DCD Executive Administration Program Quarterly Report

Date	April 4, 2025
Program Name	Executive Administration
Division	Community Development

CONTACT INFORMATION

Address	Main Phone	Main Fax		
P.O. Box 1904 Window Rock, AZ 86515	(928) 871-7182	(928) 871-7189		
Main Website	Main Email	Social Media Links		
www.nndcd.org	cyazzie@nndcd.org			

Public Access Detail

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Directions to Office (Location Description)	Services Offered to the Public
Navajo Nation Administration Building #2, second floor, southern section, Window Rock, AZ	Websites, Public WIND reports, general DCD division information

ACCOMPLISHMENT #1 Title Date

Accomplishment Description:

IT Services:

- 3 DCD Newsletters published for January, February and March 2025
- 58 Chapter IT tech support requests responded to on chapter website support, email assistance, WIND system issues, computer hardware/software, printing, training, MIP computer and software support and Google Workspace support
- 7 trainings completed for Navajo Chapters:
 - Window Rock Website Training February 19th, 2025
 - Window Rock Website Training February 26th, 2025
 - Shiprock IT presentation March 17th, 2025 (four training presentations)
 - Chinle ASC Staff Meeting at Rough Rock Chapter Email/Google Presentation March 27th, 2025

Accomplishment #2

Title Date

Accomplishment Description:

Community Land Use Planning (CLUPC):

- CLUPC website development has been posted to the Community Development website
- 5 Agency Chapter CLUPC Orientations All 110 Chapter CSC's, Chapter Managers, AMS's, Chapter Officials have participated in the orientation.
 - o Ft. Defiance, Western, Eastern, Central, Northern Agencies
- 6 individual chapter CLUPC orientation Requests
- 25 technical assistance requests
 - o 6 of those requests are individual worksessions with the chapters.

ACCOMPLISHMENT #3		
Title	Date	
Accomplishment Description:		

PROJECT #1 Title Status **Project Description:** WIND System Upgrade: • Completed ICIP gap analysis and began screen mockup reviews Completed 164 Tracker gap analysis • Screen mockup reviews pending for 164 Tracker and Budget/Fund Balance PROJECT #2 **Title** Community Use Plan Status Ongoing **Project Description:** Community Land Use Planning (CLUPC): • Completed CLUPC website development • Continue to provide technical assistance to chapters • Continue to assist chapters with certifying the land use plan PROJECT #3 Title Status **Project Description:**

Goal #1				
Goal Target Date	End of third quarter			
Goal Description: WIND System Upgrade: Complete Screen by screen review for Project Tracking module Complete Gap analysis for Project Authorization module Complete screen mockup reviews for Budget/Fund Balance and 164 Tracke				
Goal #2				
Goal Target Date				
Goal #3				
Goal Target Date				
Goal Description:				

REPORT POINT OF CONTACT		
POC Name	Leslie Sandoval	
POC Title	Administrative Assistant	
POC Phone/Email	(928) 871-7172	

ATTACHMENTS

Please attach separately to this report the following required documents (PDF or Word format):

Budget Status Report for FY2025 Quarter 2 (January 1 to March 31)
Program/Staff Directory
Program Organizational Chart

SUBMISSION INSTRUCTIONS

- Reports for each department/program should be completed by program manager.
- Reports must be submitted to Division Directors for final approval.
- Division Directors/Deputies/Delegated Approvers for division: Review program submissions for final approval and send to:
 - o Byron C. Shorty, Data & Technology Director, Office of the President & Vice President, via email (<u>byron.shorty@navajo-nsn.gov</u>).
 - o Email Subject Line must contain: "APPROVED [Program Name]"

Important: Do not convert Word file into PDF/print out/rescan completed reports. Send only Word files with "Approved" keyword in email subject line in order to complete approval process.

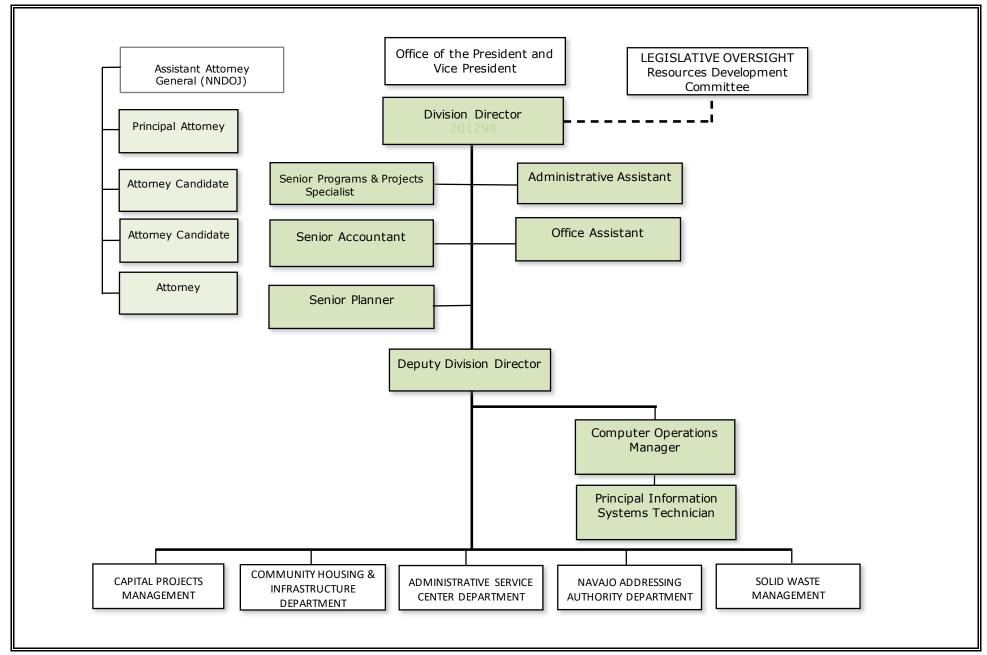
Due Date: April 4, 2025 at 5:00PM.

