

COUNCIL OF THE CHEROKEE NATION
EXECUTIVE & FINANCE COMMITTEE REPORT

Group: Financial Resources

Month/Year of Report: October 2018

Treasurer: Lacey Horn

Phone: 207-3902

E-mail: lacey-horn@cherokee.org

- I. Budget Highlights – through September
 - a.) Financial Resources – 98% spent
 - b.) Treasurer – 68% spent
 - c.) IIM – 100% spent
 - d.) Acquisition Management – 99% spent
 - e.) Records Management – 59% spent
 - f.) Support Services – 94% spent
 - g.) Grants Management – 94% spent
 - h.) Grant Development – 100%
 - i.) Fleet Management – 84%
 - j.) Employee Performance Incentive – 40% spent
 - k.) Grant Development for CNB – 0% spent
 - l.) DOJ CTAS 2017 – 76%

- II. Program Highlights
 - a.) Departmental Goals
 - 1. Complete FY18 Audit – 0% Complete
 - 2. Obtain Unmodified Audit Opinion – 0% complete
 - 3. No Material Weaknesses on Single Audit – 0% complete
 - 4. Obtain GFOA Award for FY17 CAFR – 100% complete
 - 5. Reports completed & submitted for October 2018 – 99% completion
 - b.) Compliance
 - 1. Line of Credit – no outstanding borrowings
 - c.) Accomplishments
 - 1. Staff attended multiple webinars, trainings and conferences for grants management
 - 2. Staff attended NAFOA’s 2018 Fall Finance & Tribal Economies Conference
 - 3. Staff attended the Self Governance Advisory Committee meetings
 - d.) Upcoming Events

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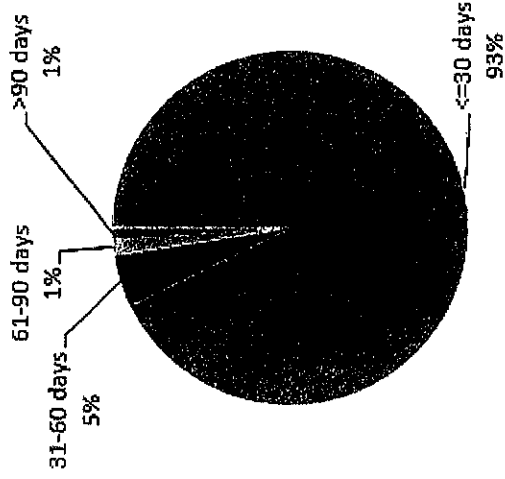
1. Various grant trainings scheduled for November 2018
2. Year end preparations underway

	A	B	C
1	Cherokee Nation Acquisition Management Year-To-Date Report Over \$5,000 Transactions October 1, 2017 through September 30, 2018		% of sub-total - TERO vendor submitted Bid
2	Award to TERO Vendor	\$ 15,459,493.12	95.13%
3	Award to non-TERO Vendor	\$ 790,712.68	4.87%
4	Sub-total bids with a TERO vendor participating	\$ 16,250,205.80	100.0%
5	Bid - no bids submitted by TERO Vendors	\$ 8,942,030.77	
6			
7	October 1, 2017 through September 30, 2018		

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Row Labels	APP-INVOICE-2	APP-TRAN-PMT-AMT-7
<=30 days	57,521	83,493,131.10
31-60 days	2,947	17,623,562.79
61-90 days	870	4,234,151.21
>90 days	680	1,374,423.43
Grand Total	62,018	106,725,268.53

Timeliness of Paid Invoices



- <=30 days
- 31-60 days
- 61-90 days
- >90 days

**Executive & Finance Committee
Career Services
October Monthly Report
Diane Kelley, Executive Director**

Career Services was awarded another Dislocated Worker grant from the Department of Labor. The two-year, \$8 million grant is titled Trade and Economic Transition – National Dislocated Worker Grant (TET-NDWG) and will provide 400 dislocated workers with employment and training services.

The **Day Training Program** had three participants enter unsubsidized employment. One was with Cherokee Nation and two were externally. Seven participants attained the Food Handler Certification.

