



# THE NAVAJO NATION

Department of Dine Education

## JOHNSON-O'MALLEY PROGRAM

**COST LIMITATIONS:**

- ♦Administration @ 25%
- ♦IEC @ 15%
- ♦Parental Cost @ 15%

### EDUCATION PLAN

**1. Component No. & Title:**

#1 JOM PROGRAM ADMINISTRATION

**2. Total Amount Budgeted for this component:** \$ 64,338.10

**3a. Grade(s) Served:** Kindergarten-12th grade

**3b. Number of Eligible Students Served:** 2,873

**4. Needs Statement:**

The Johnson O'Malley program requires fiscal, enrollment, and team supervision for all aspects of program components to ensure funding will meet the unique education and cultural needs of eligible Native American students attending the Flagstaff Unified School District in a supplemental capacity. Program support Services must maintain compliance with NN JOM program requirements for securing and maintaining records for FUSD Native American Student Enrollment.

**5. Goal(s):**

- a. To supervise, coordinate and account for all aspects of FUSD JOM Program components and funding for SY 2025.
- b. To maintain records, files, and data of Native American students to ensure 25 CFR and NN JOM compliance for SY 2025.
- c. To maintain communication to the students and families with information about school activities, cultural resources, and educational opportunities afforded to students at FUSD, goals to be met by June 2025.

**6. Objective(s):**

- a. The JOM Coordinator, will operate the JOM Program according to the terms of the subcontract using proper and efficient financial and accountability practices as evident by NNJOM Program monitoring reports and records.
- b. The Administrative Assistant will support areas of the program with procurement of services and accounting, monthly submission of JOM reimbursement forms, and program activities and travel logistics. The admin assistant will collect and file Certificates of Indian Blood, and maintain required documents as required by NNJOM for Academic School Year 2024-2025.

(Attach Job Description(s) For Salaried Personnel)			
Implementation Design	Evaluation Design	Budget Breakdown	
The JOM Coordinator will be responsible for all aspects of project management including preparation of the Education Plan, dissemination of program information, JOM monitoring, Budget modification, hosting of IEC monthly meetings, coordination of Tribal Consultation, Annual Report, program reports and accountability reporting as needed. (5a, 5b, 5c)	Maintain the following records: meeting agendas, NNJOM Monitoring records, student academic/behavioral/attendance data, student/parent surveys, and Annual needs assessment surveys. Documents will be used to determine programmatic and student effectiveness as well as generate ideas to support student success.	101 Program Coordinator Part Time (.20)	\$16,374.00
The Administrative Assistant will process and maintain financial records for NNJOM program including budget reports for IEC, submission of reimbursements, and accounting of funds. The Administrative Assistance will also provide logistical, procurement, and daily operational support to the team. a. Compile and maintain student demographic records, and other pertinent data needed to include on program applications and budget. b. Establish an eligible Student Count as per NN JOM program. (5a, 5b)	Budget reimbursement forms, and program meeting minutes will be completed and kept on file. Written communication via Newsletters (Quarterly), the NAESP website/FB/Instagram, email updates, fliers, and yearly calendars will be used to inform the public of the JOM program and services.	102 Program Administrative Assistant Part Time (.27)	\$17,077.00
The Coordinator, Administrative Assistant, and JOM Staff will coordinate and plan all JOM IEC activities, trainings and travel. (5a)	Travel Receipts, Registration Receipts, Training Material Receipts.	202 Administrative	\$13,452.00
	Fringe	199	\$548.00
Fringe benefits as determined by FUSD Human Resources and Payroll.	5.1 Guidance to follow District Payroll Policy	199 Fringe Benefits	\$11,991.00
Operational Supplies necessary: For the purchase of ink, pens, pencils, paper, office supplies, culturally relevant programs needed to continue operations.	Receipts, Requisitions, reimbursement details.	301 Operational Supplies and Materials	\$4,896.10
		<b>#1 Sub Total</b>	<b>\$64,338.10</b>