\$ (303,119)</b>	<b>\$ -</b>
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0 PAYROLL WORKSHEET

For Internal Purposes Only - Not For Distribution

Accounting Unit Description: Cultural Resources  
Accounting Unit Name: 1010046

For Budget Period: 10/01/2015 - 09/30/2016  
Prepared by: Jennifer Pigeon

Printed Date: 01-Jun-16  
Printed Time: 01:58 PM

Job Title	Position Vacant=N New=N Existing=E	Salary Class: Salary = S Hourly = H MOA/PA = N	Grade Range	Emp. #	Pay Rate	Expected Hours To Pay on this AU		Expected Wages (Gross)	Series-Status	Fringe Rate%	% Charged to this AU	On Multiple AUs	Expected Wages (Gross)	Expected Fringe Benefits
						Regular	Overtime							
1 SECRETARY	E	H	A03	103181	\$12.80	2,080		\$26,624	Full Time	33.00%	100%		\$26,624	\$8,786
2 PROGRAM LIAISON	E	S	E08	103511	\$30.74	1,560		\$47,954	Full Time	33.00%	100%		\$47,954	\$15,825
3 SPECIAL PROJECTS OFFICER	E	S	P09	103871	\$17.24	2,080		\$35,859	Full Time	33.00%	50%	x	\$17,930	\$5,917
4 PROGRAM LIAISON	E	S	E08	103511	\$36.72	520		\$19,094	Full Time	33.00%	100%		\$19,094	\$6,301
5										0.00%			\$0	\$0
6										0.00%			\$0	\$0
7										0.00%			\$0	\$0
8										0.00%			\$0	\$0
9										0.00%			\$0	\$0
10										0.00%			\$0	\$0
11										0.00%			\$0	\$0
12										0.00%			\$0	\$0
13										0.00%			\$0	\$0
14										0.00%			\$0	\$0
15										0.00%			\$0	\$0
16										0.00%			\$0	\$0
17										0.00%			\$0	\$0
18										0.00%			\$0	\$0
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25										0.00%			\$0	\$0
26										0.00%			\$0	\$0
27										0.00%			\$0	\$0
28										0.00%			\$0	\$0
29										0.00%			\$0	\$0
30										0.00%			\$0	\$0
31										0.00%			\$0	\$0
32										0.00%			\$0	\$0
33										0.00%			\$0	\$0
34										0.00%			\$0	\$0
35										0.00%			\$0	\$0
36										0.00%			\$0	\$0
37										0.00%			\$0	\$0
38										0.00%			\$0	\$0
39										0.00%			\$0	\$0
40										0.00%			\$0	\$0
41										0.00%			\$0	\$0
42										0.00%			\$0	\$0
43										0.00%			\$0	\$0
44										0.00%			\$0	\$0
45										0.00%			\$0	\$0
46										0.00%			\$0	\$0
47										0.00%			\$0	\$0
48										0.00%			\$0	\$0
49										0.00%			\$0	\$0
50										0.00%			\$0	\$0
51 Anticipated Turnover													\$0	\$0
52 AU 3% Merit Increase													\$0	\$0
53 Christmas Bonus - Regular Full Time													\$3,348	\$1,105
54 Christmas Bonus - Regular Part Time													\$990	\$300
Totals										33.00%			\$117,950	\$38,624

Please input these totals on the Budget Request Form!

Acct Unit	1010046	Cultural Resources	Budget	1 FY 2016 Approved Budget	Budget	Budget Balance
Account	Expenditures	Encumbrances	Commitments	Total	Budget	Budget Balance
480010 0000	15,293.00-	0.00	0.00	15,293.00-	0.00	15,293.00
Contributions & donations						
600000 0000	78,736.04	0.00	0.00	78,736.04	114,748.00	36,011.96
Salaries & wages						
610000 0000	42,304.54	0.00	0.00	42,304.54	37,867.00	4,437.54-
Fringe benefits						
610160 0000	4,825.79-	0.00	0.00	4,825.79-	0.00	4,825.79
Annual leave used (contra)						
610180 0000	2,292.76	0.00	0.00	2,292.76	0.00	2,292.76-
Full time vacation taken						
610185 0000	2,533.03	0.00	0.00	2,533.03	0.00	2,533.03-
Vacation sell back						
610200 0000	1,283.04	0.00	0.00	1,283.04	0.00	1,283.04-
Sick leave						
610210 0000	1,283.04-	0.00	0.00	1,283.04-	0.00	1,283.04
Sick leave used (contra)						
610260 0000	4,006.42-	0.00	0.00	4,006.42-	0.00	4,006.42
Holiday leave used (contra)						
610270 0000	4,006.42	0.00	0.00	4,006.42	0.00	4,006.42-
Holiday observance: full-time						
620000 0000	1,425.00	0.00	0.00	1,425.00	1,500.00	75.00
Staff development & training						
620510 0000	76.00	0.00	0.00	76.00	500.00	424.00
Background checks						
630000 0000	113.40	0.00	0.00	113.40	19,000.00	18,886.60
Travel-staff						
630020 0000	331.18	0.00	0.00	331.18	0.00	331.18-
Mileage-travel exp stmt						
630040 0000	356.92	225.31	0.00	582.23	0.00	582.23-
Tolls/parking-travel						
630050 0000	2,143.25	0.00	0.00	2,143.25	0.00	2,143.25-
Per diem						
630070 0000	4,784.08	0.00	0.00	4,784.08	0.00	4,784.08-
Lodging						
630080 0000	5.95	0.00	0.00	5.95	0.00	5.95-
Travel: communications						
630090 0000	3,407.40	0.00	0.00	3,407.40	0.00	3,407.40-
Air fares						

CHEROKEE NATION - FY2016 BUDGET REQUEST FORM

PART-1

Budget Period:	10/01/2015 - 09/30/2016	Budget Preparer	Name:	Jennifer Pigeon	Phone:	x5367
Contract Period:		Accounting Unit Director/Manager	Name:	Gloria Sly	Phone:	x5154
Contract Number:		Executive Director	Name:	Ron Etheridge	Phone:	x5153
Accounting Fund:	1-General Fund	1st Person Responsible	Employee #	101076		
Funding Source:	01-Cherokee Nation					
AU Description:	Tribal Youth Council					
Accounting Unit:	1010230					
Date/Time Printed:	01-Jun-16 02:06 PM					

Notes: To record \$20,010.01 donation from CNB for the Tribal Youth Council to attend UNITY conference.