The **Tribal Employment Rights Office (TERO)** is preparing for the annual TERO Banquet to honor vendors. The TERO Banquet will be held November 1, 2018 at the Hard Rock Hotel and Casino Tulsa.

The **Tribal Economic Development Program (TED)** held another job fair at West Siloam Springs and saw 72 people. We held a Job Fair at the Hard Rock and had 42 people apply. We held a Job Fair at Roland and saw 82 applicants. We have also meet three times with a company called “Project Rodeo” that is looking at employing 175 people.

Career Services staff attended the RSU Chili Cook-off at Mid-America Industry Park and won both categories.



Job Fairs and Other Events:

Keep up to date with future Job Fairs at: www.cherokee.org/jobfairs

Brad Eubanks is point of contact for Community Meetings.

Commerce Group

Securing and enhancing the financial well-being of Cherokee people, businesses and communities

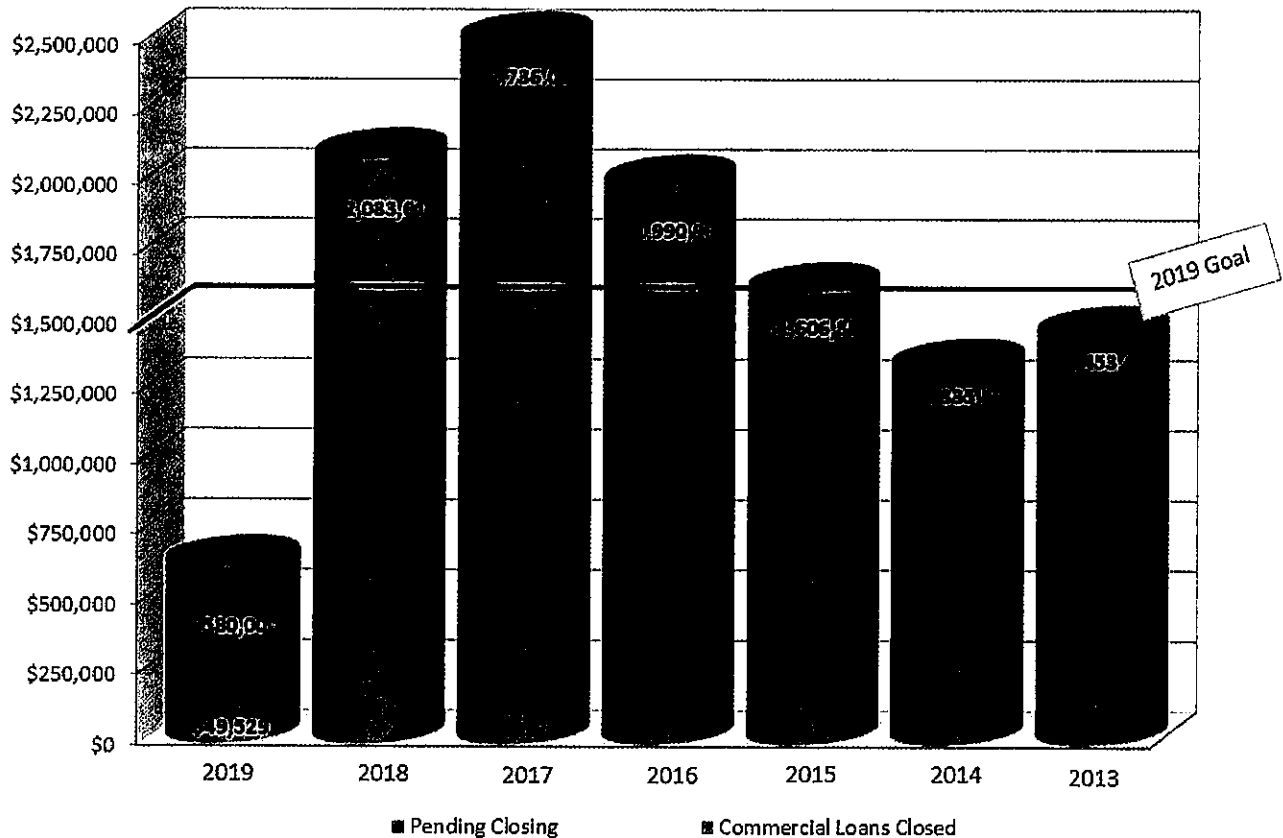
Anna Knight, Executive Director
918-453-5532
anna-knight@cherokee.org

