

CHEROKEE NATION - FY2013 BUDGET REQUEST FORM

PART-1

Budget Period:	10/1/12-9/30/13	Budget Preparer	Phone: 207-4998
Contract Period:	10/1/12-9/30/13	Name:	K Dodge-Keiso
Contract Number:		Accounting Unit Director/Manager	Phone: 453-5914
Accounting Fund:	1-General Fund	Name:	Holly Davis
Funding Source:	01-Cherokee Nation	Group Leader	Phone: 453-5405
AU Description:	Cherokee Immersion Program	Name:	N Morton
Accounting Unit:	1010204	1st Person Responsible	
Place IDC Rate in Part 4 Below		Employee #	10-8784
		SBC Agreement:	Phone:
		Name:	

Date/Time Printed:	02-Nov-12 08:09 AM
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PART-2 Staffing Summary:

Notes: \$450k from AU 1010211 to reflect only charges of the Charter School's Pre-k through 8th Grade. This AU supports the partnership with CDC and the immersion 3 year old program. Overall there is not change in funding level of the approved budget.

	FY 2013 ORIG REQUEST	FY 2012 BUDGET	Incr \ (Decr)
# of Regular Full-Time Employee Equivalents:	6.00		6.00
# of Regular Part-Time Employee Equivalents:			-
# of Temp. Full-Time Employee Equivalents:			-
# of Temp. Part-Time Employee Equivalents:	2.00		2.00
# of Other Employee Equivalents:			-
TOTAL NUMBER OF EMPLOYEE-EQUIVALENTS	8.00		8.00

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 - >>>		\$ -
DO NOT COPY TO, COPY BELOW, OR REMOVE THIS LINE!		
Total Revenues		\$ -

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	\$219,298				\$ 219,298
Fringe benefits	610000	\$80,389				\$ 60,389
Staff development & training	620000	\$2,500				\$ 2,500
Travel-staff	630000	\$5,000				\$ 5,000
Contract services < \$5K	640000	\$1,533				\$ 1,533
Client food	670230	\$25,000				\$ 25,000
Supplies	680000	\$40,000				\$ 40,000
Communication & reproduction	690000	\$2,500				\$ 2,500
Direct billed: telephone expense	690080	\$2,500				\$ 500
Direct billed: mailing cost	690120	\$500				\$ 7,500
Lease/rent: furniture & equip	690500	\$7,500				\$ 25,000
Direct billed: space cost	700080	\$25,000				\$ 2,500
Food	760012	\$2,500				\$ -
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		\$ 394,218		\$ -		\$ 394,218
Indirect Cost Rate (if blank or zero, must explain in Notes above)		14.15%		13.73%		
Indirect Cost Allocation	970000	\$ 55,782		\$ -		\$ 55,782
Total Expenditures		\$ 450,000		\$ -		\$ 450,000

Revenues OVER \ (UNDER) Expenditures		\$ (450,000)		\$ -	\$ (450,000)
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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				\$ -

Transfers In/Out - Net		\$ -		\$ -	\$ -
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Take to Narrative ==>		\$ 450,000		\$ -	
Excess/(Deficit) of Revenues, Expenditures and Net Transfers		\$ (450,000)		\$ -	\$ (450,000)

0 PAYROLL WORKSHEET

Accounting Unit Description: Cherokee Immersion Program
 Accounting Unit Name: 1010204
 Printed Date: 02-Nov-12
 Printed Time: 08:09 AM

10/11/12-9/30/13
 K Dodge-Kelso

Job Title	Position Vacant=N Existing=E	Salary Class: Salary = S Hourly = H MO/PA = N	Grade Range	Emp. #	TOTAL PERSONNEL COST FOR EMPLOYEE			Totals For This Accounting Unit				
					Pay Rate	Expected Hours To Pay		Expected Wages (Gross)	Fringe Rate%	% Perc.	Expected Wages (Gross)	Expected Fringe Benefits
						Regular	Overtime					
1 CHEROKEE IMMERSION TEACHER 1	E	H	C04	103949	\$20.59	2,080		\$42,827	30.00%	100%	\$42,827	\$12,848
2 CHEROKEE IMMERS TEACH ASST 1	E	H	C01	100153	\$15.00	1,040		\$15,600	9.00%	100%	\$15,600	\$1,404
3 CHEROKEE IMMERS TEACH ASST 1	E	H	C01	101864	\$18.76	2,080		\$39,021	30.00%	100%	\$39,021	\$11,706
4 INTERN I	V	H	IN1	000000	\$9.00	1,040		\$9,360	9.00%	100%	\$9,360	\$842
5 CUSTODIAN	E	H	G05	106589	\$10.01	2,080		\$20,821	30.00%	100%	\$20,821	\$6,246
6 CHEROKEE IMMERS TEACH ASST 1	E	H	C01	101864	\$12.00	2,080		\$24,960	30.00%	100%	\$24,960	\$7,488
7 CHEROKEE IMMERS TEACH ASST 1	E	H	C01	000000	\$16.00	2,080		\$33,280	30.00%	100%	\$33,280	\$9,984
8 CHEROKEE IMMERS TEACH ASST 1	E	H	C01	000000	\$13.00	2,080		\$27,040	30.00%	100%	\$27,040	\$8,112
9								\$0			\$0	\$0
10								\$0			\$0	\$0
11								\$0			\$0	\$0
12								\$0			\$0	\$0
13								\$0			\$0	\$0
14								\$0			\$0	\$0
15								\$0			\$0	\$0
16								\$0			\$0	\$0
17								\$0			\$0	\$0
18								\$0			\$0	\$0
19								\$0			\$0	\$0
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32								\$0			\$0	\$0
33								\$0			\$0	\$0
34								\$0			\$0	\$0
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36								\$0			\$0	\$0
37								\$0			\$0	\$0
38								\$0			\$0	\$0
39								\$0			\$0	\$0
40								\$0			\$0	\$0
41								\$0			\$0	\$0
42								\$0			\$0	\$0
43								\$0			\$0	\$0
44								\$0			\$0	\$0
45								\$0			\$0	\$0
46								\$0			\$0	\$0
47								\$0			\$0	\$0
48								\$0			\$0	\$0
49								\$0			\$0	\$0
50								\$0			\$0	\$0
51 Anticipated Turnover								\$0			\$0	\$0
52 AU 3% Merit Increase								\$0			\$0	\$0
Totals											\$6,367	\$1,759
Totals											\$219,286	\$60,389

Please input these totals on
 on the Budget Request Form!

Cherokee Nation FY 2013 Comprehensive Budget Narrative

For Internal Purposes Only Not for Distribution		
Group	Executive Director	Phone
06 - Education Services	NEIL MORTON	453-5405

Accounting Unit	Accounting Unit Name
1010204	Cherokee Immersion Program

Program Manager	Phone	Period Budget Covers
Holly Davis	x5914	10/01/2012 - 09/30/2013

FY2012 Budget Approved	FY2013 Budget Request	\$ Increase / (Decrease) Requested - Approved	% Increase / (Decrease) (Request - Approved) / Approved
	\$ 450,000	\$ 450,000	100.00%

Staffing Plan (FTE)	FY2013	FY2012	Net Change in Staffing
Regular Full-Time	6.00		6.00
Regular Part-Time			-
Temporary Full-Time			-
Temporary Part-Time	1.00		1.00
IPA/MOA			-
Total	7.00	-	7.00

PROGRAM NARRATIVE (add additional pages as necessary)

The Immersion School began in 2001. The school is a place where students study Cherokee culture and history as well as regular school subjects all taught in the Cherokee language using the syllabary. English is introduced in the 5th grade. The goal is to produce fluent speakers who can come back and teach at Immersion. Each year the school added a grade, August 2012 will be the addition of 7th grade.

The Immersion school serves approximately 120 students in grades preK through 8th. The school was officially recognized as a Charter School by the Oklahoma State Department of Education in August 2011. Immersion has one certified teacher at each grade level. All teachers are fluent in speaking, reading and writing using the Cherokee syllabary. Students have competed in the Language Fair hosted at the University of Oklahoma for the last 4 years and each year come home with trophies.

May 2011 the sixth grade graduated its first class. Cherokee language proficiency and literacy will be documented through assessments written in Cherokee that have been tested for reliability and validity. Oklahoma State adopted assessments will be administered as directed by the Oklahoma State Department of Education. Students can be admitted at age 3 and be language proficient equivalent to the class of entrance. Immersion is open to any student with language proficiency.

Partnerships include Northeastern State University who offers a Cherokee Degree Program which graduates students with both Education and Cherokee certification and classroom ready for the Immersion school. They also have close relations with the Eastern Band and their Immersion school, students communicate in Cherokee using the technologies developed and can text and skype using the Cherokee Language.

This AU is being requested to establish a separate tracking from the Immersion feeder programs which include a partnership with the Child Development Center (Human Services) to provide 2 teachers to expose children 6-weeks up to 3 years to an Cherokee language Immersion setting. These children then feed into the Immersion's 3 year old program then go into the Charter School at Pre-k. The children age 3 and younger are not included in the Charter with the State.