DIVISION OF COMMUNITY DEVELOPMENT FY2025 2nd Quarter Budget Report January 1, 2025 to March 31, 2025

Fund Type: General Funds	Fund Name	Fund Period	Original Amount	Revised	Expended	Budget Balance	Percent Balance
General Funds	DCD Exec Admin	10/01/24-09/30/25	770,689	1,957,743	1,012,947	944,797	52%
General Funds	Solid Waste Management Dept	10/01/24-09/30/25	615,383	1,185,996	618,269	567,727	52%
General Funds	Community Housing & Infrastructure Dept	10/01/24-09/30/25	716,744	1,590,989	698,040	892,949	45%
General Funds	Administrative Service Center Dept	10/01/24-09/30/25	1,063,599	2,211,030	956,522	1,254,508	43%
General Funds	Capital Projects Management Dept	10/01/24-09/30/25	2,626,295	4,715,582	2,314,254	2,401,329	49%
General Funds	Navajo Addressing Authority Dept	10/01/24-09/30/25	191,997	268,105	85,384	182,722	32%

THE NAVAJO NATION DIVISION OF COMMUNITY DEVELOPMENT ADMINISTRATION

FY 2025 ORGANIZATIONAL CHART





DIVISION OF COMMUNITY DEVELOPMENT

ADMINISTRATION BUILDING #2, 2ND FLOOR SOUTH, WINDOW ROCK, ARIZONA PERSONNEL & TELEPHONE DIRECTORY

EXECUTIVE OFFICE
PO Box 1904 Window Rock, AZ 86515
Condition Vis. 1s. Bit is the Bit state of
Candice Yazzie, Division Director
Leslie Sandoval, Admin Assistant
Delilah Bill, Office Assistant
Latasha James, Senior Planner7173 Sharilene Jeff, Senior Programs/Projects Specialist7246
Sharilene Jen, Senior Programs/Projects Specialist7246
INFORMATION TECHNOLOGY
Norbert Nez, Computer Operations Manager7181
Sylvia Jordan, Principal Info Systems Techni7213
SOLID WASTE MANAGEMENT DEPARTMENT
Lyman Tullie, Senior Plannerltullie@nndcd.org
NAVAJO ADDRESSING AUTHORITY DEPARTMENT
MC Baldwin, RA/GIS Coordinator 871-7091
Jasper Rodgers, RA/GIS Technician7157
Norman Scott, Com Involvement Specialist6093
CARITAL BROLECTO MANACEMENT DERARMENT
CAPITAL PROJECTS MANAGEMENT DEPARTMENT PO Box 1510 Window Rock, AZ 86515
10 Box 1510 Willdow Rock, AZ 80515
Department Manager II 871-6211
SUPPORT STAFF
Margaret A. Begay, Accountant6169
Regina Eltsocie, Contract Analyst
MauKenzi Moore, Administrative Services Officer6734
Lisa Jim, Office Specialist
Selina Yazzie, Accounts Maintenance Specialist
·
PROJECT MANAGEMENT
Leonard Hardy, Senior Programs & Projects Specialist7180
Judith Willoughby, Programs & Projects Specialist6939
Henry Yazzie, Jr., Project Manager
Irma Julian, Project Manager (Ft Defiance)6168
Kent Grantsen, Project Manager
Ricky Yazzie, Project Manager7177
Construction Supervisor
Project Manager
Stephanie Baldwin, Contract Compliance Officer
Stephanie Baldwin, Contract Compliance Officer
AGENCY STAFF
Denise RE Copeland, Principal Archaeologist 505-368-1059
Rory Jaques, Project Manager (Shiprock) 505-368-1022
Project Manager (Chinle)

COMMUNITY HOUSING & INFRASTRUCTURE DEPARTMENT	ASC DILKON OFFICE
PO Box 2389 Window Rock, AZ 86515	
Patrick Dalgai, Department Manager II	Eunice Begay, Senior Jennifer Ruskin, Offic Toni Mina, Administ
Alfreida Nez, Senior Programs & Projects Specialist	ASC CHINLE OFFICE Edgerton Gene, Seni Andrea Chato, Office Robert Jumbo, Admi
PO Box 2389 Window Rock, AZ 86515	ASC FORT DEFIANCE
TO BOX 2303 WINDOW ROCK, AZ 00313	Patricia D. Begay, Se
Saraphina Curley, Senior Office Specialist	Laci K. Begay, Office
Leslie Lee, Office Assistant7420	Derek Echohawk, Ad
Jerome Meyers, Field Supervisor	, , ,
HOUSING IMPROVEMENT PROGRAM PO Box 527 Fort Defiance, AZ 86504	ASC SHIPROCK OFFI Elizabeth Washburn Charlene Begay, Offi
Rita Begay, Program Manager I928-729-4319	Tanya Henderson, A
Marilyn Barney, Accounting Technician	ASC CROWNPOINT (Heather Yazzie-Kinla Adrianna Carviso, Of Cecelia Toledo, Adm
DCD FRF OFFICE	ASC GALLUP OFFICE
Wilson Stewart, Department Manager II928-551-8935	Guarena Adeky, Sen
Dawnell R. Begay, Programs & Projects Specialist928-551-8941	Office Specialist
Edwin Begay, Administrative Service Officer	Myrna James, Admir
Ryan R. Begay, Planner/Estimator	· · ·

ADMINISTRATIVE SERVICE CENTERS PO Box 1904 Window Rock, AZ 86515	
Jaron Charley, Department Manager II Tia Yazzie, Administrative Assistant Darilyn Yazzie, Office Assistant	6221
ASC TURA CITY OFFICE	

Merlin , Senior Accountant

	SC TODA CITT OTTICE	
M	Milford Maloney, Senior Projects/Programs Specialist 928-28	3-3341
O	ffice Specialist	3341
Kr	risten Charley, Administrative Services Officer	3341

ASC RATENTA OFFICE	
Lena Poyer, Senior Projects/Programs Specialist lpc	yer@nndcd.org
Office Specialist	(928) 871-6221
Administrative Services Officer	(928) 871-6221

Jennifer Ruskin, Office Specialist
ASC CHINLE OFFICE Edgerton Gene, Senior Projects/Programs Specialist928-674-2252 Andrea Chato, Office Specialist
ASC FORT DEFIANCE Patricia D. Begay, Senior Projects/Programs Specialist928-871-7547 Laci K. Begay, Office Specialist
ASC SHIPROCK OFFICE Elizabeth Washburne, Senior Proj/Prog Specialist505-368-1023 Charlene Begay, Office Specialist
ASC CROWNPOINT OFFICE Heather Yazzie-Kinlacheeny, Senior Proj/Prog Specialist. 505-786-2093 Adrianna Carviso, Office Specialist
ASC GALLUP OFFICE Guarena Adeky, Senior Projects/Programs Specialist505-905-1050 Office Specialist

VISIT WEBSITE: NNDCD.ORG

Capital Projects Management Department Program Quarterly Report

Date	March 28, 2025
Program Name	CAPITAL PROJECTS MANAGEMENT DEPARTMENT
Division	DIVISION OF COMMUNITY DEVELOPMENT

CONTACT INFORMATION

Public Access Detail

Address	Main Phone	Main Fax
	Walli i Holle	Maiii i ax
PO BOX 1510 Window Rock, AZ 86515	(928) 871-6211	(928) 871-7162
Main Website	Main Email	Social Media Links
https://www.cpmd.nndcd.org	leonard_hardy@nndcd.org	N/A

Directions to Office (Location Description)	Services Offered to the Public
Navajo Nation Administration Building	The Capital Projects Manageme

#2, 2nd Floor South
2296 Window Rock Blvd
Window Rock, AZ 86515

The Capital Projects Management Department (CPMD) is responsible for the administration, coordination, and development of capital projects across the Navajo Nation.