Community and Economic Impact



Since 2010 Cherokee Nation Community
Investment: \$14,312,294.54 in 296
Privately-owned Small Businesses

Dollars Invested in the Local Economy Through Small Business Lending



Small Business Loans Closed October 2018

Community	Loan Purpose	Project Costs	Owner Equity	Jobs
Ft. Gibson	Service	\$64,435	23%	6

"Everyone involved was friendly and genuinely interested in the well-being of my business. They seemed eager to answer questions and help with anything that may have seemed confusing, which was especially nice for someone who, prior to, had never filed for a loan or significant financing for any reason outside new car purchases"

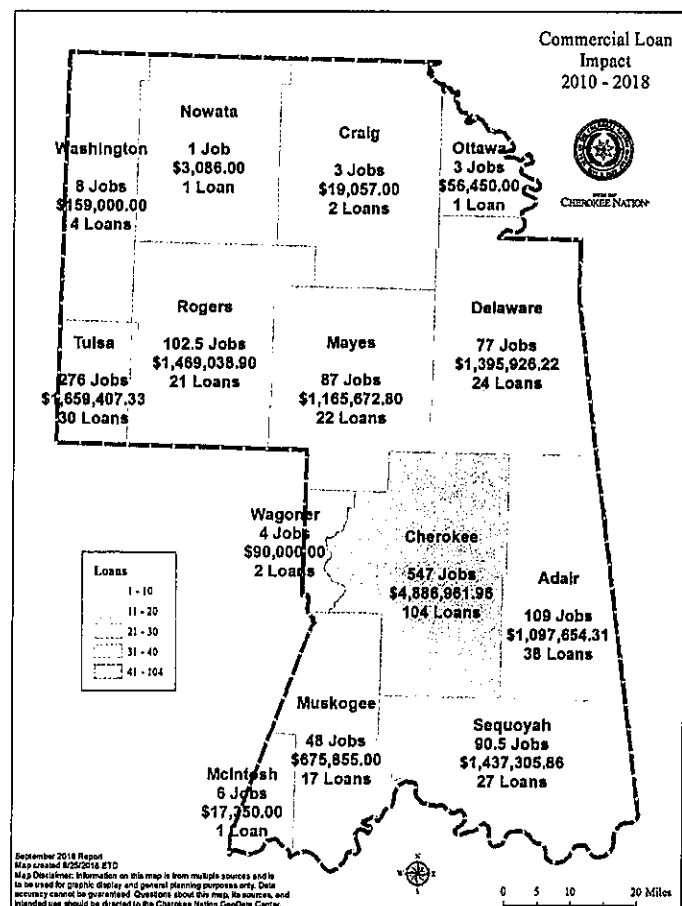
Kristopher Ketchum
Fabric Notions
Bartlesville, OK

Commercial Lending Pipeline (Commercial requests submitted)

Community	County	Business type	Start-up or Expansion
Tahlequah	Cherokee	Retail	Start-up
Jay	Delaware	Service	Start-up
Hulbert	Cherokee	Agriculture	Expansion
Tahlequah	Cherokee	Tourism Service	Expansion
Muskogee	Muskogee	Child Care Service	Expansion
Owasso	Tulsa	Service	Start-up
Tahlequah	Cherokee	Construction	Start-up
Claremore	Rogers	Service	Start-up