SIGNIFICANT CHANGES

Requesting \$450,000 from AU 1010211 to create separate AU that will allow tracking for the Charter School from that of the

Immersion programs not included in the Charter. Those programs would include the partnership with the Child Development

Center who serves children 6-weeks to 2 years and the Immersion program that serves the three (3) year olds.



CHEROKEE NATION - FY2013 BUDGET REQUEST FORM

PART-1

Budget Period:	10/1/12-9/30/13	Budget Preparer	Phone: 207-4988
Contract Period:	10/1/12-9/30/13	Name:	K Dodge-Keiso
Contract Number:		Accounting Unit Director/Manager	Phone: 5914
Accounting Fund:	1-General Fund	Name:	H DAVIS
Funding Source:	01-Cherokee Nation	Executive Director	Phone: 453-5405
AU Description:	Cherokee Charter School	Name:	N Morton
Accounting Unit:	1010211	1st Person Responsible	
Place IDC Rate in Part 4 Below		Employee #	10-8784
		SBC Agreement:	Phone:
		Name:	

Date/Time Printed:	02-Nov-12 08:10 AM
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Notes: \$450k from this AU to create separate tracking of Charter School and the Immersion program for students age 3 and younger. Funding for the two AU is no change from the approved amount.

PART-2

Staffing Summary:

	FY 2013 REVISION 1	FY 2013 ORIG REQUEST	Incr \ (Decr)
# of Regular Full-Time Employee Equivalents:	33.00	39.00	(6.00)
# of Regular Part-Time Employee Equivalents:			-
# of Temp. Full-Time Employee Equivalents:			-
# of Temp. Part-Time Employee Equivalents:	2.00	3.00	(1.00)
# of Other Employee Equivalents:			-
TOTAL NUMBER OF EMPLOYEE-EQUIVALENTS	35.00	42.00	(7.00)

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 - >>>		\$ -
DO NOT COPY TO, COPY BELOW, OR REMOVE THIS LINE!		\$ -
Total Revenues		\$ -

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	\$1,188,560		\$1,456,755		\$ (268,195)
Fringe benefits	610000	\$351,844		\$430,277		\$ (78,433)
Staff development & training	620000	\$2,000		\$3,500		\$ (1,500)
Travel-staff	630000	\$2,000		\$3,500		\$ (1,500)
Contract services < \$5K	640000	\$7,500		\$8,895		\$ (1,395)
Contract services >=\$5K	650000		\$20,000		\$25,000	\$ (5,000)
Client services	670000	\$20,000		\$75,000		\$ (55,000)
Student activities	670110	\$5,000		\$15,000		\$ (10,000)
Client food	670230	\$140,000		\$130,000		\$ 10,000
Client Food Recovered (Contra)	670235	(\$140,000)		(\$130,000)		\$ (10,000)
Supplies	680000	\$45,532		\$17,150		\$ 28,382
Communication & reproduction	690000	\$500		\$1,000		\$ (500)
Direct billed: telephone expense	690080	\$1,200		\$2,000		\$ (800)
Direct billed: cell/mobile phone	690090	\$9,000		\$12,000		\$ (3,000)
Direct billed: mailing cost	690120	\$150		\$150		\$ -
Lease/rent: furniture & equip	690500	\$20,000		\$7,897		\$ 12,103
Direct billed: space cost	700080	\$60,000		\$70,000		\$ (10,000)
Direct billed: auto insurance	710100	\$500		\$500		\$ -
Food	780012	\$100		\$100		\$ -
Please enter a valid account number - >>>						\$ -
DO NOT COPY TO, COPY BELOW, OR REMOVE THIS LINE!						\$ -
Expenditures NOT Subject to IDC			\$ 20,000		\$ 25,000	\$ (5,000)
Expenditures SUBJECT to IDC		\$ 1,713,886		\$ 2,103,724		\$ (389,838)
Indirect Cost Rate (if blank or zero, must explain in Notes above)		14.15%		14.15%		
Indirect Cost Allocation	970000	\$ 242,515		\$ 297,677		\$ (55,162)
Total Expenditures			\$ 1,976,401		\$ 2,426,401	\$ (450,000)
Revenues OVER \ (UNDER) Expenditures			\$ (1,976,401)		\$ (2,426,401)	\$ 450,000

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 ==>		\$ -		\$ -	
Excess(Deficit) of Revenues, Expenditures and Net Transfers		\$ 1,976,401		\$ 2,426,401	
		\$ (1,976,401)		\$ (2,426,401)	\$ 450,000

0 PAYROLL WORKSHEET

Accounting Unit Description: Cherokee Charter School
 Accounting Unit Name: 1010211
 10/11/12-9/30/13
 K Dodge-Keiso
 Printed Date: 02-Nov-12
 Printed Time: 08:10 AM

Job Title	Position Vacant=N Existing=E	Salary Class: Salary = S Hourly = H MOA/PA = N	Grade Range	Emp. #	Pay Rate		Expected Hours To Pay Regular Overtime	Expected Wages (Gross)	Series-Status	Fringe Rate%	% Perc.	Expected Wages (Gross)	Expected Fringe Benefits
					Regular	Overtime							
1 EARLY CHILDHOOD TEACHER IMMERS	E	S	C-10	107679	\$47,068.78		2,080	\$47,069	Regular FT	30.00%	100%	\$47,069	\$14,121
2 CERT SECONDARY ED TEACHER	E	S	B-1	101196	\$40,871.25		2,080	\$40,871	Regular FT	30.00%	25%	\$10,218	\$3,065
3 CHEROKEE IMMERSION TEACHER 1	E	H	C-04	102889	\$17.30		2,080	\$35,984	Regular FT	30.00%	100%	\$35,984	\$10,795
4 INTERN I	V	H		000000	\$9.00		1,040	\$9,360	Temp FT or PT	9.00%	100%	\$9,360	\$842
5 CHEROKEE IMMERS TEACH ASST 3	E	H	C-06	108674	\$20.09		2,080	\$41,787	Regular FT	30.00%	100%	\$41,787	\$12,536
6 ELEMENTARY PRINCIPAL	E	S	C-13	100809	\$74,256.00		2,080	\$74,256	Regular FT	30.00%	93%	\$69,058	\$20,717
7 SUPV LANGUAGE PROJECT	E	S	M-04	106403	\$44,859.61		2,080	\$44,860	Regular FT	30.00%	100%	\$44,860	\$13,458
8 EARLY CHILDHOOD TEACHER IMMERS	E	S	C-10	108780	\$43,704.96		2,080	\$43,705	Regular FT	30.00%	100%	\$43,705	\$13,112
9 CHEROKEE IMMERSION TEACHER 1	V	H	C-04		\$12.00		1,040	\$12,480	Temp FT or PT	9.00%	100%	\$12,480	\$1,123
10 EARLY CHILDHOOD TEACHER IMMERS	E	S	C-10	106569	\$44,579.06		2,080	\$44,579	Regular FT	30.00%	25%	\$11,145	\$3,344
11 CERT SECONDARY ED TEACHER	E	S	B-1	106439	\$40,572.00		2,080	\$40,572	Regular FT	30.00%	100%	\$40,572	\$12,172
12 LANGUAGE CURR SPEC	E	H	C-09	107968	\$25.50		2,080	\$53,040	Regular FT	30.00%	100%	\$53,040	\$15,912
13 CHEROKEE IMMERS TEACH ASST 1	E	H	C-03	103348	\$18.39		2,080	\$38,251	Regular FT	30.00%	100%	\$38,251	\$11,475
14 INTERN I	E	H		101985	\$9.00		2,080	\$18,720	Regular FT	30.00%	100%	\$18,720	\$5,616
15 ELEMENTARY TEACHER - IMMERSION	E	S	C-10	108668	\$43,704.96		2,080	\$43,705	Regular FT	30.00%	100%	\$43,705	\$13,112
16 BUS DRIVER	E	H	G-05	106384	\$14.55		2,080	\$30,264	Regular FT	30.00%	100%	\$30,264	\$9,079
17 TRANSLATOR SPECIALIST	E	H	C-12	109010	\$21.50		2,080	\$44,720	Regular FT	30.00%	100%	\$44,720	\$13,416
18 CERT SECONDARY ED TEACHER	V	S	M-02		\$31,716.00		2,080	\$31,716	Regular FT	30.00%	100%	\$31,716	\$9,515
19 LANGUAGE CURR SPEC	E	H	C-09	108855	\$20.06		2,080	\$41,725	Regular FT	30.00%	25%	\$12,541	\$3,762
20 CERT SECONDARY ED TEACHER	E	S	M-02	100317	\$50,163.75		2,080	\$50,164	Regular FT	30.00%	100%	\$50,164	\$15,151
21 YOUTH CARE NURSE	E	S	M-06	104644	\$58,619.60		2,080	\$58,620	Regular FT	30.00%	50%	\$29,310	\$8,793
22 SUPERINTENDENT	E	S	E-06	105322	\$100,000.00		2,080	\$100,000	Regular FT	30.00%	25%	\$25,000	\$7,500
23 ACADEMIC COUNSELOR	E	S	ED-1	101353	\$43,837.35		2,080	\$43,837	Regular FT	30.00%	100%	\$43,837	\$13,151
24 PERFORM FINE ARTS INSTRUCTOR	E	S	MA-2	109376	\$59,482.50		2,080	\$59,483	Regular FT	30.00%	100%	\$59,483	\$17,845
25 CHEROKEE IMMERSION TEACHER 3	E	H	C-06	108032	\$20.50		2,080	\$42,640	Regular FT	30.00%	100%	\$42,640	\$12,792
26 CERT SECONDARY ED TEACHER	E	S	M-02	103194	\$42,856.25		2,080	\$42,856	Regular FT	30.00%	25%	\$10,664	\$3,199
27 CHEROKEE IMMERSION TEACHER 1	E	H	C-04	108122	\$17.91		2,080	\$37,253	Regular FT	30.00%	100%	\$37,253	\$11,176
28 FOOD SVCS WORKER	V	H	G-05		\$9.00		1,760	\$15,840	Regular FT	30.00%	100%	\$15,840	\$4,752
29 TRANSLATOR SPECIALIST	E	H	C-12	109854	\$20.22		2,080	\$42,058	Regular FT	30.00%	100%	\$42,058	\$12,617
30 CLERK III	E	H	A-04	101326	\$10.84		2,080	\$22,547	Regular FT	30.00%	100%	\$22,547	\$6,764
31 FOOD SVCS WORKER	E	H	G-05	101318	\$9.00		1,760	\$15,840	Regular FT	30.00%	100%	\$15,840	\$4,752
32 LANGUAGE PROGRAM ASST	E	H	C-15	108675	\$16.23		2,080	\$33,758	Regular FT	30.00%	100%	\$33,758	\$10,127
33 CHEROKEE IMMERS TEACH ASST 1	E	H	C-01	107048	\$15.61		2,080	\$32,469	Regular FT	30.00%	100%	\$32,469	\$9,741
34 SUPV ACCOUNTING FINANCE	V	H		000000	\$17.96		2,080	\$37,363	Regular FT	30.00%	100%	\$37,363	\$11,209
35 CHEROKEE IMMERS TEACH ASST 1	V	H		000000	\$12.00		2,080	\$24,960	Regular FT	30.00%	100%	\$24,960	\$7,488
37								\$0				\$0	\$0
38								\$0				\$0	\$0
39								\$0				\$0	\$0
40								\$0				\$0	\$0
41								\$0				\$0	\$0
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47								\$0				\$0	\$0
48								\$0				\$0	\$0
49								\$0				\$0	\$0
50								\$0				\$0	\$0
51 Anticipated Turnover								\$0				\$0	\$0
52 AU 3% Merit Increase								\$34,618				\$34,618	\$10,248
Totals								\$1,188,560				\$351,844	