Accomplishment #1

Title	Contract for Bathroom Additions	Date	February	/ 2025
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Accomplishment Description:

The Navajo Nation Capital Projects Management Department (CPMD) has successfully obligated approximately \$2.1 million in State of New Mexico capital outlay funding for the Bathroom Additions Project identified under the 2021 State allocation. These funds will support the planning, design, and construction of much-needed bathroom additions for homes in twelve (12) Navajo Nation chapters, improving access to basic sanitation and enhancing public health across rural communities.

As part of the project rollout, a Notice to Proceed (NTP) is scheduled to be issued during the week of February 28, 2025, formally authorizing the commencement of project activities. This milestone will initiate construction mobilization and allow contractors to begin work in coordination with CPMD and local chapter leadership.

Currently, CPMD is actively coordinating and scheduling pre-construction project meetings with each of the twelve participating chapters and the Navajo Engineering and Construction Authority (NECA)—the agency designated to carry out the construction activities. These meetings are essential to align project scopes, schedules, and community engagement strategies, and to ensure that each chapter's unique site conditions and housing needs are addressed efficiently.

Through this collaboration, the Bathroom Additions Project will provide safe, accessible, and fully functional restroom facilities to homes that currently lack indoor plumbing, supporting the health, dignity, and wellbeing of families across the Navajo Nation.

Accomplishment #2

Title 2021 Capital Outlay Water Supply Date February 2025	, 1000			
Projects	Title	, , , , , , , , , , , , , , , , , , , ,	Date	February 2025

Accomplishment Description:

- 1. Fourteen (14) water supply projects are scheduled for completion by June 30, 2025 grant deadline. DCD has been assisting the Water Management Branch to process all payments requested by vendors under contract with the Navajo Nation.
- **2.** Assisted WMB with acquiring amendment signatures and authorization to process a \$ 2,000,000 billing for Coyote Canyon Water Supply projects. The billing was completed before the grant deadline.

Accomplishment #3

Title	Sihasin Monthly	/ Meeting	Date	March 7	, 2025
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Accomplishment Description:

The resumption of monthly meetings focused on the Navajo Nation's Sihasin Fund is a vital step in advancing transparency, collaboration, and progress across critical infrastructure and community projects. With active participation from the Office of the Controller (OOC), the Office of Management and Budget (OMB), the Department of Water Resources, and the Division of Aging and Long Term Care Services, these meetings will provide an essential platform for coordinated planning and oversight.

The initial focus on regrouping and prioritizing Aging-related projects reflects a deep commitment to honoring and supporting our elders. Many Sihasin-funded aging facilities and service programs have experienced delays due to administrative and funding coordination gaps. These meetings are intended to realign project goals, identify challenges, and move forward with clear, actionable steps.

Bringing these key departments together each month ensures that funding allocations, procurement processes, design development, and construction oversight remain on track. This collaborative structure not only enhances accountability, but also strengthens interdepartmental coordination to better serve our communities.

By restarting these Sihasin Fund meetings, the Navajo Nation is reaffirming its commitment to effective governance and long-term investment in the health, dignity, and well-being of our elders and all beneficiaries of Sihasin-funded initiatives.

PROJECT #1

Title	Smith Lake Chapter Equipment	Status	On-going
	Storage/Warehouse		

Project Description:

In January 2025, the Capital Projects Management Department (CPMD) was assigned the task of securing confirmation from the original architect of the Chapter's Equipment Storage Building design, which was completed in 2019. The project had not progressed beyond the design phase due to construction bids exceeding the allocated budget. Upon contacting the firm for digital design files, CPMD learned that the architectural firm had since ceased operations.

In response to this development, CPMD engaged Loren Miller Architects to revise and adapt the original design. The objective of the redesign is to reduce construction costs while maintaining the building's core function as a storage and maintenance facility for Chapter equipment. The initial design featured office space, restrooms, and equipment repair areas—components that significantly increased costs due to their commercial and environmental design requirements.

The redesigned plans will modify or remove these high-cost elements to ensure the project remains within budget, while still supporting the operational needs of the Chapter. This cost-conscious approach aligns with CPMD's commitment to delivering effective infrastructure solutions that meet both financial constraints and community needs.

PROJECT #2

Title Mariano Lake Multi-Purpose Building Status	On-going
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Project Description:

Since the contract was signed on December 12, 2024, the Division of Community Development (DCD) has encountered ongoing challenges in obtaining a contract number from the Purchase Department within the Office of the Controller (OCC). Despite the passage of over two months, our office has yet to receive confirmation on whether a contract number will be issued. This prolonged delay has become a matter of serious concern.

DCD has addressed all issues previously raised by the OCC regarding the procurement process. Each concern was met with prompt and thorough responses, accompanied by comprehensive supporting documentation that details the full procurement chain of events. However, despite our timely and diligent efforts, no resolution has been communicated by the OCC to date.

DCD is increasingly concerned that the continued lack of action may delay the start of construction and potentially lead to a million-dollar change order once the project commences. To prevent further complications and avoid additional costs, we are urgently requesting that this matter be resolved as soon as possible.

We will continue to monitor the situation closely and maintain active communication with the relevant departments to expedite the issuance of the contract number and ensure the project proceeds without further delay.

PROJECT #3

Title Gadii Ahi/To'Koi new complex Status On-going

Project Description:

- With the continued challenges related to the water line connection, my office
 has been working with the Navajo General Leasing Department to complete
 the right of way process for the proposed right of ways.
- Currently as of February 2025, we have requested the NTUA to assist us in providing a copy of a Right of Way lease for the main waterline which the proposed project will connect to. This document will be part of the right of way package for the waterline connection to the new complex.
- CPMD appreciates the assistance of the Navajo GLADD office to help prepare the documentation for the approval.

GOAL #1

Goal Target Date April to June 2025

Goal Description:

Establishment of Training Programs

To build local capacity and enhance the professional development of Chapter and Navajo Nation staff, the following virtual training programs will be established and made available:

1. Project Management Training Program (10-week Virtual Course)

Objective:

To equip staff with foundational and intermediate-level knowledge of project management principles, methodologies, and tools, enabling them to effectively plan, execute, and manage capital improvement and community development projects.