Commercial Lending Impact 2010 through 2019 by County

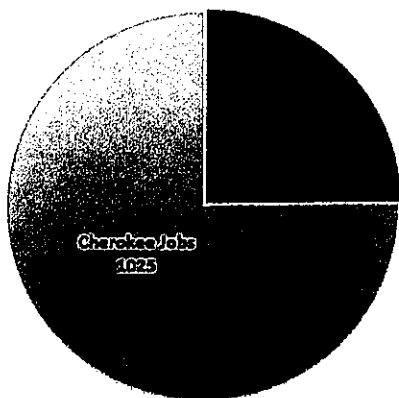
County	Economic Investment	Loans	Jobs
Adair	\$1,097,654	38	109
Cherokee	\$4,886,962	104	547
Craig	\$19,057	2	3
Delaware	\$1,395,926	24	77
Mayes	\$1,165,673	22	87
McIntosh	\$17,350	1	6
Muskogee	\$725,384	18	50
Nowata	\$3,086	1	1
Ottawa	\$56,450	1	3
Rogers	\$1,469,039	21	103
Sequoyah	\$1,437,306	27	91
Tulsa	\$1,789,407	31	282
Wagoner	\$90,000	2	4
Washington	\$159,000	4	8
Totals	\$14,312,295	296	1370



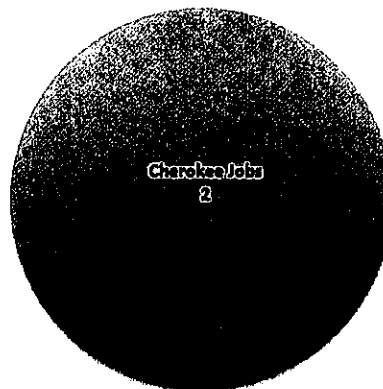
Businesses Create Community Based Jobs

Private Sector Jobs Created or Retained by Small Business Lending

Jobs Created FY10-19



Jobs Created FY 2019



Cherokee Nation Economic Development Trust Authority

A Cherokee Nation chartered nonprofit corporation
Certified as a Community Development Financial Institution

Lending Assets

Available Commercial Capital	\$1,625,381
Available Consumer Capital	\$940,346
Approved Grants Pending Distribution	\$910,083
Approved Grants Pending Receipt	\$770,000
Total Available Capital	\$4,245,810
Outstanding Commercial Loans	\$8,803,678
Outstanding Consumer Loans	\$1,954,410
Total Outstanding Loans	\$10,758,088

CNEDTA small business loans not only create jobs and but spur private sector economic investments at an approximate rate of dollar for dollar: FY18 loans leveraged \$4,968,217 in private dollars and since 2015 CNEDTA loans have leveraged \$14,760,768 in private dollars.

Entrepreneurial and Small Business Training

Entrepreneurial capacity building, through one-on-one assistance and in workshops settings, is available throughout the year to help entrepreneurs with business planning, strategic growth, marketing assistance, social media marketing, cash flow management, procurement and affordable financing.

In 2019, Business training workshops attracted 129 people representing Indian owned businesses. Additionally, 12 entrepreneurs received one-on-one business coaching.

Business/Entrepreneur Workshops			
Date	Location	Time	Workshop
October 24	Durant	8:00 am	REI, Do It Yourself Video Marketing
October 25	Durant	8:00 am	REI, Business Tax Workshop
October 25	Enid	8:00 am	REI, Negotiating 1.1
November 1	Hard Rock Casino	10:00 am	TERO Vendor Exchange Expo
November 6	Tahlequah	9:00 am	ICTC, Do It Yourself Video Marketing
November 13	Muskogee	9:00 am	ICTC, Unique Cases Before The IRS
November 15	Stilwell	9:00 am	ICTC, Questions to Ask Before Starting a Business
December 6	Sallisaw	9:00 am	ICTC, Questions to Ask Before Starting a Business

Community Based Business Coaching		
Community	Address	Dates
Pryor	Cherokee Nation Career Services - 2945 Hwy 69A	1st Tuesday Each Month
Bartlesville	Rogers State University - 401 S Dewey - Room 808	2nd Thursday Each Month
Sallisaw	Cherokee Nation HACN - 100 E. Choctaw	3rd Tuesday Each Month
Tulsa	Cherokee Nation Career Services - 10837 E Marshall St., Ste. 101	2nd Tuesday Each Month
Claremore	Cherokee Nation HACN - 23205 S Hwy 66	4th Thursday Each Month
Jay	Cherokee Nation HACN - 109 13 th St.	4th Monday Each Month

Commerce Business Coach Brian Wagnon brian-wagnon@cherokee.org or 918-506-9168

Commerce staff visits all business loan clients annually to monitor business progress, employment increases, view collateral and evaluate any entrepreneur or management need training to ensure business growth and success.