Please input these totals on the Budget Request Form!

Cherokee Nation FY 2013 Comprehensive Budget Narrative

Group: 06 - Education Services	Executive Director: Neil Morton	Phone: x5405
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Accounting Unit: 1010211	Accounting Unit Name: Cherokee Charter School
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Program Manager: Holly Davis	Phone: x5914	Period Budget Covers: 10/01/2012 - 09/30/2013
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FY2012 Budget Approved: \$ 2,426,401	FY2013 Budget Request: \$ 1,976,401	\$ Increase/(Decrease): Requested - Approved: \$ (450,000)	% Increase/(Decrease): (Request - Approved) / Approved: -18.55%
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Staffing Plan (FTE)	FY2013	FY2012	Net Change in Staffing
Regular Full-Time	33.00	39.00	(6.00)
Regular Part-Time			-
Temporary Full-Time			-
Temporary Part-Time	2.00	3.00	(1.00)
IPA/MOA			-
Total	35.00	42.00	-

PROGRAM NARRATIVE (add additional pages as necessary)

The Immersion School began in 2001. The school is a place where students study Cherokee culture and history as well as regular school subjects all taught in the Cherokee language using the syllabary. English is introduced in the 5th grade. The goal is to produce fluent speakers who can come back and teach at Immersion. Each year the school added a grade, August 2012 will be the addition of 7th grade.

The Immersion school serves approximately 120 students in grades preK through 8th. The school was officially recognized as a Charter School by the Oklahoma State Department of Education in August 2011. Immersion has one certified teacher at each grade level. All teachers are fluent in speaking, reading and writing using the Cherokee syllabary. Students have competed in the Language Fair hosted at the University of Oklahoma for the last 4 years and each year come home with trophies.

May 2011 the sixth grade graduated its first class. Cherokee language proficiency and literacy will be documented through assessments written in Cherokee that have been tested for reliability and validity. Oklahoma State adopted assessments will be administered as directed by the Oklahoma State Department of Education. Students can be admitted at age 3 and be language proficient equivalent to the class of entrance. Immersion is open to any student with language proficiency.

Partnerships include Northeastern State University who offers a Cherokee Degree Program which graduates students with both Education and Cherokee certification and classroom ready for the Immersion school. They also have close relations with the Eastern Band and their Immersion school, students communicate in Cherokee using the technologies developed and can text and skype using the Cherokee Language.

SIGNIFICANT CHANGES:

Requesting to decrease \$450,000 to create separate AU that will allow tracking for the Charter School separate from that of the

Immersion programs not included in the Charter. Those programs would include the partnership with the Child Development

Center who serves babies 6-weeks to 2 years and the Immersion program that serves the three (3) year olds. The students of

these ages are not covered under the Charter School.



CHEROKEE NATION - FY2013 BUDGET REQUEST FORM

PART-1

Budget Period:	10/01/12 - 9/30/13	Budget Preparer	Phone: 5375
Contract Period:		Name:	Penny Norseworthy
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:	Emergency Assistance Program	Name:	Marsha Lamb
Accounting Unit:	1010460	1st Person Responsible	
Place IDC Rate in Part 4 Below		Employee #	100167
		SBC Agreement:	Phone: 5346
		Name:	Jerry Snell

Date/Time Printed: 09-Nov-12 02:40 PM

Notes:

PART-2

Staffing Summary:		FY 2013 REVISION 1	FY 2013 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:				-
TOTAL NUMBER OF EMPLOYEE-EQUIVALENTS		-	-	-

PART-3

Revenues:	<i>(Show as positive #)</i>	Account #		Incr \ (Decr)
Contributions & donations		480010	\$ 16,250	\$ 16,250
Please enter a valid account number - >>>				\$ -
Please enter a valid account number - >>>				\$ -
DO NOT COPY TO, COPY BELOW, OR REMOVE THIS LINE!				
Total Revenues			\$ 18,250	\$ 18,250

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		\$ 87,500		\$ 87,500	\$ -
Client services - Health	670006		\$ 52,000		\$ 52,000	\$ -
Emergency assistance-Human Svcs	670065		\$ 18,250			\$ 18,250
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			\$ 157,750		\$ 139,500	\$ 18,250
Expenditures SUBJECT to IDC		\$ -		\$ -		\$ -
Indirect Cost Rate (If blank or zero, must explain in Notes above)		14.15%		14.15%		
Indirect Cost Allocation	970000	\$ -		\$ -		\$ -
Total Expenditures			\$ 157,750		\$ 139,500	\$ 18,250

Revenues OVER \ (UNDER) Expenditures		\$ (139,500)		\$ (139,500)	\$ -
---	--	--------------	--	--------------	------

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					\$ -

Transfers In\Out - Net		\$ -		\$ -	\$ -
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Take to Narrative ==>		\$ 157,750		\$ 139,500	
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Excess\ (Deficit) of Revenues, Expenditures and Net Transfers		\$ (139,500)		\$ (139,500)	\$ -
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CHEROKEE NATION - FY2013 BUDGET REQUEST FORM

For Internal Purposes Only Not for Distribution

PART-1

Budget Period:	10/1/12 - 09/30/2013	Budget Preparer	Phone: 5324
Contract Period:	10/1/12 - 09/30/2013	Name:	Dena Tucker
Contract Number:		Accounting Unit Director/Manager	Phone: 5548
Accounting Fund:	1-General Fund	Name:	Bryan Pollard
Funding Source:	01-Cherokee Nation	Group Leader	Phone: 5644
AU Description:	Cherokee Publications GF	Name:	Charles Head
Accounting Unit:	1011070	1st Person Responsible	
Place IDC Rate In Part 4 Below		Employee #	10-7979
		SBC Agreement:	Phone: 5548
		Name:	Bryan Pollard

Date/Time Printed:	30-Oct-12 03:05 PM
Notes:	FY 2013 Budget - CN Publications. This department is funded through CN Publications IDC - 2041030 (45%) and CN Publication GF - 1011070 (55%)