Outcomes:

Participants will receive a **Certificate of Completion** and gain skills to support

planning and management of infrastructure and facility development projects within their communities.

2. Management Concepts Training Program (Virtual)

Objective:

To strengthen core management and leadership competencies, focusing on communication, team-building, time management, supervision, and strategic planning tailored for local government and tribal settings.

Outcomes:

Participants will build leadership and operational management skills critical to effective service delivery and program execution. Completion of the course will be recognized with a **Certificate in Tribal Management Concepts**.

GOAL #2

Goal Target Date | April to June 2025

Goal Description: IDIQ Contracting for Project Management Services

The DCD Capital Projects Management Department (CPMD) utilizes **Indefinite Delivery/Indefinite Quantity (IDIQ)** contracting to support its growing portfolio of capital improvement projects across the Navajo Nation. The IDIQ contract vehicle enables CPMD to streamline the procurement of **qualified project management firms** to provide a range of services, including:

- Program management and project oversight
- Pre-construction coordination
- Budget and schedule monitoring
- Stakeholder engagement and reporting
- Construction management support
- Coordination with architects, engineers, contractors, and Navajo Nation stakeholders

IDIQ contracts are competitively awarded and allow CPMD to issue task orders for specific scopes of work as project needs arise, without the delay of initiating separate procurement processes for each assignment. This flexibility enhances the

Department's ability to respond quickly to community infrastructure needs and deliver projects on time and within budget.

The use of IDIQ contracting is part of CPMD's commitment to improving efficiency, transparency, and service delivery in capital projects that benefit the 110 Chapters of the Navajo Nation.

GOAL #3

Goal Target Date | April to June 2025

Goal Description: Continue with Updates to the Community Development Division WINDs System

The Community Development Division (CDD) will continue to implement improvements to the web-based Woven Integrated Navajo Data (WIND) system to ensure it remains a robust, efficient, and user-friendly tool for tracking and managing infrastructure projects across the Navajo Nation. The following updates are planned:

• Update Workflow Process

The current workflow in WINDs will be revised to improve efficiency, transparency, and consistency across all capital projects. Enhancements include:

- Streamlining approval chains to reduce project delays.
- Integrating milestone tracking, including planning, design, construction, and closeout phases.
- Automating notifications to alert staff and chapter officials of pending tasks or deadlines.
- Adding functionality for attaching documentation (e.g., permits, resolutions, studies) at each project stage.
- Customizing access roles so chapter officials, project managers, and departments can interact with the system according to their responsibilities.

• Update Project Reporting

Improved project reporting features will provide more timely, detailed, and visual information on each infrastructure project. Planned upgrades include:

• **Dashboard views** for real-time updates on project status, funding, expenditures, and timelines.

- Exportable reports for use in presentations, budget justifications, and legislative sessions.
- Map-based project tracking, allowing users to view infrastructure development by location.
- **Filtering and sorting capabilities** to help users generate reports by chapter, agency, funding source, or project type.
- Summary metrics to show total projects by phase, average completion time, and funding leveraged.

Update System Data Capacity

To ensure WINDs can support long-term growth and data needs, technical upgrades to the system's infrastructure are planned:

- **Expanded server storage** and database capacity to handle thousands of projects and high-volume document uploads.
- Enhanced performance optimization to reduce system lag during high-use periods.
- Cloud-based backup solutions to protect against data loss and ensure continuity.
- **Data integrity tools** to validate input accuracy and eliminate duplication across projects.
- Integration capability with external systems such as GIS mapping tools, Navajo Nation Financial System, and Navajo Department of Transportation databases.

These updates will support CDD's mission of advancing community-led development across the Navajo Nation by increasing transparency, accountability, and access to real-time project data for all stakeholders.

REPORT POINT OF CONTACT			
POC Name	Leonard Hardy		
POC Title	Delegated Department Manager II		
POC Phone/Email	(928) 871-6211/6734 / leonard_hardy@nndcd.org		

ATTACHMENTS

Please attach separately to this report the following required documents (PDF or Word format):

Budget Status Report for FY2025 Quarter 2 (January 1 to March 31)	
Program/Staff Directory	
Program Organizational Chart	

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Due Date: April 4, 2025 at 5:00PM.

Executive Branch Program Quarterly Report

Date	March 31, 2025 – 2nd Quarter Report		
Program Name	Community Housing & Infrastructure Dept Community Development Block Grant Housing Improvement Program		
Division	Division Community Development		

CONTACT INFORMATION

Address	Main Phone	Main Fax
P.O.Box 2389	928.871.6468	928.871.7418
Main Website	Main Email	Social Media Links
www.nndcd.org	admin@nnchid.org	N/A

PUBLIC ACCESS DETAIL

0D2107100200 D217112			
Directions to Office (Location Description)	Services Offered to the Public		
Admin Building #2, 2 nd Floor, Southwest Corner.	 Home assessments Home restoration/repair construction Assist with building materials purchase 		
Administration Building Nearest to the Fire Station.	 and manpower 4. New home construction, renovation for very-low income families 5. Down payment assistance 6. Funding assistance for community infrastructure projects (powerline, waterline) 		

ACCOMPLISHMENT #1

Title	Infrastructure Proj	ects	Date	3-31-25
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Accomplishment Description:

- 1. CDBG Conducted ICDBG Public hearings for all 5 agency chapters at Twin Arrows, San Juan College and Red Mesa Chapter.
- 2. CDBG Aneth Subrecipient Agreement at NTUA for Managers signature
- 3. CDBG Assessment complete for Aneth "Todacheenie" Powerline Project
- 4. Two (2) staff attended trainings: Environmental Review and How to Communicate with Tact and Professionalism.

ACCOMPLISHMENT #2

Title Restoration and Assessment Date 3-31-25

Accomplishment Description:

- 1. CHID: Construction Supervisor attended Construction Inspection training
- 2. CHID: Conducted 30 home site assessments for ARPA housing clients.
- 3. CHID: Conducted 3 home assessments under ARPA and general funds.
- 4. CHID: Completed 5 home assessments and restorations, with 2 in progress with self-services.
- 5. CHID: Assisted with building materials for 7 homes, including emergency and self-services.
- 6. CHID: Completed framing on roofing repairs and insulation, drywall, painting, and exterior roofing that includes replacing OSB, underlayment and roofing rolls.
- 7. CHID: Accomplishment: Lillie Martin (2/7/2025) Emergency roof repair.
- 8. CHID: Accomplishment: Virginia Benally (3/12/2025) Emergency roof repair.
- 9. CHID: Accomplishment: Henrietta Tsinajinnie (3/24/2025) Emergency roof repair.