Kawi Café a model experiential entrepreneurship training program

Managed by Commerce business coaches, we partner with Career Services Day Training and Re-entry Programs to find Kawi participants. *This is not a culinary arts program.*

- Total Graduates 74
- Total Re-entry/Recent Offenders 38
- Total Day Training 40
- Total Opening Small Business 5

****All participants have been low income American Indians. Stipends for participants paid mostly by Career Services and in part by Commerce grant.**

Kawi Café has given me a great opportunity to utilize my people skills as well as learn new skills in customer service. I've become more independent in my daily living and opened a new door to learn business skills for my future. I'm so grateful for this place.

Billy Anson, Tahlequah, OK

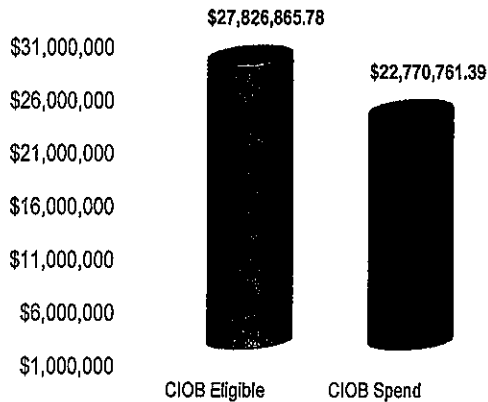


Entrepreneur Skills Learned by Kawi Participants

	<p>Small Business Ownership</p> <ul style="list-style-type: none"> • Business Planning • Marketing • Cash Flow Management • Staffing • Pricing • Product Design
	<p>Business Management</p> <ul style="list-style-type: none"> • Staffing • Marketing • Customer Service • Personnel Management • Leadership • Teamwork
	<p>Job Skills</p> <ul style="list-style-type: none"> • Interpersonal Skills • Work Hours • Follow Direction • Resume • Life Skills • Communications

CN Procurement Awarded to Certified Cherokee/Indian-Owned Small Business

81.83% of CIOB Eligible Procurement Opportunities were awarded to CIOBs

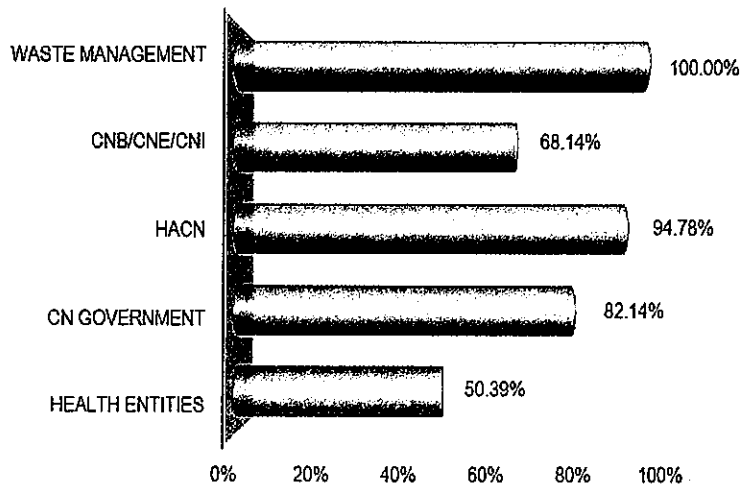


TERO Procurement Opportunities	
Entity	% Awarded
CN Government	95.13%
CNE	66.04%
Health Entities	99.13%
CNI	4.14%
Waste Management	0%

Health Entities are PACE/Elder Care and Cherokee Nation Home Health

CNB Procurement by the Numbers: TERO Opportunities, TERO Bid Submissions and TERO Bid Awards				
Eligible Opportunities	TERO Bid Submissions		Bids Awarded With Participation	
Tracking late Jan - September 2018	% bids submitted	# bids submitted	% of submissions	# of submissions
194	51.55%	100	45.00%	45