PART-2 Staffing Summary:

	FY 2013 REVISION 1	FY 2013 ORIG REQUEST	Incr \ (Decr)
# of Regular Full-Time Employee Equivalents:	10.00	10.00	-
# of Regular Part-Time Employee Equivalents:			-
# of Temp. Full-Time Employee Equivalents:	2.00	2.00	-
# of Temp. Part-Time Employee Equivalents:			-
# of Other Employee Equivalents:			-
TOTAL NUMBER OF EMPLOYEE-EQUIVALENTS	12.00	12.00	-

PART-3

Revenues:	Account #			Incr \ (Decr)
Other income	499000			
Subscription income	410150		\$63,249	\$ (63,249)
Distribution income	410155	\$6,600		\$ 6,600
Advertising income	410160	\$13,860		\$ 13,860
Please enter a valid account number - >>>		\$62,150		\$ 62,150
DO NOT COPY TO, COPY BELOW, OR REMOVE THIS LINE!				\$ -
Total Revenues		\$ 82,610	\$ 83,249	\$ 19,361

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	\$235,199		\$235,199		\$ -
Fringe benefits	610000	\$68,996		\$68,996		\$ -
Contract services < \$5K	640000	\$5,521		\$5,521		\$ -
Mailing cost	690080	\$36,582		\$16,857		\$ 17,925
Direct billed: telephone expense	690080	\$2,400		\$2,400		\$ -
Direct billed: mailing cost	690120	\$1,000		\$1,000		\$ -
Direct billed: printing/copying	690130	\$1,500		\$1,500		\$ -
Direct billed: space cost	700080	\$24,409		\$24,409		\$ -
Direct billed: auto insurance	710100	\$230		\$230		\$ -
Direct billed: GSA vehicle	720050	\$2,600		\$2,600		\$ -
Other operational	760010	\$9,550		\$9,550		\$ -
DO NOT COPY TO, COPY BELOW, OR REMOVE THIS LINE!						
Expenditures NOT Subject to IDC			\$ -	\$ -		\$ -
Expenditures SUBJECT to IDC		\$ 385,987		\$ 368,082		\$ 17,925
Indirect Cost Rate (If blank or zero, must explain in Notes above)		14.15%		14.15%		
Indirect Cost Allocation	970000	\$ 54,817		\$ 52,081		\$ 2,536
Total Expenditures		\$ 440,804		\$ 420,143		\$ 20,461

Revenues OVER \ (UNDER) Expenditures		\$ (357,994)	\$ (356,894)	\$ (1,100)
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Transfers In\Out - (Show ALL as Positive Numbers)

Operating Transfers IN					
Other financing sources	900000				\$ -
Cash in: tribally required	900010		\$1,100		\$ 1,100
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				\$ -

Transfers In\Out - Net		\$ 1,100	\$ -	\$ 1,100
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Take to Narrative ==>		\$ 440,804	\$ 420,143	
Excess\ (Deficit) of Revenues, Expenditures and Net Transfers		\$ (356,894)	\$ (356,894)	\$ -

0 PAYROLL WORKSHEET

Accounting Unit Description: Cherokee Publications GF
 Accounting Unit Name: 1011070
 10/1/12 - 09/30/2013
 Dena Tucker
 Printed Date: 30-Oct-12
 Printed Time: 03:00 PM

For Internal Purposes Only Not for Distribution

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		Series-Status	Fringe Rate%	% Perc.	Expected Wages (Gross)	Expected Wages (Gross)	Expected Fringe Benefits
					Regular	Overtime	Regular	Overtime						
					TOTAL PERSONNEL COST FOR EMPLOYEE									
1 EDITOR	E	S	M07	107979	\$62,553.04		2,080		Regular FT	30.00%	55%	\$34,404	\$10,321	
2 ASST EDITOR	E	S	M05	107270	\$46,836.74		2,080		Regular FT	30.00%	55%	\$25,760	\$7,728	
3 ADMIN OFFICER	E	S	M03	104064	\$33,016.85		2,080		Regular FT	30.00%	55%	\$18,158	\$5,448	
4 SECRETARY	E	H	A03	107571	\$12.51		2,080		Regular FT	30.00%	55%	\$14,312	\$4,294	
5 SR REPORTER	E	H	P09	104423	\$20.42		2,080		Regular FT	30.00%	55%	\$23,361	\$7,008	
6 NEWS WRITER	E	H	P04	100201	\$11.73		2,080		Regular FT	30.00%	55%	\$13,419	\$4,026	
7 REPORTER	E	H	P07	109198	\$16.31		2,080		Regular FT	30.00%	55%	\$18,659	\$5,598	
8 COORD ADVERTISING	E	H	T06	109030	\$15.39		2,080		Regular FT	30.00%	55%	\$17,606	\$5,282	
9 MEDIA SPECIALIST II	E	H	CM3	108679	\$20.47		2,080		Regular FT	30.00%	55%	\$23,418	\$7,025	
10 MULTIMEDIA EDITOR	E	S	M05	108692	\$41,412.80		2,080		Regular FT	30.00%	55%	\$22,777	\$6,833	
11 INTERN I	E	H	IN1	101711	\$9.00		1,664		Temp FT or PT	9.00%	55%	\$8,237	\$1,951	
12 INTERN I	E	H	IN1	101669	\$9.00		1,664		Temp FT or PT	9.00%	55%	\$8,237	\$1,951	
13												\$0	\$0	
14												\$0	\$0	
15												\$0	\$0	
16												\$0	\$0	
17												\$0	\$0	
18												\$0	\$0	
19												\$0	\$0	
20												\$0	\$0	
21												\$0	\$0	
22												\$0	\$0	
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41												\$0	\$0	
42												\$0	\$0	
43												\$0	\$0	
44												\$0	\$0	
45												\$0	\$0	
46												\$0	\$0	
47												\$0	\$0	
48												\$0	\$0	
49												\$0	\$0	
50												\$0	\$0	
51 Anticipated Turnover												\$0	\$0	
52 AU 3% Merit Increase												\$0	\$0	
Totals												\$6,850	\$1,951	
Totals												\$235,199	\$66,996	

Please input these totals on the Budget Request Form!

Cherokee Nation FY 2013 Comprehensive Budget Narrative

Group	Executive Director	Phone
04 - Other Boards & Commissions	Bryan Pollard	453-5548

Accounting Unit	Accounting Unit Name
1011070	Cherokee Publications GF

Program Manager	Phone	Period Budget Covers
		10/01/2012 - 09/30/2013

FY2012 Budget Approved	FY2013 Budget Request	\$ Increase / (Decrease) Requested - Approved	% Increase / (Decrease) (Request - Approved) / Approved
\$ 557,444	\$ 440,604	\$ (116,840)	-20.96%

Staffing Plan (FTE)	FY2013	FY2012	Net Change in Staffing
Regular Full-Time	10.00	12.00	(2.00)
Regular Part-Time			-
Temporary Full-Time	2.00	2.00	-
Temporary Part-Time			-
IPA/MOA			-
Total	12.00	14.00	-

PROGRAM NARRATIVE (add additional pages as necessary)

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 intended outcome for the FY13 year is to maintain and enhance the established production and distribution of the Cherokee Phoenix, as well as development of new revenue opportunities in order to move the department toward financial sustainability. We measure the growth of our distribution through newspaper subscription database numbers and news rack distribution numbers, online applications that measure website and mobile app visitor numbers, weekly newsletter subscription registrations, and social media analytics provided by the social media hosts. We measure the revenue development goals by dividing the distinct revenue streams into categories (i.e. subscriptions, print display ads, website display ads, video ads, etc.) and tracking the performance of each category.

The Cherokee Phoenix 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, UNITY: Journalists of Color, KGOU, Lakes Country Radio, Okie Country Radio and the Oklahoma Press Association. The Cherokee Phoenix is constantly diligent in searching for cost savings in everything we do, including but not limited to: working with printing and mailing vendors to develop strategies to mitigate costs while executing department goals, developing and implementing low- and no-cost alternatives to increase our audience using social media and leveraging relationships with broadcast partners. We have also reduced travel costs by implementing departmental policies that limit what we spend on staff mileage reimbursements and we have significantly decreased overall staff travel. We have also downsized our staff and have nearly eliminated over-time costs by implementing a flex schedule for non-exempt staff.

SIGNIFICANT CHANGES

The CN Publications Department received a 25% cut during the FY13 budget hearings. Due to the cut the department has implemented a paid 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. Since we are now implementing the new paid subscription/distribution system we expect our revenue to increase considerably. We are requesting that we be able to use this increase in revenue in the expense portion of our budget.