ACCOMPLISHMENT #3

TitleHousing ImprovementDate03-31-25

Accomplishment Description:

- 1. The FY2026 BIA Housing Application was available starting January 2, 2025 at the Agency Office (Crownpoint, NM, Chinle and Fort Defiance, AZ) and also available of the nndcd.org website. The Eligibility technician have been conducting Presentation and Outreach at the Chapters throughout the five agencies at the Chapter request. Crownpoint Agency: Twelve (10); Chinle Agency: Nine (9); Tuba City Agency: Eight (8) Presentation; Fort Defiance Agency (2) and Shiprock Agency: No request
- 2. BIA/ARPA Manufacture homes: There were twelce (12) delivered in the 2nd quarter to: Shonto, Steamboat, Naschitti, Mexican Springs (2), Cornfields, Hunters Point, Forest Lake, Klagetoh (3), and Birdsprings.
- 3. There was five (5) Key turnover to Homeowners for the BIA/ARPA Homes in Kayenta (1/27/25); Coyote Canyon (2/19/25), Kinlichee (2/20/25), Red Valley (3/12/25) and Sweetwater (3/14/25). Homeowner are working on their utility hook-up, which is the electricity, water and sewage.

PROJECT #1

Title | Powerline Project | **Status** | On-going 0%

Project Description:

- 1. CDBG: Subrecipient Agreement for B-18 Amendment, Aneth "Todacheenie" powerline project is in process to serve (4) clients.
- 2. CDBG: B-22 Cistern & Septic System to assist (69) clients.

PROJECT #2

TitleRestoration ProjectStatus5%

Project Description:

- 1. Project #1: Genevieve Tsosie (Not Started) Roof repairs in 300 sq. ft. area. Materials received, awaiting project start. Materials are available for repairs.
- 2. Project #2: Sarah Yazzie (Not Started) Repairing 450 sq. ft. of roofing. Materials received, awaiting project start. Materials are available for repairs.
- 3. Project #3: Etta M. Yazzie (Not Started) Roofing deteriorated, will need reconstruction for underlayment and shingles. Materials are available for repairs.
- 4. Project #4: Edison Price (Not Started) Requesting help on roof there is water that is getting into the house. Materials are available for repairs.
- 5. Project #5: Ella Silversmith (Not Started) Roof is dilapidated, moisture leaks into the home. The home is a single wide trailer, and materials are available for repairs.
- 6. Project #6: Isabelle M. Allison (Not Started) Dilapidated roofing needs repairs and shingles replacement. Materials are available for repairs.

PROJECT #3

TitleNew Housing ConstructionStatusOn-going 20%

Project Description:

- 1. HIP: Housing Assistance for Mary James in Tolani Lake is completed with the final inspection dated for April 4, 2025. She was approved for a new home for FY2022.
- 2. HIP: Housing assistance for Lula Whiterock in Bodaway is in the planning stage, with the ground work starting in April 7, 2025. She was approved for a new home for FY2022 therefore construction will start and tentative end date is July 2025.
- 3. HIP: Housing Assistance for Mallory Begay, Shonto is in the planning stage, with home visit schedule with Homeowner, Chapter and Unitality Companies. She was approved for a new home for FY2022 therefore construction will start and tentative end date is July 2025.

GOAL #1

Goal Target Date Community Housing & Infrastructure Department

Goal Description:

- 1. Continue assessments and generate material lists for future work orders. Complete and close out current projects.
- 2. Ensure all CHID carpenters attend safety and workplace culture training.
- 3. Continue ARPA duties and assist with Iina Ba to complete chapters' work orders.
- 4. Attend additional trainings and conferences related to CHID's Plan of Opeation.

GOAL #2

Goal Target Date Community Development Block Grant

Goal Description:

- 1. Complete the ARPA Cistern & Septic System Project by September 2025.
- 2. Solicit for eligible projects to spend the remaining balance in FY2019/20 grant.
- 3. Draft and compile ICDBG application packet to submit to DHUD for funding.
- 4. Work with contract auditors to provide documentation to avoid audit findings.

GOAL #3

Goal Target Date Housing Improvement Program

Goal Description:

- 1. To complete and received over three hundred (400) completed Housing Assistance application to be submitted for FY2026.
- 2. To complete all the project for FY2022 and meet the housing need for ten (10) applicants
- 3. Completed Work Orders one (1) and two (2) for the BIA/ARPA funds in getting the two-bedroom manufactured homes delivered to the selected applicants that need a home.
- 4. Get a on call demolition contract in place to demo twenty-eight (28) homes so homes can be delivered to the final applicants for BIA/ARPA funds. delivered to all the BIA ARPA clients

REPORT POINT OF CONTACT			
POC Name	Patrick Dalgai		
POC Title	Department Manager II		
POC Phone/Email	928.871.6468/pat_dalgai@nnchid.org		

ATTACHMENTS

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 - o Email Subject Line must contain: "APPROVED [Program Name]"

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Due Date: September 30th, 2024 at 5:00PM.

Budget Status Report for FY2025 Quarter 2 (January 1 to March 31)

Office of the President and Vice President FY2025 2nd Quarterly Budget Report

Department Name: Community Housing & Infrastructure Dept./DCD

Date Submitted: March 31, 2025

Fund Type: General, External, Prior Year External	Fund Name	Fund Period	Original Amount	Revised Amount	Budget Balance	Percent Balance	Budgeted Positions	Current Budget Vacancies
General	CHID (FY-24)	10/1/24-3/31/25	716,744	1,004,904	336,082	67%	8	3
External-CHID ARPA CIN- 29-22	CHID (FY-22)	10/1/2022-12/31/2026	50,000,000	50,000,000	0	0%	0	0
External-CHID ARPA CMY- 28-24	CHID (FY-24)	10/1/24-12/31/2026	62,938,855	62,938,855	0	0%	0	0
External-CDBG ARPA	HUD/CDBG (FY21)	10/1/2021-12/31/2025	3,450,000	3,450,000	3,318,655	98%	4	2
External	HUD/CDBG (FY'19/20)	05/15/2020 - 12/31/2027	7,000,000	7,000,000	2,501,744	36%	4	2
External	HUD/CDBG (B-18)	06/18/2019 - 12/31/2025	990,075	990,075	302,735	30%	4	2
External	HIP P.L. 93-638 (FY'19)	01/01/19-12/31/25	947,738	1,009,177	27,119	3%	0	0
External	HIP P.L. 93-638 (FY'20)	01/01/20-12/31/25	1,494,208	1,554,517	14,602	1%	0	0
External	HIP P.L. 93-638 (FY'21)	01/01/18-12/31/25	1,432,250	1,547,576	10,552	1%	0	0
External-BIA ARPA	HIP P.L. 93-638 (FY'21)	01/01/20-12/31/25	9,916,686	9,971,558	260,757	3%	2	1

