

**FY 2005 FDPIR Funding Methodology Work Group  
October 19, 2005 Conference Call Notes**

<b>Attending</b>	<b>Not Attending</b>
Tony Nertoli, NAFDPIR President/Sault Ste. Marie Tribe of Chippewa Indians	Susie Roy, NAFDPIR Midwest Region Vice-President/Leech Lake Chippewa
Ray Capoeman, NAFDPIR Western Region Vice-President/Quinault Nation	Sharon Thompson, St. Regis Mohawk
Red Gates, NAFDPIR Mountain Plains Region Vice-President/Standing Rock Sioux	Gale Dills, Cherokee Tribe of North Carolina
Yunus Lakhani, Southern California Tribal Chairmans' Association	Linday Rayon, NAFDPIR Southwest Region Vice-President/Muscogee (Creek) Nation
Melinda Newport, Chickasaw Nation	
Don DeBoer, FNS-MPRO	
Chris Hennelly, FNS-SWRO	
Madeline Viens, FNS-WRO	
Steve Stathopoulos, FNS-NERO	
Elvira Jarka, FNS-MWRO	
Nancy Theodore, FNS-HQ (staff support)	

The purpose of this conference call was to review the data to be collected for consideration by the Work Group and to discuss the plans for the meeting in Dallas, Texas the week of November 28-December 2.

**Data Collection**

- At the June 22, 2005 meeting the Work Group agreed that the following data would be collected. The Work Group discussed the data collection items and the status of each task.

<b>Data Item</b>	<b>Status</b>
Description of FNS Regional budget negotiation process	Task completed (included in August 30, 2005 email from Nancy Theodore to Work Group)
Cost drivers and other considerations	Task completed at June 22, 2005 meeting
Amount of per participant allocation by ITO/SA for FY 2003-2005	In progress - Task to be completed by Nancy Theodore with the assistance of the FNS Regional Offices
Indirect cost rates in other programs/agencies	Not started
Tribal cost/budget data	In progress (see discussion below)

- Nancy asked for a volunteer to research indirect cost rates under other programs and agencies. The Work Group wanted to know how indirect cost rates are handled under other programs (e.g., is a cap set on indirect cost rates?) Head Start, Labor and Education were suggested as programs/agencies to check. Steve Stathopoulos and Elvira Jarka volunteered to research this.

▪ **Tribal cost/budget data-**

Previously the Work Group agreed to collect:

- 1) the Federal share and non-federal match for all budget data (cost items listed on FNS Form 424A and some additional items identified by the Work Group in the June 22, 2005 meeting);
- 2) data on actual expenditures, rather than proposed or approved budget data;
- 3) both the BIA-approved indirect cost rate and the total indirect costs (both Federal Share and non-Federal match)

However, collecting data on actual FY 2004 expenditures from the ITOs has proven to be problematic. The Work Group discussed the various difficulties in collecting this data in a timely manner and decided to collect approved budget data, which is readily available at the Regional level.

The Work Group also reviewed the data collection spreadsheet and made some revisions to the data to be collected.

Attached is the revised budget data collection spreadsheet and instructions. Regional Offices were asked to compile the data for their region and submit to Nancy. She will compile the data, and add participation levels and calculate matching rates for each ITOs. At the request of the Work Group, the data will be presented by region (ranked by participation levels) with totals for each region.

Nancy asked the Work Group members to provide comments on the revised draft spreadsheet by COB, Friday, October 21, 2005. She also asked the Work Group members to provide any other comments by that time.

**November 28-December 2 Meeting**

Nancy provided the following travel information to the Work Group (attached is a travel fact sheet):

- The Program Directors will be reimbursed by FNS for their travel expenses
- Monday and Friday are travel days
- A block of rooms have been reserved at the Magnolia Hotel, which is 3 blocks from the FNS Regional Office
- The hotel rate is \$95 (the federal government rate); the hotel offers a complimentary Continental breakfast
- The Work Group members are asked to make their hotel reservations by November 7 (see attached fact sheet for reservation number)
- FNS employees are asked to use the attached hotel tax exempt form; Program Director's do not qualify for the tax exemption, but they will be reimburse for the hotel tax
- The meeting will be held in the FNS Regional Office on Tuesday, Wednesday, and Thursday
- Chris Hennelly was asked to provide Nancy with the meeting room number and a list of lunch and dinner spots close to office/hotel. Nancy will forward this information to the Work Group.

- The Program Directors will be reimburse for the following:
  - airfare (Program Directors are asked to provide Nancy with the amount of their airfare so that she can have a better estimate of total travel costs)
  - mileage or taxi from home to airport; airport parking
  - hotel and hotel tax for ITOs
  - shuttle from DWF to hotel (approximately \$36 round trip)
  - Meals and Incidental Expenses (\$44.25 for Monday and Friday; \$59 for Tuesday, Wednesday and Thursday)
  - FNS cannot reimburse for extras, such as car rentals, hotel mini bar, tickets to Dallas Cowboy football games ☺
  - After completion of the trip, the Program Directors are asked to complete the attached travel claim form. FNS will provide the reimbursement amounts to the FNS Regional Offices and the Regional Offices will forward the funds on to ITOs. However, if FNS is still operating under a continuing resolution the reimbursements will be delayed until the final FY 2006 appropriation is received.
  
- FNS does not have a source of funds to reimburse the Program Directors for their travel, so the funding will come off the top of the FY 2006 FDPIR general administrative funding. To minimize the amount of funds we need to take from the FDPIR general administrative funding, we have asked NAFDPIR if they can assist with the reimbursement from NAFDPIR funds. This will be discussed at the NAFDPIR Board meeting later this month.
  
- The following Work Group members plan to attend the meeting in Dallas:

Tony Nertoli
Ray Capoeman
Yunus Lakhani
Melinda Newport
Don DeBoer
Chris Hennelly
Madeline Viens
Steve Stathopoulos
Elvira Jarka

Attachments