CHEROKEE NATION - FY2013 BUDGET REQUEST FORM

PART-1

Budget Period:	10/01/2012 - 09/30/2013	Budget Preparer	Phone: 5324
Contract Period:		Name:	Dena Tucker
Contract Number:		Accounting Unit Director/Manager	Phone: 5548
Accounting Fund:	1-General Fund	Name:	Bryan Pollard
Funding Source:	01-Cherokee Nation	Executive Director	Phone:
AU Description:	CN Publications Sub Donations	Name:	Charles Head
Accounting Unit:	1011071	1st Person Responsible	
Place IDC Rate in Part 4 Below		Employee #	10-7979
		SBC Agreement:	Phone:
		Name:	
Date/Time Printed:	30-Oct-12 03:03 PM		

PART-2

Notes: CN Publications/Cherokees Phoenix Subscription Price Donations. \$1,100 Transfer Out to AU 1011070 and \$900 Transfer Out to AU 2041030.

Staffing Summary:	FY 2013 ORIG REQUEST	FY 2012 BUDGET	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:			-
TOTAL NUMBER OF EMPLOYEE-EQUIVALENTS			

PART-3

Revenues: (Show as positive #)	Account #			Incr \ (Decr)
Contributions & donations	480010	\$2,000		\$ 2,000
Please enter a valid account number - >>>				\$ -
Please enter a valid account number - >>>				\$ -
DO NOT COPY TO, COPY BELOW, OR REMOVE THIS LINE!				\$ -
Total Revenues		\$ 2,000	\$ -	\$ 2,000

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				\$ -
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		\$ -	\$ -	\$ -	\$ -	\$ -
Indirect Cost Rate (If blank or zero, must explain in Notes above)		14.15%		14.15%		\$ -
Indirect Cost Allocation	970000	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures		\$ -	\$ -	\$ -	\$ -	\$ -
Revenues OVER \ (UNDER) Expenditures		\$ 2,000	\$ -	\$ -	\$ -	\$ 2,000
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	\$2,000				\$ 2,000
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					\$ -
Transfers In\Out - Net		\$ (2,000)	\$ -	\$ -	\$ -	\$ (2,000)
Take to Narrative ==>		\$ 2,000	\$ -	\$ -	\$ -	\$ -
Excess\ (Deficit) of Revenues, Expenditures and Net Transfers		\$ -	\$ -	\$ -	\$ -	\$ -

Cherokee Nation FY 2013 Comprehensive Budget Narrative

Group	Executive Director	Phone
04 - Other Boards & Commissions	Bryan Pollard	5548

Accounting Unit	Accounting Unit Name
1011071	CN Publications / Cherokee Phoenix Subscription Donation Fund

Program Manager	Phone	Period Budget Covered
		10/01/2012 - 09/30/2013

FY2012 Budget Approved	FY2013 Budget Request	\$ Increase/(Decrease) Requested - Approved	% Increase/(Decrease) (Request - Approved) / Approved
\$ -	\$ 2,000	\$ 2,000	100.00%

Staffing Plan (FTE)	FY2012	FY2013	Net Change (in Staffing)
Regular Full-Time			-
Regular Part-Time			-
Temporary Full-Time			-
Temporary Part-Time			-
IPA/MOA			-
Total	-	-	-

PROGRAM NARRATIVE (add additional pages as necessary)

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 to the FY13 budget. Due to the cut the department has implemented a new business plan that calls for a paid subscription for the mailed 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. The CN Publications Department seeks to establish a charitable fund that will enable the department to subsidize subscription to CN Citizens who are senior citizens that may request a free subscription.

SIGNIFICANT CHANGES



CHEROKEE NATION - FY2013 BUDGET REQUEST FORM

For Internal Purposes Only Not for Distribution

PART-1

Budget Period:	10/1/12 - 09/30/2013	Budget Preparer	Name:	Dena Tucker	Phone:	5324
Contract Period:	10/1/12 - 09/30/2013	Accounting Unit Director/Manager	Name:	Bryan Poillard	Phone:	5548
Contract Number:		Group Leader	Name:	Charles Head	Phone:	5644
Accounting Fund:	2-Internal Service	1st Person Responsible	Employee #	10-7979	SBC Agreement:	Phone: 5548
Funding Source:	04-Indirect Cost Pool				Name:	Bryan Poillard
AU Description:	Cherokee Publications IDC					
Accounting Unit:	2041030					
Place IDC Rate in Part 4 Below						

Date/Time Printed:	30-Oct-12 03:08 PM
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PART-2

Staffing Summary:

Notes: FY 2013 Budget - CN Publications. This department is funded through CN Publications IDC - 2041030 (45%) and CN Publication GF - 1011070 (55%)

	FY 2013 REVISION 1	FY 2013 ORIG REQUEST	Incr \ (Decr)
# of Regular Full-Time Employee Equivalents:	10.00	10.00	-
# of Regular Part-Time Employee Equivalents:			-
# of Temp. Full-Time Employee Equivalents:	2.00	2.00	-
# of Temp. Part-Time Employee Equivalents:			-
# of Other Employee Equivalents:			-
TOTAL NUMBER OF EMPLOYEE-EQUIVALENTS	12.00	12.00	-

PART-3

Revenues:

(Show as positive #)

Account #	incr \ (Decr)
Other income 499000	\$ 51,751
Subscription income 410150	\$ (51,751)
Distribution income 410155	\$ 5,400
Advertising income 410160	\$ 11,340
Please enter a valid account number - >>>	\$ 50,850
Total Revenues	\$ 67,590

PART-4

Expenditures:

Account #	Subject to IDC ?		Subject to IDC ?		incr \ (Decr)
	YES	NO	YES	NO	
600000		\$192,435		\$192,435	\$ -
610000		\$54,818		\$54,818	\$ -
640000		\$4,500		\$4,500	\$ -
690060		\$55,137		\$38,398	\$ 16,739
690080		\$600		\$600	\$ -
690120		\$1,300		\$1,300	\$ -
690130		\$1,000		\$1,000	\$ -
700080		\$17,751		\$17,751	\$ -
710100		\$200		\$200	\$ -
720050		\$2,000		\$2,000	\$ -
760010		\$500		\$500	\$ -
Total Expenditures		\$ 330,241		\$ 313,502	\$ 16,739

Revenues OVER \ (UNDER) Expenditures	\$ (262,651)	\$ (261,751)	\$ (900)
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Transfers In/Out - (Show ALL as Positive Numbers)

Operating Transfers IN			
Cash in: tribally required	900010	\$900	\$ 900
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			
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		\$ -
Transfers In/Out - Net		\$ 900	\$ -

Take to Narrative ==>	\$ 330,241	\$ 313,502	\$ 900
Excess(Deficit) of Revenues, Expenditures and Net Transfers	\$ (261,751)	\$ (261,751)	\$ -

0 PAYROLL WORKSHEET

Accounting Unit Description: Cherokee Publications IDC
 Accounting Unit Name: 2041030
 10/1/12 - 09/30/2013
 Dena Tucker
 Printed Date: 30-Oct-12
 Printed Time: 03:09 PM

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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		Series-Status	Fringe Rate%	% Perc.	Expected Wages (Gross)	Expected Wages (Gross)	Expected Fringe Benefits
						Regular	Overtime						
1 EDITOR	E	S	M07	107979	\$62,553.04	2,080		Regular FT	30.00%	45%	\$62,553	\$28,149	\$8,445
2 ASST EDITOR	E	S	M05	107270	\$46,836.74	2,080		Regular FT	30.00%	45%	\$46,837	\$21,077	\$6,323
3 ADMIN OFFICER	E	S	M03	104064	\$33,016.85	2,080		Regular FT	30.00%	45%	\$33,017	\$14,858	\$4,457
4 SECRETARY	E	H	A03	107571	\$12.51	2,080		Regular FT	30.00%	45%	\$26,021	\$11,709	\$3,513
5 SR REPORTER	E	H	P09	104423	\$20.42	2,080		Regular FT	30.00%	45%	\$42,474	\$19,113	\$5,734
6 NEWS WRITER	E	H	P04	100201	\$11.73	2,080		Regular FT	30.00%	45%	\$24,398	\$10,979	\$3,294
7 REPORTER	E	H	P07	109198	\$16.31	2,080		Regular FT	30.00%	45%	\$33,925	\$15,266	\$4,580
8 COORD ADVERTISING	E	H	T06	109030	\$15.39	2,080		Regular FT	30.00%	45%	\$32,011	\$14,405	\$4,322
9 MEDIA SPECIALIST II	E	H	CM3	108679	\$20.47	2,080		Regular FT	30.00%	45%	\$42,578	\$19,160	\$5,748
10 MULTIMEDIA EDITOR	E	S	M05	108692	\$41,412.80	2,080		Regular FT	30.00%	45%	\$41,413	\$18,636	\$5,591
11 INTERN I	E	H	IN1	101711	\$9.00	1,664		Temp FT or PT	9.00%	45%	\$14,976	\$6,739	\$607
12 INTERN I	E	H	IN1	101669	\$9.00	1,664		Temp FT or PT	9.00%	45%	\$14,976	\$6,739	\$607
13											\$0	\$0	\$0
14											\$0	\$0	\$0
15											\$0	\$0	\$0
16											\$0	\$0	\$0
17											\$0	\$0	\$0
18											\$0	\$0	\$0
19											\$0	\$0	\$0
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45											\$0	\$0	\$0
46											\$0	\$0	\$0
47											\$0	\$0	\$0
48											\$0	\$0	\$0
49											\$0	\$0	\$0
50											\$0	\$0	\$0
51 Anticipated Turnover											\$0	\$0	\$0
52 AU 3% Merit Increase											\$0	\$0	\$0
Totals For This Accounting Unit											\$5,605	\$192,435	\$54,818

Please input these totals on
on the Budget Request Form!