PART-2

Staffing Summary:

	FY 2016 REVISION 1	FY 2016 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:	Account #		Incr \ (Decr)
Contributions & donations	480010	\$20,010	\$ 20,010
Please enter a valid account number - >>>			\$ -
Please enter a valid account number - >>>			\$ -
Please enter a valid account number - >>>			\$ -
<b>Total Revenues</b>		\$ 20,010	\$ 20,010

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		\$ -
Travel-staff	630000	\$20,050		\$2,000		\$ -
Student activities	670110	\$1,530		\$1,530		\$ 18,050
Client food	670230	\$900		\$900		\$ -
Supplies	680000	\$4,440		\$4,440		\$ -
Direct billed: mailing cost	690120	\$20		\$20		\$ -
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		\$ 26,940	\$ -	\$ 8,890	\$ -	\$ -
Expenditures SUBJECT to IDC		\$ 3,192	\$ -	\$ 1,232	\$ -	\$ 1,960
Indirect Cost Rate (If blank or zero, must explain in Notes above)		11.85%		13.86%		\$ 18,050
Indirect Cost Allocation	970000					\$ -
<b>Total Expenditures</b>		\$ 30,132	\$ -	\$ 10,122	\$ -	\$ 1,960
Revenues OVER \ (UNDER) Expenditures		\$ (10,122)		\$ (10,122)		\$ -

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				\$ -
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				\$ -

Take to Narrative ==>		\$ 30,132	\$ 10,122	\$ -
<b>Excess\ (Deficit) of Revenues, Expenditures and Net Transfers</b>		\$ (10,122)	\$ (10,122)	\$ -

Acct Unit	1010230	Tribal Youth Council	Budget	1 FY 2016	Approved Budget	Total	Budget	Budget Balance
Account	Expenditures	Encumbrances	Commitments	Total	Commitments	Budget	Budget Balance	
480010 0000	20,010.01-	0.00	0.00	20,010.01-	0.00	0.00	20,010.01	
Contributions & donations	400.00	0.00	0.00	400.00	0.00	0.00	400.00-	
Salaries & wages	161.14	0.00	0.00	161.14	0.00	0.00	161.14-	
Fringe benefits	25.00	0.00	0.00	25.00	0.00	0.00	25.00-	
Staff development & training	0.00	0.00	0.00	0.00	2,000.00	2,000.00	2,000.00	
Travel-staff	0.00	0.00	0.00	0.00	1,530.00	1,530.00	1,530.00	
670110 0000	911.85	81.65	0.00	993.50	900.00	900.00	93.50-	
Student activities	88.75	33.30	0.00	122.05	4,440.00	4,440.00	4,317.95	
Client food	16.23	0.00	0.00	16.23	20.00	20.00	3.77	
690120 0000	40.00	0.00	0.00	40.00	0.00	0.00	40.00-	
Direct billed: mailing cost	207.73	0.00	0.00	207.73	1,232.00	1,232.00	1,024.27	
Direct billed: printing/copying	18,159.31-	114.95	0.00	18,044.36-	10,122.00	10,122.00	28,166.36	
Indirect cost(IDC): allocation	18,159.31-	114.95	0.00	18,044.36-	10,122.00	10,122.00	28,166.36	
Acct Unit Total	18,159.31-	114.95	0.00	18,044.36-	10,122.00	10,122.00	28,166.36	
Company Total	18,159.31-	114.95	0.00	18,044.36-	10,122.00	10,122.00	28,166.36	
Report Total	18,159.31-	114.95	0.00	18,044.36-	10,122.00	10,122.00	28,166.36	

**CHEROKEE NATION - FY2016 BUDGET REQUEST FORM**

**PART-1**

Budget Period:	10/01/2015 - 09/30/2016	Budget Preparer	Phone: 918-453-5613
Contract Period:		Name:	Gaylon Thompson
Contract Number:		Accounting Unit Director/Manager	Phone: 918-453-5305
Accounting Fund:	1-General Fund	Name:	Jamie Cole
Funding Source:	01-Cherokee Nation	Executive Director	Phone: 918-207-3902
AU Description:	Unappropriated Reserves	Name:	Lacey Horn
Accounting Unit:	1010296	1st Person Responsible	
Place IDC Rate in Part 4 Below		Employee #	108243
Date/Time Printed:	03-Jun-16 11:41 AM		

Notes: Budget increase of \$50,000 on AU 1012350, Land Development Land Ops.