Program/Staff Directory

COMMUNITY HOUSING & INFRASTRUCTURE DEPARTMENT
Physical Location: Bldg. #2296-Window Rock Blvd Admin. Bldg. No. 2, 2nd Floor
Mailing Address: P.O. Box 2389Window Rock AZ 86515
Phone: (928) 871-6468; Fax: (928) 871-7418

Patrick Dalgai, Department Manager II	pat dalgai@nnchid.org	871-6468
Martina Smiley, Administrative Assistant	msmiley@nnchid.org	871-6468
Vacant, Senior Program & Projects Specialist		871-6468
Jeffrey Goodluck, Construction Supervisor	jgoodluck@nnchid.org	871-6468
Sean Pioche, Senior Carpenter	spioche@nnchid.org	871-6781
Tremayne Bahe, Carpenter	tbahe@nnchid.org	871-6781
Daryle Beyal, Carpenter (Temporary)	admin@nnchid.org	871-6781
Clint Chischillie, Carpenter (Temporary)	admin@nnchid.org	871-6781
Tyrell Bitsie, Laborer (Temporary)	admin@nnchid.org	871-6781

COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)

Physical Location: Bldg. #2296-Window Rock Blvd Admin. Bldg. No. 2, 2nd Floor Mailing Address: P.O. Box 2365, Window Rock AZ 86515

Phone: (928) 871-6564; Fax: 928-871-7418

 Vacant, Program Supervisor II
 871-6564

 Saraphina Curley, Senior Office Specialist
 scurley@nnchid.org
 871-6564

 Jerome Meyers, Field Supervisor (Projects)
 imeyers@nnchid.org
 871-6071

 Valencia Jesus, Office Assistant
 yjesus@nnchid.org
 871-6071

HOUSING IMPROVEMENT PROGRAM (HIP)
Physical Locations: Old Field House Road, Navajo Nation Bldg. #8229
Mailing Address: P.O. Box 527, Fort Defiance, AZ 86504

Phone: (928) 729-4017; Fax: 928-729-4277

Rita Begay, Program Manager I 729-4319 rbegav@nnchid.org Marilyn Barney, Accounting Technician 729-4017 mcbarney@nnchid.org Emmett Tsosie, Planner/Estimator 729-4017 etsosie@nnchid.org Theresa Boyd, Eligibility Technician (Temporary) Autumn E. John, Office Assistant (Temporary) Darrell Benally, Carpenter dbenally@nnchid.org Natasha Caldwell, Carpenter (Temporary) Joseph Charley, Senior Electrician Joseph.charlev@navaio-nsn.gov

Joe Descheenie, Carpenter jdescheenie@nnchid.org
William Nelson, Construction Supervisor
Adam Plummer, Carpenter
Augustine Sells Jr., Carpenter
asells@nnchid.org
Barton Willie, Carpenter
Theriot Wilson, Carpenter
twilson@nnchid.org
twilson@nnchid.org
twilson@nnchid.org
twilson@nnchid.org
twilson@nnchid.org
twilson@nnchid.org

HIP-CHINLE AGENCY
P.O. Box 1121, Chinle, AZ 86503
Fax: 928-674-2266

Olescitta Tsedah, Eligibility Technician @nnchid.org 674-2260
Angelita John, Eligibility Technician ajohn@nnchid.org 674-2260

HIP-FORT DEFIANCE AGENCY
P.O. Box 527, Fort Defiance AZ 86504
Fax: 928-729-4277

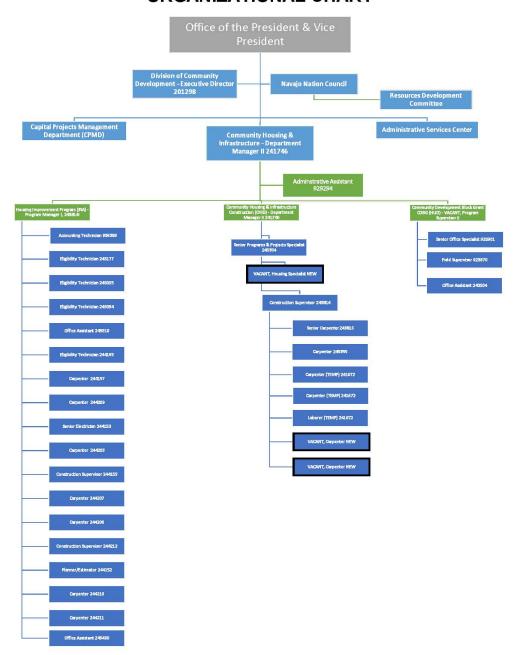
Eligibility Technician @nnchid.org 729-4017

HIP-EASTERN AGENCY
P.O. Box 1871, Crownpoint NM 87313
Fax: 505-786-2110

Lolita Candelerio, Eligibility Technician lcandelerio@nnchid.org 786-2105

Ipdate 06/20/2024 (MS) Update 06/20/2024 (MS)

COMMUNITY HOUSING AND INFRASTRUCTURE ORGANIZATIONAL CHART



Prepared by M. Smiley 8/22/2024

Administrative Services Centers Program Quarterly Report

Date	April 03, 2025	
Program Name	Administrative Services Centers	
Division	Division of Community Development	

CONTACT INFORMATION

Address	Main Phone	Main Fax
PO BOX 1904	928-871-6221	No Fax
Main Website	Main Email	Social Media Links
https://sites.google.com/nn dcd.org/ascpresentations	asc@nndcd.org	No Social Media Links

P	' UBLIC <i>i</i>	ACCESS	DETAIL

OBLIC ACCESS DETAIL			
Directions to Office (Location Description)	Services Offered to the Public		
Navajo Nation Administration Building #2 2 nd Floor South 2296 Window Rock Blvd Window Rock, AZ 86515	Provide technical assistance and guidance to the 110 Chapters on Chapter Operation in Financial, Personnel, Records, Procurement, and Property, Rules of order, CLUPC, Emergency Management Plans, and Corrective Action Plans.		

ACCOMPLISHMENT #1

Title	New Elected Chapter Officials and	Date	On-going
	Administration Orientation		

Accomplishment Description:

From January to March 2025, the Administrative Services Centers successfully hosted three New Elected Chapter Officials and Administration Orientation sessions, equipping newly elected leaders with essential knowledge and resources to support their chapters effectively.