Cherokee Nation FY 2013 Comprehensive Budget Narrative

Group	Executive Director	Phone
04 - Other Boards & Commissions	Bryan Pollard	453-5548

Accounting Unit	Accounting Unit Name
2041030	Cherokee Publications IDC

Program Manager	Phone	Period Budget Covers
		10/01/2012 - 09/30/2013

FY2012 Budget Approved	FY2013 Budget Request	\$ Increase / (Decrease) Requested - Approved	% Increase / (Decrease) (Request - Approved) / Approved
\$ 415,751	\$ 330,241	\$ (85,510)	-20.57%

Staffing Plan (FTE)	FY2013	FY2012	Net Change in Staffing
Regular Full-Time	10.00	12.00	(2.00)
Regular Part-Time			-
Temporary Full-Time	2.00	2.00	-
Temporary Part-Time			-
IPA/MOA			-
Total	12.00	14.00	-

PROGRAM NARRATIVE (add additional pages as necessary)

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 intended outcome for the FY13 year is to maintain and enhance the established production and distribution of the Cherokee Phoenix, as well as development of new revenue opportunities in order to move the department toward financial sustainability. We measure the growth of our distribution through newspaper subscription database numbers and news rack distribution numbers, online applications that measure website and mobile app visitor numbers, weekly newsletter subscription registrations, and social media analytics provided by the social media hosts. We measure the revenue development goals by dividing the distinct revenue streams into categories (i.e. subscriptions, print display ads, website display ads, video ads, etc.) and tracking the performance of each category.

The Cherokee Phoenix 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, UNITY: Journalists of Color, KGOU, Lakes Country Radio, Okie Country Radio and the Oklahoma Press Association.

The Cherokee Phoenix is constantly diligent in searching for cost savings in everything we do, including but not limited to: working with printing and mailing vendors to develop strategies to mitigate costs while executing department goals, developing and implementing low- and no-cost alternatives to increase our audience using social media and leveraging relationships with broadcast partners. We have also reduced travel costs by implementing departmental policies that limit what we spend on staff mileage reimbursements and we have significantly decreased overall staff travel. We have also downsized our staff and have nearly eliminated over-time costs by implementing a flex schedule for non-exempt staff.

SIGNIFICANT CHANGES

The CN Publications Department received a 25% cut during the FY13 budget hearings. Due to the cut the department has implemented a paid 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. Since we are now implementing the new paid subscription/distribution system we expect our revenue to increase considerably. We are requesting that we be able to use this increase in revenue in the expense portion of our budget.

CHEROKEE NATION - FY2013 BUDGET REQUEST FORM

For Internal Purposes Only Not for Distribution

PART-1

Budget Period:	10/01/2012-09/30/2013	Budget Preparer	Phone: 453-5245
Contract Period:		Name:	Justin Godwin
Contract Number:		Accounting Unit Director/Manager	Phone: 453-5435
Accounting Fund:	2-Internal Service	Name:	Linda O'Leary
Funding Source:	04-Indirect Cost Pool	Executive Director	Phone: 453-5844
AU Description:	Registration IDC	Name:	Charles Head
Accounting Unit:	2041090	1st Person Responsible	
Place IDC Rate In Part 4 Below		Employee #	10-8524
		SBC Agreement:	Phone:
		Name:	
Date/Time Printed:	09-Nov-12 03:45 PM		

Notes:

PART-2

Staffing Summary:	FY 2013 REVISION 1	FY 2013 ORIG REQUEST	Incr \ (Decr)
# of Regular Full-Time Employee Equivalents:	13.75	11.60	2.15
# of Regular Part-Time Employee Equivalents:			-
# of Temp. Full-Time Employee Equivalents:			-
# of Temp. Part-Time Employee Equivalents:			-
# of Other Employee Equivalents:			-
TOTAL NUMBER OF EMPLOYEE-EQUIVALENTS	13.75	11.60	2.15

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 - >>>		\$ -
DO NOT COPY TO, COPY BELOW, OR REMOVE THIS LINE!		
Total Revenues		\$ -

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		\$322,388		\$284,211	\$ 38,175
Fringe benefits	810000		\$96,714		\$85,263	\$ 11,451
Travel-staff	630000		\$50,000		\$25,895	\$ 24,105
Contract services < \$5K	640000		\$6,500		\$0	\$ 6,500
Contract services >=\$5K	650000		\$24,000		\$0	\$ 24,000
Supplies	680000		\$64,388		\$55,000	\$ 9,388
Direct billed: telephone expense	690080		\$1,000		\$1,000	\$ -
Direct billed: cell/mobile phone	690090		\$3,100		\$1,500	\$ 1,600
Direct billed: mailing cost	690120		\$10,000		\$10,000	\$ -
Lease/rent: furniture & equip	690500		\$10,000		\$10,000	\$ -
Direct billed: space cost	700080		\$23,600		\$23,600	\$ -
Direct billed: property insurance	710090		\$300		\$300	\$ -
Employee mileage reimbursement	720040		\$500		\$250	\$ 250
Direct billed: GSA vehicle	720050		\$4,000		\$4,000	\$ -
Advertising	740000		\$5,500		\$0	\$ 5,500
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			\$ 621,966		\$ 501,019	\$ 120,949
Expenditures SUBJECT to IDC			\$ -		\$ -	\$ -
Indirect Cost Rate (if blank or zero, must explain in Notes above)		14.15%		14.15%		
Indirect Cost Allocation	970000		\$ -		\$ -	\$ -
Total Expenditures			\$ 621,966		\$ 501,019	\$ 120,949

Revenues OVER \ (UNDER) Expenditures		\$ (621,966)		\$ (501,019)	\$ (120,949)
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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				\$ -

Transfers In/Out - Net		\$ -		\$ -	\$ -
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Take to Narrative ==>		\$ 621,966		\$ 501,019	\$ -
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Excess(Deficit) of Revenues, Expenditures and Net Transfers		\$ (621,966)		\$ (501,019)	\$ (120,949)
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Job Title	Position Vacant=V New=N Existing=E	Salary Class: Salary = S Hourly = H MO/PA = N	Grade Range	Emp. #	TOTAL PERSONNEL COST FOR EMPLOYEE			Series-Status	Fringe Rate %	% Perc.	Expected Wages (Gross)	Expected Fringe Benefits
					Pay Rate	Expected Hours To Pay Regular Overtime	Expected Wages (Gross)					
1 TRIBAL REGISTRAR	E	S	M08	101956	\$76,911.12	2,080	Regular FT	30.00%	25%	\$19,228	\$5,768	
2 MGR REGISTRATION	E	S	M07	106524	\$55,689.59	2,080	Regular FT	30.00%	50%	\$27,845	\$8,354	
3 CLERK III	V	H	A04	000000	\$9.50	2,080	Regular FT	30.00%	84%	\$16,598	\$4,979	
4 CLERK III	E	H	A04	109688	\$10.25	2,080	Regular FT	30.00%	100%	\$21,320	\$6,398	
5 CLERK III	E	H	A04	109473	\$10.92	2,080	Regular FT	30.00%	100%	\$22,714	\$6,814	
6 CLERK III	E	H	A04	100276	\$11.05	2,080	Regular FT	30.00%	100%	\$22,984	\$6,895	
7 CLERK III	E	H	A04	103753	\$12.83	2,080	Regular FT	30.00%	100%	\$26,686	\$8,006	
8 CLERK III	V	H	A04	000000	\$9.50	2,080	Regular FT	30.00%	42%	\$8,298	\$2,490	
9 CLERK III	E	H	A04	105430	\$10.82	2,080	Regular FT	30.00%	100%	\$22,506	\$6,752	
10 SUPV REGISTRATION	E	S	M03	100029	\$30,971.20	2,080	Regular FT	30.00%	100%	\$30,971	\$9,291	
11 SUPV REGISTRATION	V	S	M03	000000	\$30,971.20	2,080	Regular FT	30.00%	84%	\$16,598	\$4,979	
12 CLERK III	V	H	A04	000000	\$9.50	2,080	Regular FT	30.00%	84%	\$16,598	\$4,979	
13 CLERK III	V	H	A04	000000	\$9.50	2,080	Regular FT	30.00%	84%	\$16,598	\$4,979	
14 ADMIN ASST	E	H	A05	101429	\$10.41	2,080	Regular FT	30.00%	50%	\$10,827	\$3,248	
15 CLERK III	N	H	A04	000000	\$9.50	2,080	Regular FT	30.00%	84%	\$16,598	\$4,979	
16 CLERK III	N	H	A04	000000	\$9.50	2,080	Regular FT	30.00%	84%	\$16,598	\$4,979	
17										\$0	\$0	
18										\$0	\$0	
19										\$0	\$0	
20										\$0	\$0	
21										\$0	\$0	
22										\$0	\$0	
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45										\$0	\$0	
46										\$0	\$0	
47										\$0	\$0	
48										\$0	\$0	
49										\$0	\$0	
50										\$0	\$0	
51 Anticipated Turnover										\$0	\$0	
52 AU 3% Merit Increase										\$0	\$0	
Totals											\$322,386	\$96,714

Please input these totals on the Budget Request Form!