**PART-2**

Staffing Summary:	FY 2016 REVISION 3	FY 2016 REVISION 2	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: "unappropriated" PY	490010	\$10,763,743	\$10,763,743	\$ -
Please enter a valid account number - >>>				\$ -
<b>DO NOT COPY TO, COPY BELOW, OR REMOVE THIS LINE!</b>				\$ -
<b>Total Revenues</b>		<b>\$ 10,763,743</b>	<b>\$ 10,763,743</b>	<b>\$ -</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	\$0				\$ -
Fringe benefits	610000	\$0				\$ -
Reserved by appropriation	760060		\$8,365,962		\$8,415,962	\$ (50,000)
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			\$ 8,365,962		\$ 8,415,962	\$ (50,000)
Expenditures SUBJECT to IDC		\$ -		\$ -		\$ -
Indirect Cost Rate (If blank or zero, must explain in Notes above)		13.86%		13.86%		\$ -
Indirect Cost Allocation	970000	\$ -		\$ -		\$ -
<b>Total Expenditures</b>			<b>\$ 8,365,962</b>		<b>\$ 8,415,962</b>	<b>\$ (50,000)</b>

<b>Revenues OVER \ (UNDER) Expenditures</b>		<b>\$ 2,397,781</b>	<b>\$ 2,347,781</b>	<b>\$ 50,000</b>
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**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		\$914,000		\$914,000	\$ -
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>\$ (914,000)</b>	<b>\$ (914,000)</b>	<b>\$ -</b>
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Take to Narrative ==>		<b>\$ 9,279,962</b>	<b>\$ 9,329,962</b>	<b>\$ -</b>
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<b>Excess\ (Deficit) of Revenues, Expenditures and Net Transfers</b>		<b>\$ 1,483,781</b>	<b>\$ 1,433,781</b>	<b>\$ 50,000</b>
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**CHEROKEE NATION - FY2016 BUDGET REQUEST FORM**

**PART-1**

Budget Period:	10/01/2015 - 09/30/2016	Budget Preparer	Phone: 5375
Contract Period:		Name:	Penny Norseworthy/Stephen Walker
Contract Number:		Accounting Unit Director/Manager	Phone: 5346
Accounting Fund:	1-General Fund	Name:	Jerry Snell
Funding Source:	01-Cherokee Nation	Executive Director	Phone: 5355
AU Description:	Senior Nutrition Sites	Name:	Marsha Lamb
Accounting Unit:	1010450	1st Person Responsible	Employee # 100167
Date/Time Printed: 16-May-16 04:34 PM			

Notes: The transfer of funds in from other AU's, 1010451 and 1010452 in the amount of \$95K.

**PART-2**

Staffing Summary:	FY 2016 REVISION 1	FY 2016 ORIG REQUEST	Incr \ (Decr)
# of Regular Full-Time Employee Equivalents:	0.59	0.59	-
# of Regular Part-Time Employee Equivalents:	12.34	12.34	-
# of Temp. Full-Time Employee Equivalents:			-
# of Temp. Part-Time Employee Equivalents:	0.98	0.98	-
# of Other Employee Equivalents:			-
<b>TOTAL NUMBER OF EMPLOYEE-EQUIVALENTS</b>	<b>13.91</b>	<b>13.91</b>	<b>-</b>

**PART-3**

Revenues: (Show as positive #)	Account #	Incr \ (Decr)
Grants / contracts revenue	400000	\$ -
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!		\$ -
<b>Total Revenues</b>		<b>\$ -</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	\$203,055		\$203,055		\$ -
Fringe benefits	610000	\$30,802		\$30,802		\$ -
Client food	670230	\$137,253		\$53,817		\$ 83,436
Supplies	680000	\$2,228		\$2,228		\$ -
Direct billed: telephone expense	690080	\$800		\$800		\$ -
Direct billed: mailing cost	690120	\$500		\$500		\$ -
Direct billed: printing/copying	690130	\$1,500		\$1,500		\$ -
Direct billed: space cost	700080	\$5,500		\$5,500		\$ -
Utilities	700010	\$4,000		\$4,000		\$ -
Property insurance	710010	\$1,000		\$1,000		\$ -
Direct billed: auto insurance	710100	\$500		\$500		\$ -
Employee mileage reimbursement	720040	\$500		\$500		\$ -
Direct billed: GSA vehicle	720050	\$2,000		\$2,000		\$ -
R & m equipment	730040	\$500		\$500		\$ -
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			\$ -		\$ -	\$ -
Expenditures SUBJECT to IDC		\$ 390,138		\$ 306,702		\$ 83,436
Indirect Cost Rate (If blank or zero, must explain in Notes above)		13.86%		13.86%		\$ -
Indirect Cost Allocation	970000	\$ 54,073		\$ 42,509		\$ 11,564
<b>Total Expenditures</b>			\$ 444,211		\$ 349,211	\$ 95,000

Revenues OVER \ (UNDER) Expenditures \$ (444,211) \$ (349,211) \$ (95,000)

**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				\$ -
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				\$ -

Take to Narrative ==> \$ 444,211 \$ 349,211

Excess\ (Deficit) of Revenues, Expenditures and Net Transfers \$ (444,211) \$ (349,211) \$ (95,000)

0 PAYROLL WORKSHEET

Accounting Unit Description: Senior Nutrition Sites  
 Accounting Unit Name: 1010450  
 For Budget Period: 10/01/2015 - 09/30/2016  
 Prepared by: Penny Norseworthy/Stephen Walker  
 Printed Date: 17-May-16  
 Printed Time: 08:27 AM