The first session, held from January 21-23 at San Juan College in Farmington, NM, welcomed officials from the Northern and Central Agencies. The second session took place from February 4-6 at the Twin Arrows Conference Center in Flagstaff, AZ, for officials from the Fort Defiance and Western Agencies. The third session, serving the Eastern Agency, was conducted from March 17-19 at San Juan College.

To ensure all newly elected officials receive the necessary training, a final orientation is tentatively scheduled for June 2025. This session will accommodate those elected through a special election process, ensuring they are well-prepared to navigate their roles within the Navajo Nation government.

ACCOMPLISHMENT #2

, ,,,,,	1000 iiii Elorimert ii E				
Title	Budget Work Sessions	Date	On-going		
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Accomplishment Description:

ASC Sub Offices completed budget work-sessions with the 110 Chapters. Budget work-sessions include completing annual allocations, Carryover funds, Unhealthy Sales Tax, Navajo Nation Sales Tax and Gaming Funds.

From January 1, 2025, to March 31, 2025, the Administrative Services Centers provided budgetary guidance to the chapters regarding their Navajo Nation-allocated funds. During the second quarter, the Administrative Services Centers tracked and logged 81 chapter budgets through WIND system, our internal tracking system, and assisted the chapters in budgeting a total of \$4,236,099.32 in Navajo Nation funds for their programs and services.

The budgets included the following funding types allocated to chapters for Fiscal Year 2025:

Annual Allocation
Chapter Carryover
Chapter Emergency Funds

FMIS Carryover: Gaming, General Funds, HDNA, Sales Tax

Navajo Nation Sales Tax

Unhealthy Food & Beverage Sales Tax

Accomplishment #3

Title Daily Technical Assistance and Guidance Date On-going

Accomplishment Description:

The eight suboffices continue to provide technical assistance and guidance to the 110 Chapters.

- CLUPC Orientation
- Emergency Management Plans
- Corrective Action Plans (CAP) with Chapters that are Sanction and under CAP.
- Five Management Systems
- Monthly Staff Meetings with Chapter Administration Staff and Chapter Officials
- Provide training in Procurement, Budget Preparation, Financial Reports, Monitoring Tool, and Rules of Order; Bring other Programs/Resources in for presentations and orientations.

Project #1		
Title	Status	
Project Description: The ASC Department does not have projects Projects. The Department offers Technical As Chapters in Chapter Operation as stated in th	sistance	and Guidance to the 110
Project #2		
Title	Status	
Project Description:	Otatus	
Project #3		
Title	Status	
Project Description:		

GOAL #1

Goal Target Date September 30, 2025

Goal Description:

By September 30, 2025, each ASC Sub-office will assist their assigned Navajo Nation Chapters in reviewing and updating their Five Management Systems—Administration, Personnel, Procurement, Financial Management, and Property Management—to ensure compliance with Navajo Nation policies and procedures.

Success will be measured by the completion of updated Five Management Systems for all 110 Chapters, documented through progress reports, training sessions, and compliance checklists.

Keeping the Five Management Systems updated is essential for ensuring effective governance, operational efficiency, and compliance with Navajo Nation regulations, directly supporting the Chapters in their service to the community.

The goal will be completed by September 30, 2025, with quarterly progress reviews to track updates and address any challenges throughout the process.

GOAL #2

Goal Target Date

Goal Description:

On an annual basis, assist Chapters to implement their Corrective Action Plans for upcoming audits and/or follows from the Auditor General to get out of their sanction status and being under a corrective action plan.

GOAL #3

Goal Target Date

Goal Description:

On an annual basis, assist Chapters to implement their Emergency Management Plans. In addition, assist the Chapters to update and attain their Community Land Use Plan re-certification.

REPORT POINT OF CONTACT		
POC Name	Jaron Charley	
POC Title	Department Manager	
POC Phone/Email 928-871-6221 / jcharley@nndcd.org		

ATTACHMENTS

Please attach separately to this report the following required documents (PDF or Word format):

Budget Status Report for FY2025 Quarter 2 (January 1 to March 31)
Program/Staff Directory
Program Organizational Chart

SUBMISSION INSTRUCTIONS

- Reports for each department/program should be completed by program manager.
- Reports must be submitted to Division Directors for final approval.
- Division Directors/Deputies/Delegated Approvers for division: Review program submissions for final approval and send to:
 - o Byron C. Shorty, Data & Technology Director, Office of the President & Vice President, via email (<u>byron.shorty@navajo-nsn.gov</u>).
 - o Email Subject Line must contain: "APPROVED [Program Name]"

Important: Do not convert Word file into PDF/print out/rescan completed reports. Send only Word files with the "Approved" keyword in the email subject line in order to complete the approval process.

Due Date: April 4, 2025 at 5:00PM

DCD Executive Administration Program Quarterly Report

Date	040225	
Program Name	Navajo Addressing Authority Department	
Division	Division of Community Development	

CONTACT INFORMATION

Address	Main Phone	Main Fax
P. O. Box 1904	928.871.7182	928.871.7109
Main Website	Main Email	Social Media Links
Nndcd.org	info@nndcd.org	N/A

PUBLIC ACCESS DETAIL

ODEIO AGGEGG DETAIL		
Directions to Office (Location Description)	Services Offered to the Public	
North of fire station in Window Rock; north of fire station on Window Rock Boulevard; Plus Code: 857G MWGV+366	Addressing Authority's primary focus is to establish physical addresses for the Navajo public; addressable structures (potential address point) must be identified so that NAAD would know what address numbers to assign as a physical address for the private resident to facilitate quick emergency response that is part of Enhanced 9-1-1; NAAD is using the Navajo Nation Rural Addressing Implementation Document (NNRAID) standards to works with Chapters through the local rural addressing committee (LRAC) representatives	

ACCOMPLISHMENT #1

Title | Shiprock Rural Addressing – SDR, inc. | **Date** | March 2025

Accomplishment Description:

Shiprock local rural addressing committee (LRAC) is continuing to install intersection signs; each of the road/street centerlines will be used to establish physical addresses by Spatial Data Research (SDR) who are sub-contractors of ARPA funded section 4 under DPS; SDR staff generated physical addresses for addressable structures and is currently going through quality assurance/quality control; dataset will be shared with Shiprock LRAC so that staff can begin to construct the structure signs to be posted on the houses; SDR staff will also pass on the dataset for Shiprock that will match the public safety answering point (PSAP) information; this dataset can also be submitted to google maps for posting so that the public will have access to the address numbers

ACCOMPLISHMENT #2

Title US Census Bureau Partnership Date March 2025

Accomplishment Description:

US Census Bureau partnership team members were anticipating to deliver linear dataset that has been flagged (marked) with information that indicates there are four or more addressable structures associated with that street at any given area across Navajoland; however, the latest conference call revealed that the main US Census staff stationed in Tampa, Florida will be leaving the census bureau; due to the current administration in Washington, federal staff have been told to return to the office in washington; for federal staff who do not want to relocate will be leaving their jobs; therefore, partnership with the census may be discontinued

ACCOMPLISHMENT #3

Title | ARPA funded Planning for Rural Address | Date | March 2025

Accomplishment Description:

ARPA funded Planning for Rural Address has been continuing with agencies such as RealTimeSolutions (RTS) and Spatial Data Research (SDR) contractors in Albuquerque to discuss new version of field data collection (FDC) mapping tool that has been launched by RTS over a decade ago; this task is part of DCD-IT initiative where discussion is already in progress for larger WIND system module upgrades: ICIP, 164 Tracker, Project Authorization, Project Tracking, Fund Balance / Budget, Rural Addressing field data collection (FDC) mapping tool, Chapter Profile, and Administration module; with ARPA funded projects in progress, the new version of the mapping tool will complement the over-all DCD effort

PROJECT #1

Title SDR Sign Ship in San Juan County Status March 2025

Project Description:

SDR, as a sub-contractor to DPS, will be purchasing a sign printing plotter; SDR already secured a sign shop space in Farmington that would facilitate temperature control with concrete floor; this purchase is part of their contract funding under section 4 ARPA with DPS; after December 2026 when the ARPA project is completed, SDR will be turning over the sign plotter to DCD-NAAD and the machine will be re-installed in Window Rock with all the sign printing materials; this will allow NAAD to avoid procurement process to purchase sign materials for Chapters who reached the signage phase of their rural addressing project; NAAD staff continues to meet with SDR for continued collaboration

PROJECT #2

Title Physical Address number requests Status March 2025

Project Description:

NAAD continues to receive requests from private parties for physical addresses that include McKinley county schools, district courts, and Arizona Division of Transportation (ADOT); some requests involve standard street addresses for teacher housing; with these requests, an official centerline (street) must be established with signs posted before any physical addresses can be generated; requesting parties have been notified; some requests came through the SAM.gov grant application process; newly hired staff is being trained to assist with this task that will continue

PROJECT #3

TitleIDIQ Contractors Under ARPAStatusMarch 2025

Project Description:

Chapters who have been funded under ARPA funding section 3 with CJN-29-22 exhibited some changes for our office; US Treasury requirements for project deadline was to be circumvented with General Funds (RRR/GF) legislation; some chapters were working with IDIQ contractors for rural addressing project; however, due to the GF/RRR legislation, contractors had left or were told to leave and ARPA staff indicated that DCD-NAAD will take over to assist the chapters; this would be difficult because there is only one staff at NAAD who has been working closely with the ARPA funded Chapters; these Chapters must complete their field data collection (FDC) process before they can begin to assess the existing road network to determine the road/street sign materials; before any signs can be purchased, the chapters must pass resolution to make these road/street names official according to the rural addressing standards

GOAL #1

Goal Target Date June 2025

Goal Description:

NAAD staff to continue the work with Spatial Data Research who are sub-contractors with DPS under ARPA funding section 4; SDR is willing to work closely with DCD so that all the official road/streets are accounted for with physical addresses in the Shiprock area along with other chapters such as upper Fruitland in San Juan County, NM.; they are also physically addressing various chapters who have signed installed in their community such as Aneth and LeChee with Low Mountain

GOAL #2

Goal Target Date June 2025

Goal Description:

With continued coordination of DCD and strategic planning phase, ARPA/FRF office can help to identify strategies that will hire additional staff who can help the chapters who are seeking rural addressing projects through ARPA funding under section 3; temporary staff will help the Chapters identify addressable structures and assess the existing road/street network; road/street name must be approved by the Chapters in order for ARPA staff to purchase the sign materials that will be installed in the communities such as Klagetoh, Many Farms, Houck, Sweet Water, etc.

GOAL #3

Goal Target Date June 2025

Goal Description:

NAAD staff is continuing to catch up on producing documents for physical addresses for requesting parties who want a standard street address such as McKinley County schools for a mobile home park next to the elementary school; road/street needs to be established as centerline with road signs installed before any physical address can be generated to addressable structures; in addition to these requests, there are private Navajo community members who come in to request for these documents in person or by phone or by mail/email

REPORT POINT OF CONTACT		
POC Name M. C. Baldwin		
POC Title	GIS / Rural Addressing Coordinator	
POC Phone/Email	928.871.7091	

ATTACHMENTS

Please attach separately to this report the following required documents (PDF or Word format):

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Due Date: April 4, 2025 at 5:00PM.

Solid Waste Management Program Quarterly Report

Date	4/15/2025
Program Name	Solid Waste Management Program
Division	Division of Community Development

CONTACT INFORMATION

Address	Main Phone	Main Fax
	505-318-6860	
Main Website	Main Email	Social Media Links
	sjeff@nndcd.org	

Р	UBL	CCESS	DETAIL

Directions to Office (Location Description)	Services Offered to the Public
Navajo Nation Administration Building #2 2 nd Floor South 2296 Window Rock Blvd Window Rock, AZ 86515	Community Education and Outreach, Technical Assistance, Training, Organizing community clean-up events, Coordination with other Tribal, municipal, county, and federal agencies/entities, Planning

ACCOMPLISHMENT #1

Title Date

Accomplishment Description:

- Helping chapters pay overdue solid waste invoices using one time allocation funds-2024
- Providing chapters with guotes for services
- Coordinating bin services by helping some chapters manage trash bin pulling, replacement
- Created/ordered DCD signage to deter illegal dumping across Arizona chapters and NM.

Accomplishment #2

Title Date

Accomplishment Description:

- Conducting illegal dumping assessments for Central Agency.
- Establishing external partnerships by contacting the AZERC Team (Arizona Economic Resource Center) and Keep Arizona Beautiful who assist with grant funding opportunities, cleanup and support for community projects.

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Title

Title		Date	
Acco	mplishment Description:		
	·		

Project #1		
Title	Status	
Title Project Description:	Status	
Project #2		
	04-4	
Title Project Description:	Status	
Project #3		
Title	Status	
Project Description:		

Goal #1	
Goal Target Date	
Goal Description:	dumping assessment work is essential.
Goal #2	
Goal Target Date	
Goal Description:	
O #0	
Goal #3	
Goal Target Date	
Goal Description:	

REPORT POINT OF CONTACT	
POC Name	Lyman Tullie
POC Title	Senior Planner
POC Phone/Email	505-318-6860

ATTACHMENTS

Please attach separately to this report the following required documents (PDF or Word format):

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