2041090

We are requesting an additional \$120,949 to the budget.

- 25% of the Tribal Registrar's salary has been moved to this budget.
- 2 FTE's are being requested to process applications
- Travel expenses will need to be increased to meet the demand of traveling to At-Large meetings, community meetings, etc. The Registration office has received many requests from citizens to come to their area with the new photo ID equipment.
- \$6,500 is being requested to compensate the Registration Committee for a monthly stipend and mileage expenses.
- \$24k is being requested to contract genealogy verification services for new applicants.
- \$9k is being requested to increase supplies to offset costs for new desks, computers, etc. for new additional staff.
- \$1,600 is being requested to maintain the department's air cards which are used at At-large sites and CN satellite offices. These are used to verify citizenship (Angel Tree, Clothing Voucher's, etc.) onsite and to take our photo ID's.
- \$250 increase to employee mileage reimbursement
- \$5,500 is being requested for advertisement.

CHEROKEE NATION - FY2013 BUDGET REQUEST FORM

PART-1

Budget Period:	10/01/12-09/30/13	Budget Preparer	Phone:	918-207-3819
Contract Period:	10/01/12-09/30/13	Name:	Deana Jacobs	
Contract Number:		Accounting Unit Director/Manager	Barbara Foreman	
Accounting Fund:	3-Special Revenue	Name:	Marsha Lamb	
Funding Source:	23-DOI-PL 102-477	Group Leader	Phone: 918-453-5368	
AU Description:	PL102 477 Combined Interest	Name:	Marsha Lamb	
Accounting Unit:	3232300	1st Person Responsible	Employee # 108455	
Place IDC Rate in Part 4 Below		SBC Agreement:	Phone:	
Date/Time Printed:	05-Nov-12 09:48 AM	Name:		

PART-2

Staffing Summary:		FY 2013 REVISION 1	FY 2013 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:				-
TOTAL NUMBER OF EMPLOYEE-EQUIVALENTS				

PART-3

Revenues: (Show as positive #)	Account #			Incr \ (Decr)
Interest income	440010	\$23,000	\$28,000	\$ (5,000)
Carryover interest: appro PY	490020	\$1,529,608	\$1,533,867	\$ (4,261)
Please enter a valid account number - >>>				\$ -
Total Revenues		\$ 1,552,608	\$ 1,581,867	\$ (9,261)

PART-4

Expenditures:	Account #	Subject to IDC ?		Subject to IDC ?		Incr \ (Decr)
DO NOT COPY TO, COPY ABOVE, OR REMOVE THIS LINE		YES	NO	YES	NO	
Salaries & wages	600000	\$0		\$0		\$ -
Fringe benefits	610000	\$0		\$0		\$ -
Contract services >=\$5K	650000		\$1,552,608		\$1,561,867	\$ (9,261)
Please enter a valid account number - >>>						\$ -
Please enter a valid account number - >>>						\$ -
Please enter a valid account number - >>>						\$ -
Total Expenditures		\$ 1,552,608		\$ 1,581,867		\$ (9,261)

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

Transfers In/Out - Net		\$ -	\$ -	\$ -
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Take to Narrative ==>		\$ 1,552,608	\$ 1,581,867	
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Excess\ (Deficit) of Revenues, Expenditures and Net Transfers		\$ -	\$ -	\$ -
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Company Cherokee Nation USD
Accounting Unit PL 102 EandT I System AU
Account Number Fund Balance Reserved
Year, Periods -

Compare	Begin bal	1,505,867.32- USD
Filter	Posted	.00
Total	Ending bal	1,505,867.32-

Reconcile
CSV Export

SC	Prd	Sys	Journal	Description	Stat	Amount	Rev
<input type="checkbox"/>							
<input type="checkbox"/>							
<input type="checkbox"/>							
<input type="checkbox"/>							
<input type="checkbox"/>							
<input type="checkbox"/>							
<input type="checkbox"/>							
<input type="checkbox"/>							
<input type="checkbox"/>							
<input type="checkbox"/>							
<input type="checkbox"/>							
<input type="checkbox"/>							

Company Cherokee Nation USD
 Accounting Unit PL 102 477 Combined Interest
 Account Number Interest income
 Year, Periods -

00 USD
 23,738.35-
 23,738.35-

SC	Prd	Sys	Journal	Description	Stat	Amount	Rev
<input type="checkbox"/>	8	CB	412 N	MMSA PL 102-477 MAY INT	Hi	1,430.22-	N
<input type="checkbox"/>	9	CB	376 N	June 2012 INT	Hi	630.09-	N
<input type="checkbox"/>	9	CB	388 N	MMSA PL 102-477 JUNE INT	Hi	1,289.78-	N
<input type="checkbox"/>	10	CB	359 N	July 2012 INT	Hi	651.23-	N
<input type="checkbox"/>	10	CB	374 N	MMSA PL 102-477 JULY INT	Hi	683.76-	N
<input type="checkbox"/>	11	CB	371 N	MMSA PL 102-477	Hi	482.18-	N
<input type="checkbox"/>	12	CB	337 N	Sept 2012 INT	Hi	630.49-	N
<input type="checkbox"/>	12	CB	357 N	MMSA PL 102-477 SEPT INT	Hi	323.10-	N
<input type="checkbox"/>	12	CB	375 N	Aug 2012 INT	Hi	651.38-	N
<input type="checkbox"/>							
<input type="checkbox"/>							
<input type="checkbox"/>							



Cherokee Nation	
Child Care & Development	
PL 102-477 Combined Interest	
AU 3232300	
Account 440010	
Year	Amount
2000	0.00
2001	0.00
2002	82,744.27
2003	60,048.05
2003	(500.00)
2004	50,037.85
2005	178,778.37
2005	(71,137.04)
2006	369,877.77
2007	368,527.19
2008	254,776.85
2009	101,170.10
2010	68,826.69
2011	42,717.22
2012	23,738.35
Total Combined Interest	1,529,605.67
2013 Estimated Interest	23,000.00
Total Estimated Interest at FY 2013	1,552,605.67
Uses:	
10% Contingency Fund Stilwell CDC Contruction	500,000.00
Child Care Data Base	
Tahlequah CDC Improvements	



CHEROKEE NATION - FY2013 BUDGET REQUEST FORM

PART-1

Budget Period:	10/01/12 to 09/30/13	Budget Preparer	Phone: 453-5636
Contract Period:		Name	AMI SAMS
Contract Number:		Accounting Unit Director/Manager	Phone: 453-5636
Accounting Fund:	3-Special Revenue	Name:	AMI SAMS
Funding Source:	32-IHS-Self Governance-Health	Group Leader	Phone: 453-5557
AU Description:	HEALTH LAND/BUILDING PURCH	Name:	CONNIE DAVIS
Accounting Unit:	3329050	1st Person Responsible	
Place IDC Rate in Part 4 Below		Employee #	105287
		SBC Agreement:	Phone:
		Name:	
Date/Time Printed	15-Nov-12 02:02 PM		
Notes:			

PART-2

Staffing Summary:	FY 2013 REVISION 1	FY 2013 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:			-
TOTAL NUMBER OF EMPLOYEE-EQUIVALENTS	-	-	-

PART-3

Revenues: (Show as positive #)	Account #			Incr \ (Decr)
Carryover: "appropriated" PY	490000	\$3,500,000	\$3,500,000	\$ -
Please enter a valid account number - >>>				\$ -
Please enter a valid account number - >>>				\$ -
DO NOT COPY TO, COPY BELOW, OR REMOVE THIS LINE!				
Total Revenues		\$ 3,500,000	\$ 3,500,000	\$ -

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				\$ -
Reserved by appropriation	760060	\$0		\$3,500,000		\$ (3,500,000)
Capital acquisitions >= \$5K	770000	\$3,500,000				\$ 3,500,000
Please enter a valid account number- >>>						\$ -
DO NOT COPY TO, COPY BELOW, OR REMOVE THIS LINE!						
Expenditures NOT Subject to IDC		\$ 3,500,000		\$ 3,500,000		\$ -
Expenditures SUBJECT to IDC		\$ -		\$ -		\$ -
Indirect Cost Rate (If blank or zero, must explain in Notes above)		14.15%		14.15%		
Indirect Cost Allocation	970000	\$ -		\$ -		\$ -
Total Expenditures		\$ 3,500,000		\$ 3,500,000		\$ -