Job Title	Position Vacant=V New=N Existing=E	Salary Class: Salary = S Hourly = H MOA/PA = N	Grade Range	Emp. #	Pay Rate	Expected Hours To Pay on this AU		Expected Wages (Gross)	Series-Status	Fringe Rate%	% Charged to this AU	On Multiple AUs	Expected Wages (Gross)	Expected Fringe Benefits
						Regular	Overtime							
TOTAL PERSONNEL COST FOR EMPLOYEE														
1 COOK I	V	H	G05	100000	\$9.50	1,040	0	\$9,880	Part Time	13.30%	98%	X	\$9,662	\$1,288
2 COOK I	E	H	G05	100409	\$9.89	1,700	0	\$16,813	Part Time	13.30%	98%	X	\$16,477	\$2,191
3 COOK I	E	H	G05	100468	\$10.02	1,040	0	\$10,421	Part Time	13.30%	98%	X	\$10,213	\$1,358
4 COOK I	E	H	G05	100606	\$9.93	1,040	0	\$10,327	Part Time	13.30%	98%	X	\$10,120	\$1,346
5 COOK I	E	H	G05	102023	\$9.64	2,080	0	\$20,051	Part Time	13.30%	98%	X	\$19,630	\$1,547
6 COOK I	E	H	G05	102213	\$9.50	1,040	0	\$9,880	Part Time	13.30%	98%	X	\$9,662	\$1,288
7 COOK FOREMAN	E	H	M02	102825	\$15.15	2,080	0	\$31,512	Full Time	33.00%	2%	X	\$630	\$208
8 COOK I	E	H	G05	102839	\$9.71	1,700	0	\$16,507	Part Time	13.30%	98%	X	\$16,177	\$2,152
9 COOK I	E	H	G05	107402	\$9.50	1,700	0	\$16,150	Temp FT or PT	9.60%	98%	X	\$15,827	\$1,519
10 COOK I	E	H	G05	106074	\$10.32	1,700	0	\$17,544	Part Time	13.30%	98%	X	\$17,193	\$2,287
11 COOK I	E	H	G05	108063	\$10.36	1,700	0	\$17,612	Part Time	13.30%	98%	X	\$17,260	\$2,296
12 COOK I	E	H	G05	108421	\$10.85	1,700	0	\$18,445	Part Time	13.30%	98%	X	\$18,076	\$2,404
13 COOK I	E	H	G05	108547	\$10.89	1,700	0	\$18,513	Part Time	13.30%	98%	X	\$18,143	\$2,413
14 COOK I	E	H	G05	109026	\$10.64	1,700	0	\$18,088	Part Time	13.30%	98%	X	\$17,726	\$2,358
15 FAMILY ADVOCATE	E	H	P06	100447	\$15.47	2,080	0	\$32,178	Full Time	33.00%	10%	X	\$3,218	\$1,062
16 FAMILY ADVOCATE	E	H	P06	100822	\$15.43	2,080	0	\$32,094	Full Time	33.00%	10%	X	\$3,209	\$1,059
17 MGR HUMAN SERVICES	E	S	M07	103354	\$29.96	2,080	0	\$62,317	Full Time	33.00%	10%	X	\$6,232	\$2,057
18 FAMILY ADVOCATE	E	H	P06	103976	\$17.18	2,080	0	\$35,734	Full Time	33.00%	10%	X	\$3,573	\$1,179
19 CLERK III	E	H	A04	104378	\$14.86	2,080	0	\$30,909	Full Time	33.00%	5%	X	\$1,545	\$510
20 ASST MGR HUMAN SERVICES	E	S	M05	107818	\$21.13	2,080	0	\$43,950	Full Time	33.00%	12%	X	\$5,274	\$1,740
21										0.00%			\$0	\$0
22										0.00%			\$0	\$0
23										0.00%			\$0	\$0
24										0.00%			\$0	\$0
25										0.00%			\$0	\$0
26										0.00%			\$0	\$0
27										0.00%			\$0	\$0
28										0.00%			\$0	\$0
29										0.00%			\$0	\$0
30										0.00%			\$0	\$0
31										0.00%			\$0	\$0
32										0.00%			\$0	\$0
33										0.00%			\$0	\$0
34										0.00%			\$0	\$0
35										0.00%			\$0	\$0
36										0.00%			\$0	\$0
37										0.00%			\$0	\$0
38										0.00%			\$0	\$0
39										0.00%			\$0	\$0
40										0.00%			\$0	\$0
41										0.00%			\$0	\$0
42										0.00%			\$0	\$0
43										0.00%			\$0	\$0
44										0.00%			\$0	\$0
45										0.00%			\$0	\$0
46										0.00%			\$0	\$0
47										0.00%			\$0	\$0
48										0.00%			\$0	\$0
49										0.00%			\$0	\$0
50										0.00%			\$0	\$0
51 Anticipated Turnover														
52 All 3% Merit Increase														
53 Christmas Bonus - Regular Full Time														
54 Christmas Bonus - Regular Part Time														
Totals												\$203,055	\$30,802	

Please input these totals on the Budget Request Form!



**CHEROKEE NATION - FY2016 BUDGET REQUEST FORM**

**PART-1**

Budget Period:	10/01/2015 - 09/30/2016	Budget Preparer	Phone: 5375
Contract Period:		Name:	Penny Norseworthy/Stephen Walker
Contract Number:		Accounting Unit Director/Manager	Phone: 5346
Accounting Fund:	1-General Fund	Name:	Jerry Snell
Funding Source:	01-Cherokee Nation	Executive Director	Phone: 5355
AU Description:	Community Family Advocates	Name:	Marsha Lamb
Accounting Unit:	1010451	1st Person Responsible	Employee #
Place IDC Rate in Part 4 Below			100167
Date/Time Printed:	16-May-16 04:37 PM		

Notes: Transfer of funds in the amount of \$20K into the senior nutrition AU.

**PART-2**

**Staffing Summary:**

	FY 2016 REVISION 1	FY 2016 ORIG REQUEST	Incr \ (Decr)
# of Regular Full-Time Employee Equivalents:	5.25	5.25	-
# 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>5.25</b>	<b>5.25</b>	<b>-</b>

**PART-3**

Revenues: (Show as positive #)	Account #	Incr \ (Decr)
Grants / contracts revenue	400000	
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!		\$ -
<b>Total Revenues</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	\$160,255		\$160,255		\$ -
Fringe benefits	610000	\$52,884		\$52,884		\$ -
Supplies	680000	\$6,000		\$5,000		\$ 1,000
Direct billed: cell/mobile phone	690090	\$3,600		\$3,600		\$ -
Direct billed: space cost	700080	\$8,135		\$13,000		\$ (4,865)
Direct billed: GSA vehicle	720050	\$18,000		\$31,701		\$ (13,701)
Food	760012	\$1,500		\$1,500		\$ -
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			\$ -		\$ -	\$ -
Expenditures SUBJECT to IDC		\$ 250,374		\$ 267,940		\$ (17,566)
Indirect Cost Rate (If blank or zero, must explain in Notes above)		13.86%		13.86%		\$ (2,434)
Indirect Cost Allocation	970000	\$ 34,702		\$ 37,136		\$ (2,434)
<b>Total Expenditures</b>			\$ 285,076		\$ 305,076	\$ (20,000)
Revenues OVER \ (UNDER) Expenditures			\$ (285,076)		\$ (305,076)	\$ 20,000

**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				\$ -
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 ==>		\$ 285,076		\$ 305,076	\$ -
<b>Excess\ (Deficit) of Revenues, Expenditures and Net Transfers</b>		\$ (285,076)		\$ (305,076)	\$ 20,000

0 PAYROLL WORKSHEET

Accounting Unit Description: Community Family Advocates For Budget Period: 10/01/2015 - 09/30/2016 Printed Date: 17-May-16  
 Accounting Unit Name: 1010451 Prepared by: Penny Norseworthy/Stephen Walker Printed Time: 08:31 AM

Job Title	Position Vacant=V New=N Existing=E	Salary Class: Salary = S Hourly = H MOA/PA = N	Grade Range	Emp. #	Pay Rate	Expected Hours To Pay on this AU		Expected Wages (Gross)	Series-Status	Fringe Rate%	% Charged to this AU	On Multiple AUs	Expected Wages (Gross)	Expected Fringe Benefits
						Regular	Overtime							
1 FAMILY ADVOCATE	E	H	P06	103781	\$13.77	2,080	0	\$28,642	Full Time	33.00%	100%		\$28,642	\$9,452
2 FAMILY ADVOCATE	E	H	P06	102099	\$14.18	2,080	0	\$29,494	Full Time	33.00%	100%		\$29,494	\$9,733
3 FAMILY ADVOCATE	E	H	P06	107511	\$19.92	2,080	0	\$41,434	Full Time	33.00%	100%		\$41,434	\$13,673
4 CUSTOMER SVC REP	E	H	A05	102440	\$10.72	2,080	0	\$22,298	Full Time	33.00%	100%		\$22,298	\$7,358
5 FAMILY ADVOCATE	E	H	P06	102641	\$14.18	2,080	0	\$29,494	Full Time	33.00%	100%		\$29,494	\$9,733
6 MGR HUMAN SERVICES	E	S	M07	103354	\$29.96	2,080	0	\$62,317	Full Time	33.00%	25%	X	\$15,579	\$5,141
7										0.00%			\$0	\$0
8										0.00%			\$0	\$0
9										0.00%			\$0	\$0
10										0.00%			\$0	\$0
11										0.00%			\$0	\$0
12										0.00%			\$0	\$0
13										0.00%			\$0	\$0
14										0.00%			\$0	\$0
15										0.00%			\$0	\$0
16										0.00%			\$0	\$0
17										0.00%			\$0	\$0
18										0.00%			\$0	\$0
19										0.00%			\$0	\$0
20										0.00%			\$0	\$0
21										0.00%			\$0	\$0
22										0.00%			\$0	\$0
23										0.00%			\$0	\$0
24										0.00%			\$0	\$0
25										0.00%			\$0	\$0
26										0.00%			\$0	\$0
27										0.00%			\$0	\$0
28										0.00%			\$0	\$0
29										0.00%			\$0	\$0
30										0.00%			\$0	\$0
31										0.00%			\$0	\$0
32										0.00%			\$0	\$0
33										0.00%			\$0	\$0
34										0.00%			\$0	\$0
35										0.00%			\$0	\$0
36										0.00%			\$0	\$0
37										0.00%			\$0	\$0
38										0.00%			\$0	\$0
39										0.00%			\$0	\$0
40										0.00%			\$0	\$0
41										0.00%			\$0	\$0
42										0.00%			\$0	\$0
43										0.00%			\$0	\$0
44										0.00%			\$0	\$0
45										0.00%			\$0	\$0
46										0.00%			\$0	\$0
47										0.00%			\$0	\$0
48										0.00%			\$0	\$0
49										0.00%			\$0	\$0
50										0.00%			\$0	\$0
51 Anticipated Turnover														
52 AU 3% Merit Increase														
53 Christmas Bonus - Regular Full Time														
54 Christmas Bonus - Regular Part Time														
Totals													\$160,255	\$52,884

Please input these totals on the Budget Request Form!

**CHEROKEE NATION - FY2016 BUDGET REQUEST FORM**

**PART-1**

Budget Period:	10/01/2015 - 09/30/2016	Budget Preparer	Phone: 5375
Contract Period:		Name:	Penny Norseworthy/Stephen Walker
Contract Number:		Accounting Unit Director/Manager	Phone: 5346
Accounting Fund:	1-General Fund	Name:	Jerry Snell
Funding Source:	01-Cherokee Nation	Executive Director	Phone: 5355
AU Description:	Elders In Need	Name:	Marsha Lamb
Accounting Unit:	1010452	1st Person Responsible	Employee #
Date/Time Printed: 16-May-16 04:33 PM		100167	

Notes: Transfer of funds in the amount of \$75K into the senior nutrition AU.

**PART-2**

**Staffing Summary:**

	FY 2016 REVISION 1	FY 2016 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)
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!		\$ -
<b>Total Revenues</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				\$ -
Fringe benefits	610000	\$0				\$ -
Client services - Human Svcs	670005		\$655,000		\$730,000	\$ (75,000)
Supplies	680000	\$717		\$717		\$ -
Communication & reproduction	690000	\$14,448		\$14,448		\$ -
Direct billed: mailing cost	690120	\$2,400		\$2,400		\$ -
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!						\$ -
<b>Expenditures NOT Subject to IDC</b>						
<b>Expenditures SUBJECT to IDC</b>		\$ 17,565	\$ 655,000	\$ 17,565	\$ 730,000	\$ (75,000)
Indirect Cost Rate (If blank or zero, must explain in Notes above)		13.86%		13.86%		\$ -
Indirect Cost Allocation	970000	\$ 2,435		\$ 2,435		\$ -
<b>Total Expenditures</b>			\$ 675,000		\$ 750,000	\$ (75,000)

<b>Revenues OVER \ (UNDER) Expenditures</b>		\$ (675,000)	\$ (750,000)	\$ 75,000
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<b>Transfers In\Out - (Show ALL as Positive Numbers)</b>				
<b>Operating Transfers IN</b>				
Other financing sources				
Cash in: tribally required	900000			\$ -
Cash in: grant required	900010			\$ -
Cash in: motor fuel tax	900020			\$ -
Cash in: vehicle tax	900040			\$ -
Cash in: interprogram contract	900050			\$ -
Cash in: debt service	900060			\$ -
	900070			\$ -
<b>Operating Transfers OUT</b>				
Other financing uses				
Cash out: tribally required	900001			\$ -
Cash out: grant required	900011			\$ -
Cash out: motor fuel tax	900021			\$ -
Cash out: vehicle tax	900041			\$ -
Cash out: interprogram contract	900051			\$ -
Cash out: debt service	900061			\$ -
	900071			\$ -

<b>Transfers In\Out - Net</b>		\$ -	\$ -	\$ -
Take to Narrative ==>		\$ 675,000	\$ 750,000	\$ -

<b>Excess\ (Deficit) of Revenues, Expenditures and Net Transfers</b>		\$ (675,000)	\$ (750,000)	\$ 75,000
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CHEROKEE NATION - FY2016 BUDGET REQUEST FORM

PART-1

Budget Period:	10/01/2015 - 09/30/2016	Budget Preparer	Phone: 5671
Contract Period:		Name:	Kathy Nelson
Contract Number:		Accounting Unit Director/Manager	Phone: 7069
Accounting Fund:	1-General Fund	Name:	Gunter Gulager
Funding Source:	01-Cherokee Nation	Executive Director	Phone: 5340
AU Description:	Land Development Land Ops	Name:	Bruce Davis
Accounting Unit:	1012350	1st Person Responsible	Employee # 102220
Place IDC Rate in Part 4 Below			
Date/Time Printed:	03-Jun-16 11:53 AM		

Mod of \$50,000 for buffalo project. Changed idc rate to new rate of 11.85%.

PART-2

Staffing Summary:

	FY 2016 REVISION 5	FY 2016 REVISION 4	Incr \ (Decr)
# of Regular Full-Time Employee Equivalents:	14.85	14.04	0.81
# of Regular Part-Time Employee Equivalents:	1.40	1.40	-
# of Temp. Full-Time Employee Equivalents:	1.22	1.22	-
# of Temp. Part-Time Employee Equivalents:			-
# of Other Employee Equivalents:			-
<b>TOTAL NUMBER OF EMPLOYEE-EQUIVALENTS</b>	<b>17.47</b>	<b>16.66</b>	<b>0.81</b>

PART-3

Revenues: (Show as positive #)	Account #			Incr \ (Decr)
Property Rentals	420000	\$600,000	\$600,000	\$ -
Carryover: "appropriated" PY	490000	\$64,540	\$64,540	\$ -
Other Income	499000	\$15,915		\$ 15,915
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>\$ 680,455</b>	<b>\$ 664,540</b>	<b>\$ 15,915</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	\$573,754		\$546,288		\$ 27,466
Fringe benefits	610000	\$177,460		\$168,396		\$ 9,064
Staff development & training	620000	\$500		\$500		\$ -
Travel-staff	630000	\$3,000		\$3,000		\$ -
Contract services < \$5K	640000	\$23,170		\$23,170		\$ -
Contract services >=\$5K	650000		\$122,120		\$119,770	\$ 2,350
Supplies	680000	\$46,967		\$34,141		\$ 12,826
Equipment < \$5K	680070					\$ -
Direct billed: cell/mobile phone	690090	\$4,900		\$4,900		\$ -
Direct billed: internet	690110	\$1,000		\$1,000		\$ -
Utilities	700010	\$18,100		\$18,100		\$ -
Direct billed: space cost	700080	\$10,000		\$10,000		\$ -
Property taxes	710000		\$30,147		\$30,147	\$ -
Direct billed: property insurance	710090	\$5,000		\$5,000		\$ -
Direct billed: auto insurance	710100	\$1,100		\$1,100		\$ -
Direct billed: contractor eqp ins	710140	\$6,000		\$6,000		\$ -
Fuel, oil	720020	\$5,601		\$5,601		\$ -
Employee mileage reimbursement	720040	\$1,000		\$1,000		\$ -
Direct billed: gas cards	720070	\$6,000		\$6,000		\$ -
Building maintenance	730000	\$1,250		\$1,250		\$ -
Grounds maintenance	730020	\$3,264		\$3,264		\$ -
R & m equipment	730040	\$20,000		\$15,000		\$ 5,000
Advertising	740000	\$100		\$100		\$ -
Other operational	760010	\$1,000		\$1,000		\$ -
Food	760012	\$2,500		\$2,500		\$ -
Land improvements >=\$5K	770060		\$20,000			\$ 20,000
Please enter a valid account number - >>>						\$ -
<b>DO NOT COPY TO, COPY BELOW, OR REMOVE THIS LINE!</b>						
<b>Expenditures NOT Subject to IDC</b>			\$ 172,267		\$ 149,917	\$ 22,350
<b>Expenditures SUBJECT to IDC</b>		\$ 911,666		\$ 857,310		\$ 54,356
Indirect Cost Rate (If blank or zero, must explain in Notes above)		11.85%		13.86%		
Indirect Cost Allocation		970000				
<b>Total Expenditures</b>		\$ 108,032	\$ 1,191,965	\$ 118,823	\$ 1,126,050	\$ (10,791)
<b>Revenues OVER \ (UNDER) Expenditures</b>			\$ (511,510)		\$ (461,510)	\$ (50,000)

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					\$ -

Take to Narrative ==>		\$ 1,191,965	\$ 1,126,050	
<b>Excess\ (Deficit) of Revenues, Expenditures and Net Transfers</b>		<b>\$ (511,510)</b>	<b>\$ (461,510)</b>	<b>\$ (50,000)</b>

**PAYROLL WORKSHEET**

Accounting Unit Description: Land Development Land Ops  
 Accounting Unit Name: 1012350  
 For Budget Period: 10/01/2015 - 09/30/2016  
 Prepared by: Kathy Nelson  
 Printed Date: 02-Jun-16  
 Printed Time: 04:41 PM

Job Title	Position Vacant=V New=N Existing=E	Salary Class: Salary = S Hourly = H MOA/PA = N	Grade Range	Emp. #	Pay Rate	Expected Hours To Pay on this AU		Expected Wages (Gross)	Series-Status	Fringe Rate%	% Charged to this AU	On Multiple AUs	Expected Wages (Gross)	Expected Fringe Benefits
						Regular	Overtime							
1 BUDGET ANALYST	E	H	P07	108477	\$23.56	2,080		\$49,000	Full Time	33.00%		\$49,000	\$16,170	
2 NATURAL RESOURCES TECH	E	H	T04	107492	\$18.56	2,080		\$38,605	Full Time	33.00%		\$38,605	\$12,740	
3 SKILLED LABORER	E	H	G06	109739	\$12.02	2,080		\$25,002	Full Time	33.00%		\$25,002	\$8,251	
4 NATURAL RESOURCES SPEC	E	H	P08	108904	\$19.92	2,080		\$41,434	Full Time	33.00%		\$41,434	\$13,673	
5 SPECIAL PROJECTS OFFICER	E	S	P09	108195	\$27.80	2,080		\$57,817	Full Time	30%	X	\$17,345	\$5,724	
6 MAINT SKILLED LABORER	E	H	G06	106326	\$11.91	2,080		\$24,773	Full Time	33.00%		\$24,773	\$8,175	
7 DIR NATURAL RESOURCES	E	S	M08	102220	\$31.07	2,080		\$64,626	Full Time	33.00%		\$64,626	\$20,532	
8 MAINT WORKER	E	H	G05	102886	\$12.40	2,080		\$23,338	Part Time	13.30%		\$15,475	\$2,068	
9 MAINT SKILLED LABORER	E	H	G06	108967	\$11.22	2,080		\$23,338	Full Time	33.00%		\$23,338	\$7,702	
10 SUPV NATURAL RES FIELD	E	S	M05	107618	\$28.60	2,080		\$53,248	Full Time	33.00%	X	\$10,650	\$3,515	
11 LEAD HEAVY EQUIP FINISH OPERAT	E	H	T07	108818	\$18.00	2,080		\$37,440	Full Time	33.00%		\$37,440	\$12,165	
12 HEAVY EQUIP OPR	E	H	CW3	104062	\$16.73	2,080		\$34,798	Full Time	33.00%		\$34,798	\$11,483	
13 MAINT TECHNICIAN	E	H	G05	102210	\$9.50	2,080		\$19,760	Full Time	33.00%		\$19,760	\$6,521	
14 MAINT WORKER	E	H	G05	103177	\$9.25	2,080		\$19,240	Full Time	33.00%		\$19,240	\$6,349	
15 LABORER	E	H	G06	103059	\$17.37	2,080		\$36,130	Full Time	33.00%		\$36,130	\$11,923	
16 FORESTRY TECH	E	H	T03	103047	\$15.35	2,080		\$31,928	Full Time	33.00%		\$31,928	\$10,374	
17 MAINT TECHNICIAN	E	H	G06	103047	\$17.37	2,080		\$36,130	Full Time	33.00%		\$36,130	\$11,923	
18 MAINT WORKER	E	H	G05	102310	\$9.50	2,080		\$19,760	Part Time	33.00%		\$19,760	\$6,521	
19 MAINT TECHNICIAN	E	H	G06	105030	\$13.25	2,080		\$27,560	Full Time	33.00%		\$27,560	\$9,187	
20 SUPV NATURAL RES FIELD	V	S	M05	104590	\$21.47	2,080		\$44,658	Full Time	33.00%	X	\$1,907	\$629	
21 MAINT TECHNICIAN	E	H	G06	102850	\$9.79	2,080		\$20,363	Full Time	33.00%		\$20,363	\$6,786	
22 LEAD HEAVY EQUIP FINISH OPERAT	E	H	T07	103054	\$19.93	2,080		\$41,464	Full Time	96.00%		\$40,816	\$13,469	
23 MAIN TECHNICIAN	E	H	G06	108123	\$9.30	2,080		\$19,344	Temp FT or PT	9.60%		\$15,401	\$1,478	
24 SKILLED LABORER	E	H	G06		\$9.30	2,080		\$19,344	Temp FT or PT	9.60%		\$15,401	\$1,478	
25										0.00%		\$0	\$0	
26										0.00%		\$0	\$0	
27										0.00%		\$0	\$0	
28										0.00%		\$0	\$0	
29										0.00%		\$0	\$0	
30										0.00%		\$0	\$0	
31										0.00%		\$0	\$0	
32										0.00%		\$0	\$0	
33										0.00%		\$0	\$0	
34										0.00%		\$0	\$0	
35										0.00%		\$0	\$0	
36										0.00%		\$0	\$0	
37										0.00%		\$0	\$0	
38										0.00%		\$0	\$0	
39										0.00%		\$0	\$0	
40										0.00%		\$0	\$0	
41										0.00%		\$0	\$0	
42										0.00%		\$0	\$0	
43										0.00%		\$0	\$0	
44										0.00%		\$0	\$0	
45										0.00%		\$0	\$0	
46										0.00%		\$0	\$0	
47										0.00%		\$0	\$0	
48										0.00%		\$0	\$0	
49										0.00%		\$0	\$0	
50										0.00%		\$0	\$0	
51 Anticipated Turnover														
52 AU 3% Merit Increase														
53 Christmas Bonus - Regular Full Time														
54 Christmas Bonus - Regular Part Time														
Totals												\$52,800	\$17,460	
												\$1,000	\$133	
												\$573,754	\$177,460	

Please input these totals on the Budget Request Form!

Acct Unit	1012350	Land Development Land Ops	Budget	1 FY 2016 Approved Budget	Total	Budget	Budget Balance
Account	Expenditures	Encumbrances	Commitments				
420000 0000	661,116.96-	0.00	0.00	661,116.96-	600,000.00-	61,116.96	
Property Rentals							
490000 0000	0.00	0.00	0.00	0.00	64,540.00-	64,540.00-	
Carryover: "appropriated" PY							
499000 0000	16,015.19-	0.00	0.00	16,015.19-	0.00	16,015.19	
Other Income							
499050 0000	950.00-	0.00	0.00	950.00-	0.00	950.00	
Program Income							
600000 0000	302,643.14	0.00	0.00	302,643.14	546,288.00	243,644.86	
Salaries & wages							
610000 0000	163,437.60	0.00	0.00	163,437.60	168,396.00	4,958.40	
Fringe benefits							
610160 0000	23,808.69-	0.00	0.00	23,808.69-	0.00	23,808.69	
Annual leave used (contra)							
610180 0000	21,709.89	0.00	0.00	21,709.89	0.00	21,709.89-	
Full time vacation taken							
610185 0000	2,098.80	0.00	0.00	2,098.80	0.00	2,098.80-	
Vacation sell back							
610200 0000	13,658.85	0.00	0.00	13,658.85	0.00	13,658.85-	
Sick leave							
610210 0000	13,658.85-	0.00	0.00	13,658.85-	0.00	13,658.85	
Sick leave used (contra)							
610260 0000	14,237.46-	0.00	0.00	14,237.46-	0.00	14,237.46	
Holiday leave used (contra)							
610270 0000	14,237.46	0.00	0.00	14,237.46	0.00	14,237.46-	
Holiday observance: full-time							
620000 0000	60.00	0.00	0.00	60.00	500.00	440.00	
Staff development & training							
630000 0000	0.00	0.00	0.00	0.00	3,000.00	3,000.00	
Travel-staff							
630060 0000	500.00	0.00	0.00	500.00	0.00	500.00-	
Meals							
640000 0000	2,270.00	2,050.00	5,040.00	9,360.00	23,170.00	13,810.00	
Contract services < \$5K							
650000 0000	53,405.00	16,135.00	0.00	69,540.00	119,770.00	50,230.00	
Contract services >=\$5K							
680000 0000	18,138.09	5,036.85	0.00	23,174.94	34,141.00	10,966.06	
Supplies							

# Cherokee Nation Act/Resolution Proposal Form

Act       Resolution

**ADMINISTRATIVE CLEARANCE**

Dept/Program: \_\_\_\_\_

AN ACT AMENDING LEGISLATIVE ACT #17-15 AUTHORIZING THE COMPREHENSIVE BUDGET FOR FISCAL YEAR 2016 OPERATING - MOD 09 ; AND DECLARING AN EMERGENCY

**TITLE:**

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

**Executive Director:**

DEPARTMENT CONTACT: Gaylon Thompson

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

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

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

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

**NARRATIVE:**

*Gaylon Thompson 6-6-16*

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

**Government Resources:**

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

**Administration Approval:**

*[Signature] 6-7-16*

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

**LEGISLATIVE CLEARANCE:**

**Legal & Legislative Coordinator:**

*[Signature] 6/7/16*

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

**Standing Committee & Date:**

*Executive Finance 6/23/16*

**Chairperson:**

*Taylor*

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

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

Date \_\_\_\_\_