74.09% of Employees are registered Cherokee Nation Citizens



Includes companies majority owned; does not include temporary or government contract employees

Artists as Entrepreneurs and Community Tourism as Economic Development

Increasing the business capacity of our Artists and tourism capacity of our communities

The Cherokee Arts Center provides teaching space and specialized equipment for artists to increase their revenues. Year to date, **70 people have attended 14 artist taught classes** and the **equipment has been used 83 times by 40 artists**. One artist space is used exclusively by the National Treasures to both work and to teach class. Year to date artists have taken advantage of the **Cherokee Arts Center 159 times**.

"It is great to have National Treasures teaching at the arts center where we can come and learn. I enjoy doing shell carving and wish we had more equipment so more of us can work at a time. It's been good to me here."

-Vicki Coppedge

Cherokee Arts Center		
Registration is necessary and all classes are fee based, paid directly to artists		
Date	Time	Class
Every Monday	6:00-8:00 pm	Jewelry Making Class
Every Tuesday	6:00-8:00 pm	Beginning Metal Smithing
Every Tuesday	4:00-5:30 pm	ICW Cultural Art Class
Every Wednesday	4:00-5:30 pm	ICW Cultural Art Class
Every Thursday	6:00-8:00 pm	Metal Smithing with Steve
Every Friday	7:00-9:00 pm	Life Drawing with Matt
Every Saturday	10:00-1:00 pm	Watercolor with Paula Hefley
Every Saturday	1:00-3:00 pm	Beginners Metal Smithing
Every Wednesday	11:00-4:00 pm	Shell Carving with Knokovtee
November 13 (2 nd Tuesday)	6:30-9:00 pm	SEIAA Monthly Meeting
November 17 (3 rd Saturday)	2:00 – 3:00 pm	Tahlequah Writers Group
November 11 (2 nd Sunday)	6:30 – 9:00 pm	Tahlequah Arts Council Meeting

The Spider Gallery currently represents **131 Cherokee Nation artists, 20 of which are National Treasures**.

Cherokee Nation Proudly Presents



- Year to date 53 visits have been made to the Gallery
- Will begin framing services for CNB and local artists
- Artists have earned \$4,531.12
- Online Gallery sales are live
- The Art Center now offers a lathe for woodworking
- Will be partnering with Crystal Bridges Museum to offer sewing workshops as part of their exhibition art for a New Understanding: Native Voices, 1950s to Now.

**2019 Grant Applications Underway and Recently Submitted:
Pending, includes 2018, and Approved**

*Please note some grants are submitted under the
Cherokee Nation Economic Development Trust Authority (CNEDTA)*

Grant Submitted	Purpose	Funding Year	Amount Requested	Status	Notes
USDA Rural Business Development (RBDG)	Small Business	2019	\$500,000	Informal Award Notification	Commercial Lending
US Treasury CDFI	Small Business	2019	\$770,000	Awarded	CNEDTA – Commercial Lending
USDA Rural Business Development (RBDG)	Retail Center Road Access	2019	\$250,250	Informal Award Notification	Partnership with City of Stilwell
USDA Rural Business Development (RBDG)	Small Business	2019	\$149,520	Pending	Increasing staff capacity
SBA PRIME	Small Business	2019	\$150,000	Awarded	Continue Kawi Operations – re-entry/ex-offenders
National Endowment for the Arts	Cherokee Arts Center	2019	\$30,000	Pending	Expand child Art Therapy Classes in partnership with ICW
USDA Socially Disadvantaged Grant	Community - Capacity Building for Community Nonprofits	2019	\$200,000	Informal Award Notification	Board Development, Succession Planning and Financial Management
BIA – Indian Business Development Institute	Small Business	2019	\$100,000	Pending	Feasibility for blackberry cooperative style business increasing agriculture opportunities in communities
HUD ROSS SC	Financial Education	2019	\$416,377	Pending	Connect HACN residents with self-sufficiency counseling Partnership with HACN, 3 year project