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

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				\$ -

Transfers In/Out - Net		\$ -		\$ -	\$ -
-------------------------------	--	-------------	--	-------------	-------------

Take to Narrative ==>		\$ 3,500,000		\$ 3,500,000	
---------------------------------	--	---------------------	--	---------------------	--

Excess\ (Deficit) of Revenues, Expenditures and Net Transfers		\$ -		\$ -	\$ -
--	--	-------------	--	-------------	-------------

CHEROKEE NATION - FY2013 BUDGET REQUEST FORM

PART-1

Budget Period:	10/01/12 - 09/30/13	Budget Preparer	Phone: 5285
Contract Period:	08/24/11 - 09/30/14	Name:	Mary Campbell
Contract Number:	111NA010404	Accounting Unit Director/Manager	Phone: 5534
Accounting Fund:	3-Special Revenue	Name:	Shay Smith
Funding Source:	75-Federal Other	Group Leader	Phone: 5532
AU Description:	2011 CDFI Grant	Name:	Anna Knight
Accounting Unit:	3753207	1st Person Responsible	
Place IDC Rate in Part 4 Below		Employee #	10-1074
		SBC Agreement:	Phone:
		Name:	
Date/Time Printed:	31-Oct-12 10:22 AM		
Notes: cash out to AU 4109030			

PART-2

Staffing Summary:	FY 2013 ORIG REQUEST	FY 2012 BUDGET	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:			-
TOTAL NUMBER OF EMPLOYEE-EQUIVALENTS			-

PART-3

Revenues: (Show as positive #)	Account #			Incr \ (Decr)
Grants / contracts revenue	400000	\$194,802	\$725,000	\$ (530,198)
Interest income	440010	\$500		\$ 500
Please enter a valid account number - >>>				\$ -
DO NOT COPY TO, COPY BELOW, OR REMOVE THIS LINE!				\$ -
Total Revenues		\$ 195,302	\$ 725,000	\$ (529,698)

PART-4

Expenditures:	Account #	Subject to IDC ?		Subject to IDC ?		Incr \ (Decr)
DO NOT COPY TO, COPY ABOVE, OR REMOVE THIS LINE!		YES	NO	YES	NO	
Salaries & wages	600000	\$0				\$ -
Fringe benefits	610000	\$0				\$ -
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		\$ -	\$ -	\$ -	\$ -	\$ -
Indirect Cost Rate (If blank or zero, must explain in Notes above)		14.15%		13.73%		\$ -
Indirect Cost Allocation	970000	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures		\$ -	\$ -	\$ -	\$ -	\$ -
Revenues OVER \ (UNDER) Expenditures		\$ 195,302		\$ 725,000		\$ (529,698)

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	\$195,302		\$725,000		\$ (529,698)
Cash out: vehicle tax	900051					\$ -
Cash out: interprogram contract	900061					\$ -
Cash out: debt service	900071					\$ -
Transfers In\Out - Net		\$ (195,302)		\$ (725,000)		\$ 529,698
Take to Narrative ==>		\$ 195,302		\$ 725,000		
Excess\ (Deficit) of Revenues, Expenditures and Net Transfers		\$ -		\$ -		\$ -

CHEROKEE NATION AUDIT WORKSHEET

31-Oct-12

COMPONENT NAME: CDFI Grant
 COMPONENT NUMBER: 3753207
 GRANT NUMBER: 0.00
 GRANT PERIOD: 10/01/11 09/31/12
 GRANT AGENCY: Department of the Treasury
 ACCOUNTANT: Sandra Snell
 PREPARED BY: Sandra Snell
 REVIEWED BY: Cliff Powell

CFDA No 21.020

GRANT HISTORY	
GRANT PERIOD	TOTAL
New Awards:	
FY12 LOAN FUNDS	725,000.00
TOTAL GRANT AMOUNT	725,000.00
AMOUNT RECEIVED FY12	725,000.00
TOTAL RECIEPTS	725,000.00
Amount Remaining:	0.00
OTHER RECEIPTS FY 12	250.00
FY 13	250.00
TOTAL OTHER RECEIPTS	500.00
EXPENDITURES FY 12	530,198.54
TOTAL EXPENDITURES	530,198.54
UNEXPENDED BALANCE	195,301.46
GRANT REC / (PAY)	(195,301.46)

Interest Available to budget

194,801.46 Grant Revenue Available to budget



CHEROKEE NATION - FY2013 BUDGET REQUEST FORM

PART-1

Budget Period:	10/01/12 - 09/30/13	Budget Preparer	Phone: 5285
Contract Period:		Name:	Mary Campbell
Contract Number:		Accounting Unit Director/Manager	Phone: 5534
Accounting Fund:	4-Enterprise	Name:	Shay Smith
Funding Source:	10-Enterprise	Group Leader	Phone: 5532
AU Description:	Commercial Loan Fund	Name:	Anna Knight
Accounting Unit:	4109030	1st Person Responsible	
Place IDC Rate In Part 4 Below		Employee #	10-1074
		SBC Agreement:	Phone:
		Name:	

Date/Time Printed: 31-Oct-12 03:46 PM
 Notes: Cash in from AU 3753207, CDFI. \$195,302 budgeted in contracts > \$5k is the available loan pool from the 2011 CDFI loan fund.

PART-2

Staffing Summary:	FY 2013 REVISION 1	FY 2013 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:			-
TOTAL NUMBER OF EMPLOYEE-EQUIVALENTS			-

PART-3

Revenues: (Show as positive #)	Account #			Incr \ (Decr)
Interest Income	440010	\$1,008	\$1,008	\$ -
Interest Income - loans/notes	441000	\$45,600	\$45,600	\$ -
Carryover: "unappropriated" PY	490010	\$128,718	\$128,718	\$ -
Loan processing fee income	499021	\$9,000	\$9,000	\$ -
Late fee income	499023	\$0	\$0	\$ -
Please enter a valid account number - >>>				\$ -
DO NOT COPY TO, COPY BELOW, OR REMOVE THIS LINE!				\$ -
Total Revenues		\$ 182,326	\$ 182,326	\$ -

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	800000	\$0		\$0		\$ -
Fringe benefits	610000	\$0		\$0		\$ -
Contract services >=\$5K	650000		\$195,302			\$ -
Bad debts	760050		\$182,326		\$0	\$ 195,302
Please enter a valid account number - >>>					\$182,326	\$ -
Please enter a valid account number - >>>						\$ -
DO NOT COPY TO, COPY BELOW, OR REMOVE THIS LINE!						\$ -
Expenditures NOT SUBJECT to IDC			\$ 377,628		\$ 182,326	\$ 195,302
Expenditures SUBJECT to IDC		\$ -		\$ -		\$ -
Indirect Cost Rate (If blank or zero, must explain in Notes above)		14.15%		14.15%		
Indirect Cost Allocation	970000					\$ -
Total Expenditures			\$ 377,628		\$ 182,326	\$ 195,302
Revenues OVER \ (UNDER) Expenditures			\$ (195,302)		\$ -	\$ (195,302)

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		\$195,302			\$ 195,302
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					\$ -
Transfers In/Out - Net			\$ 195,302		\$ -	\$ 195,302
Take to Narrative ==>			\$ 377,628		\$ 182,326	
Excess(Deficit) of Revenues, Expenditures and Net Transfers			\$ -		\$ -	\$ -

Cherokee Nation Act/Resolution Proposal Form

Act Resolution

<u>ADMINISTRATIVE CLEARANCE</u>	
Dept/Program:	
Signature/Initial	Date
Executive Director:	
Signature/Initial	Date
Treasurer: (Required: Grants/Contracts/Budgets)	
<i>Lucy A. Hen</i> 11-8-12	
Signature/Initial	Date
Government Resources:	
Signature/Initial	Date
Administration Approval:	
<i>Eric John Boh</i> 11-8-12	
Signature/Initial	Date
<u>LEGISLATIVE CLEARANCE:</u>	
Legal & Legislative Coordinator:	
<i>Brittain</i> 11/13/12 @ 11:00am	
Signature/Initial	Date
Standing Committee & Date:	
<i>Executive Finance</i>	
Chairperson: 11-29-12	
<i>J. Fishindrawk</i>	
Signature/Initial	Date
Returned to Presenter:	
Date	Date

TITLE: AN ACT AMENDING LEGISLATIVE ACT #37-12 AUTHORIZING THE COMPREHENSIVE BUDGET FOR FISCAL YEAR 2013 OPERATING - MOD 3; AND DECLARING AN EMERGENCY

DEPARTMENT CONTACT: Gaylon Thompson

RESOLUTION PRESENTER: _____

COUNCIL SPONSOR: _____

NARRATIVE: