



Navajo Nation ERP

BNDN INFO SESSION

BNDN Module / Budget Management 1.0 / Grants Management 1.0
/ Performance Management 1.0 / Training
August 2026

Presented by: Navajo Nation Office of Management and Budget



BNDN MODULE TOPICS

I. Module Interface/Releases

II. Workflows

- ❖ Budget Management
 - Budget Adjustments 1.0
- ❖ Contracts & Grants
 - Grant Management 1.0
 - Project Management 1.0
- ❖ Performance Management
 - Performance Measures 1.0

III. Trainings



TOPIC 1:

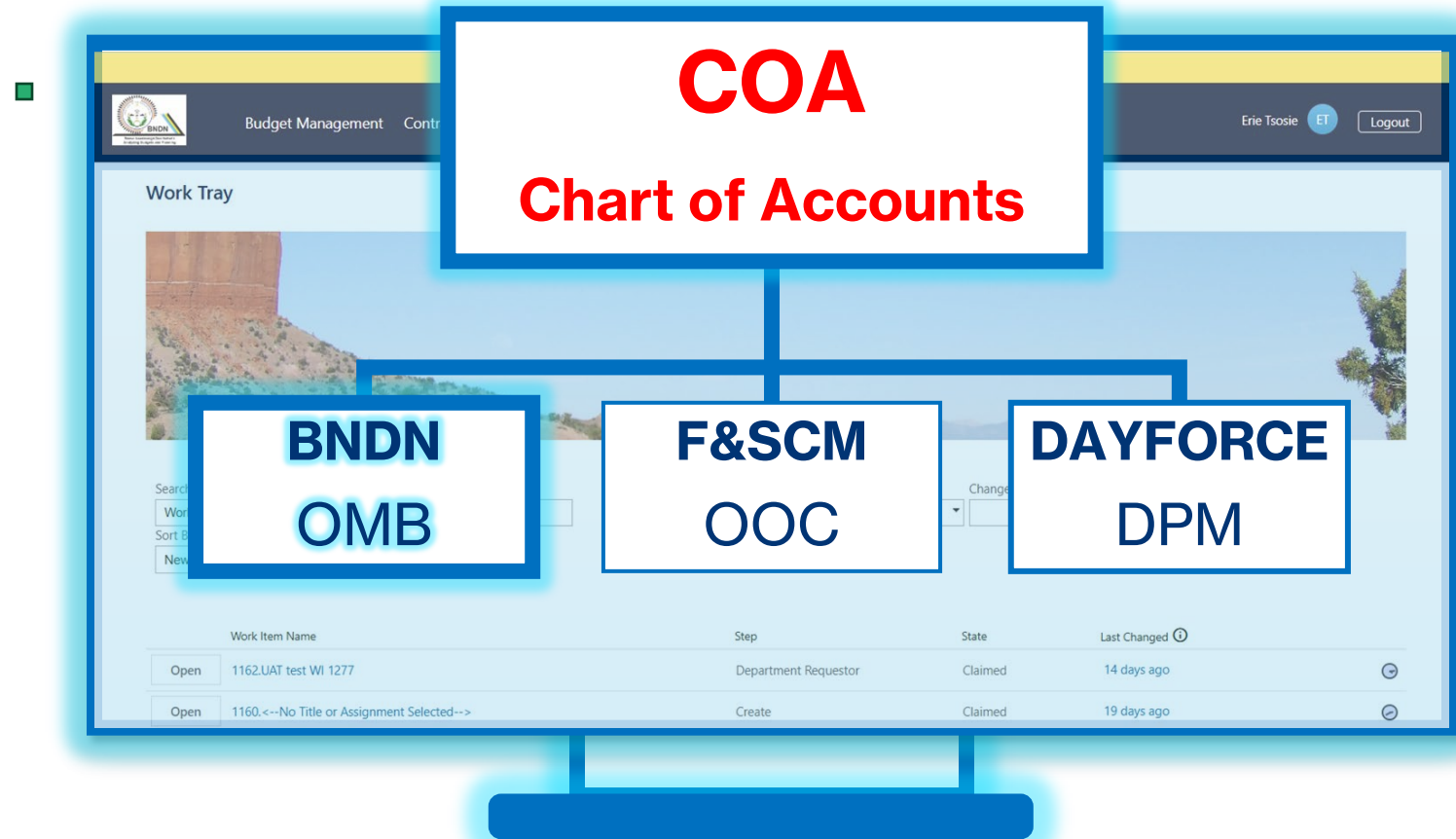
Module Interfaces and Releases

MODULE INTERFACES (Slide 1 of 4)

BNDN Terminology	
FMIS - Legacy Term	BNDN - New Term
Budget Signature Authorization Form	BNDN Authorization Form
Budget Revision Request (BRR)	Budget Adjustment
Business Unit	Award
Object Code	Main Account
NN Chapters /Agencies/City	Location
Specialized Program Activity	Project

MODULE INTERFACES (Slide 2 of 4)

- Web based
- **COA Integration**
 - ✓ BNDN Module
 - ✓ F&SCM Module
 - ✓ Dayforce Module



MODULE INTERFACES (Slide 3 of 4)

FMIS LEGACY

Business Unit

NEW ERP SYSTEM

NEW COA Structure

Award (Fund Type)

Award Dimensions

Department

- Division
- Branch

Project

Location

- City
- Agency
- Chapter

260 – NN000010 – 00000 – 000111

Office of Management and Budget - General Fund - Not Project specific – Window Rock

MODULE INTERFACES (Slide 4 of 4)

FMIS LEGACY

Chart of Accounts

Revenues

1000 – Revenue

Expenses

2000 – Personnel

3000 – Travel Expenses

4000 – Supplies

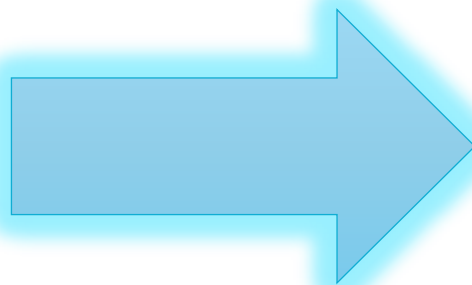
5000 – Lease & Rental

5500 – Communication & Utilities

6000 – Repairs & Maintenance

7000 – Special Transactions

9000 – Capital Outlays



NEW ERP SYSTEM

Main Accounts

Balance Sheet:

1000 – Assets

2000 – Liabilities

3000 – Equities

Revenue and Expense

4000 – Revenues

5000 – Salaries Expenses

6000 – Operating Expenses

7000 – Other Income

8000 – Other Expenses

260 – NN000010 – 00000 – 000111-**6010 (Operating Supplies)**

RELEASE 1.0 (Slide 1 of 4)

Environment: **Béeso Náadzooigii Doo Nahat'á UAT**



[Budget Management](#)

[Contracts & Grants](#)

[Administration](#)

[Reporting](#)

[Performance Management](#)



[Logout](#)

Work Tray



RELEASE 1.0 (Slide 2 of 4)

- **Budget Management**

- *Budget Adjustment 1.0*

- ✓ Request Budget Adjustment
- ✓ Upload FY2027 Budget

- **Contracts and Grants**

- *Grants Management 1.0*

- ✓ OMB Staff will start setting up/entering NEW Grants
- ✓ Upload - FY26 External & ARPA Contract budgets
- ✓ Departments/Programs will do budget adjustments for Prior Year (PY) external Contract Budget Balances



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RELEASE (Slide 4 of 4)

RELEASE 2.0 (FUTURE)

- ❑ FY2028 Comprehensive Budget Data
 - NN Departments will do all data entry
 - Budget
 - Personnel
 - Performance Measures
 - Contracts and Grants



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Topic 2: Workflows

- **Budget Management 1.0**
- **Contracts and Grants 1.0**
- **Performance Management 1.0**

WORKFLOWS

Departments will need to fill in the **BNDN Authorization Form** to identify Requester, Department Reviewer/Approver, and Division Reviewer/Approver.



THE NAVAJO NATION
OFFICE OF MANAGEMENT AND BUDGET
BNDN AUTHORIZATION FORM

Part I. Department Information

Dept. No. _____ Dept. Name: _____
Division: _____
Phone Number: _____ Contact Name: _____

Part II. The Following personnel are authorized to initiate budget and program adjustment requests on behalf of the above cited Department:

NAME	EMAIL	POSITION TITLE	Requester	Dept Reviewer	Div Reviewer

NOTE: An updated "BNDN Authorization" form must be completed and submitted to NN-OMB whenever changes in standing delegation or personnel occur in the Branch, Division, or Department.

PART III. Special Instructions Regarding This Authorization:

PART IV. Approving Officials

Department Director (Printed) / Date

Branch Chief/Division Director (Printed) / Date

Department Director Signature

Branch Chief/Division Director Signature

NOTE: Executive Branch's Division Administration/Executive Offices are required to have budgets and program adjustments approved by the appropriate official in the Office of the President and Vice-President.



BUDGET MANAGEMENT – Budget Adjustment 1.0 Workflow

THE NAVAJO NATION
OFFICE OF MANAGEMENT AND BUDGET
Béeso Náadzooigii Doo Nahat'á (Analyzing Budgets and Planning) BNDN System
FY2027 - FY2028

BUDGET MANAGEMENT - BUDGET ADJUSTMENT 1.0 APPROVAL PROCESS					
	REQUESTER	DEPARTMENT REVIEWER	DIVISION REVIEWER	OMB REVIEWERS	OMB APPROVER
PROCESS	- Initiate Work Item - Upload All Supporting Documents - SUBMIT	- Review Work Item - SUBMIT	- Review Work Item - SUBMIT	- Review Work Item - DPM - OOC - SUBMIT	- Review Work Item - APPROVE
APPROVED - BNDN Notification - Budget Status Report					

CONTRACTS AND GRANTS AND PROJECT MANAGEMENT 1.0 WORKFLOW

THE NAVAJO NATION
OFFICE OF MANAGEMENT AND BUDGET
Béeso Náadzooigii Doo Nahat'á (Analyzing Budgets and Planning) BNDN System
FY2027

GRANTS MANAGEMENT and PROJECT MANAGEMENT 1.0 APPROVAL PROCESS					
	REQUESTER	DEPARTMENT REVIEWER	DIVISION REVIEWER	OMB REVIEWERS	OMB APPROVER
PROCESS	(Department continue to submit electronic copies)			- Initiate Work Item - Upload All Supporting Documents - SUBMIT	- Review Work Item - APPROVE

APPROVED - BNDN / Notification - Budget Status Report					
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GRANTS MANAGEMENT AND PROJECT MANAGEMENT 2.0 WORKFLOW

THE NAVAJO NATION
OFFICE OF MANAGEMENT AND BUDGET
Béeso Náadzooigii Doo Nahat'á (Analyzing Budgets and Planning) BNDN System
FY2028

GRANTS MANAGEMENT and PROJECT MANAGEMENT 2.0 APPROVAL PROCESS					
	REQUESTER	DEPARTMENT REVIEWER	DIVISION REVIEWER	OMB REVIEWERS	OMB APPROVER
PROCESS	- Initiate Work Item - Upload All Supporting Documents - SUBMIT	- Review Work Item - SUBMIT	- Review Work Item - SUBMIT	- Review Work Item - DPM - OOC - SUBMIT	- Review Work Item - APPROVE
APPROVED - BNDN Notification - Budget Status Report					

PERFORMANCE MANAGEMENT 1.0 WORKFLOW

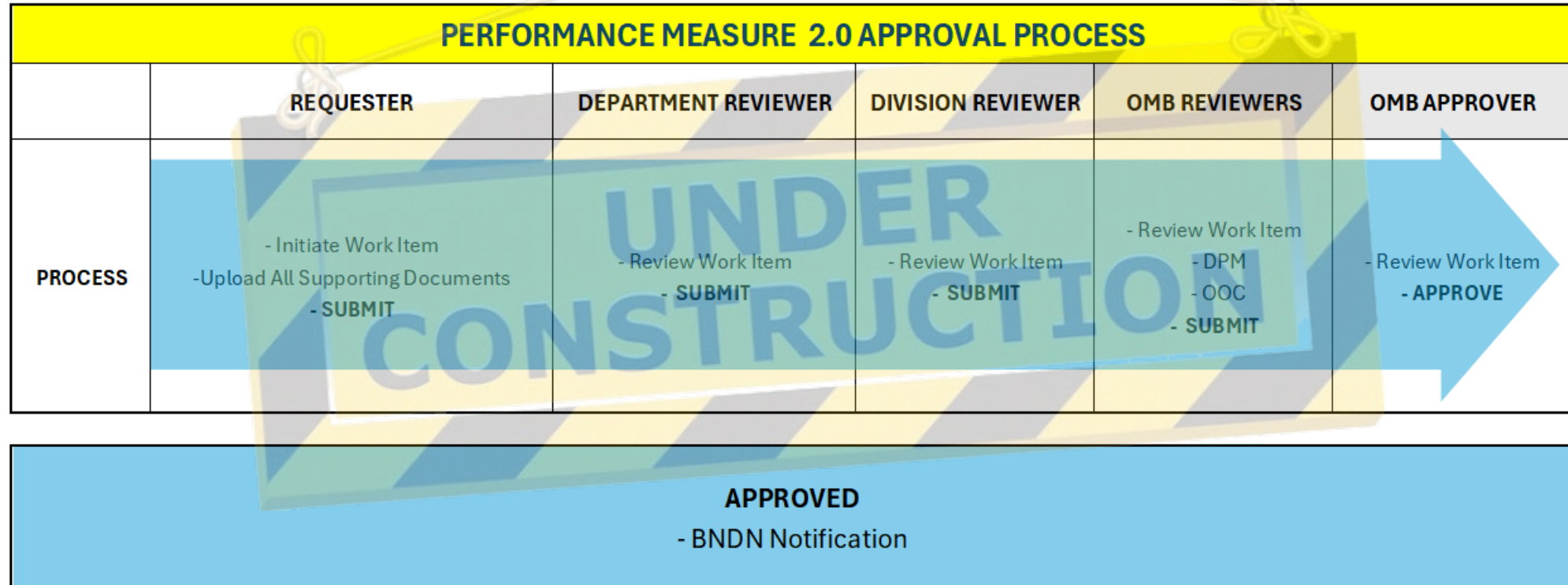
THE NAVAJO NATION
OFFICE OF MANAGEMENT AND BUDGET
Béeso Náadzooigii Doo Nahat'á (Analyzing Budgets and Planning) BNDN System
FY2027

PERFORMANCE MANAGEMENT 1.0 APPROVAL PROCESS					
	REQUESTER	DEPARTMENT REVIEWER	DIVISION REVIEWER	OMB REVIEWERS	OMB APPROVER
PROCESS	(Program continue to submit electronic/hardcopies)			- Initiate Work Item - Upload All Supporting Documents - SUBMIT	- Review Work Item - APPROVE

APPROVED
- BNDN Notification

PERFORMANCE MANAGEMENT 2.0 WORKFLOW

THE NAVAJO NATION
OFFICE OF MANAGEMENT AND BUDGET
Béeso Náadzooigii Doo Nahat'á (Analyzing Budgets and Planning) BNDN System
FY2028





TOPIC 3: BNDN Training

BNDN TRAINING

- a. BNDN Authorization Form will be used to request for Dayforce Learning Access.
- b. All anticipated users need training to receive Certification.
- c. Once Certification is completed, a copy of the certificate will be printed and submitted. Then user access will be implemented.

BNDN TRAINING (Slide 1 of 6)

- a. BNDN Authorization Form Submission
- b. Dayforce Learning Access
- c. 5 Types of Training Plans



BNDN TRAINING (Slide 2 of 6)



Global Navigation & Role-Based Access Certification Plan



BNDN Release 1.0 – Global Navigation & Role-Based Access Certification Plan

Start 3h

Description

This learning plan is for all BNDN Release 1.0 users who will log into the system and perform work, regardless of role or department. It introduces global navigation, role-based access, and core concepts that every first-time user must understand before working in Budget Adjustments, Contracts & Grants, Reporting, or other modules. Through the Global Navigation and Role-Based Access manual and its related videos, learners will practice signing into the correct environment, using the Work Tray as their homepage, navigating top menus, and understanding how their assigned role and organizational scope control what they see and what actions they can take. All new BNDN users should complete this learning path to build a common foundation for navigation, workflow awareness, and security-aware use of the system before moving into role-specific training.

Important: Before attempting to access any BNDN environment for the first time, all users must complete and submit the BNDN Authorization Form. System access cannot be provisioned until the completed form has been reviewed, approved, and processed. Please submit your request using the BNDN Authorization Form before attempting to log in.

Form url link-

<https://omb.navajo-nsn.gov/Portals/0/DOWNLOAD/BNDN/BNDNAuthorizationForm.pdf>

Content



Béeso Náadzooigii Doo Nahat'á (BNDN) System Introduction...



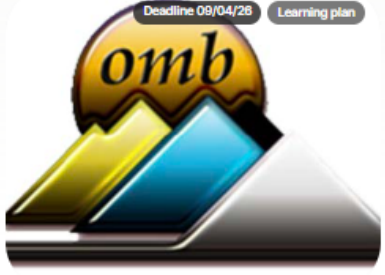
BNDN Release 1.0 – Global Navigation & Role-Based Access



BNDN TRAINING (Slide 3 of 6)



OMB Budget Adjustments Certification Plan



Deadline 09/04/28

Learning plan

BNDN Release 1.0 – OMB Budget Adjustments Certification Plan

Continue

7h

Description

This OMB learning plan is the complete Budget Adjustments training path for OMB staff who review, analyze, and approve adjustments. It combines the full Budget Adjustments manual with a sequence of videos, including the introduction to Budget Adjustments, the Overview page walkthrough, Save/Validate/Submit and routing actions, the Financials screen, Positions and Temporary Staff, and scenario-based submission by user role. Together, these materials show how OMB users should review requests, interpret financial and position impacts, apply validation results, use clear workflow comments, and confirm readiness before routing or approving items. All OMB team members assigned to Budget Adjustments must complete every item in this learning plan to demonstrate readiness for production access and to ensure consistent, audit-ready handling of department and division budget adjustment requests within the OMB section.

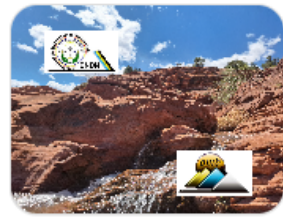
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Form url link-
<https://omb.navajo-nsn.gov/Portals/0/DOWNLOAD/BNDN/BNDNAuthorizationForm.pdf>

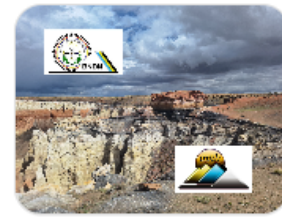
Content



Béeso Náadzooigii Doo Nahat'á (BNDN) Release 1.0 Budget...



BNDN Release 1.0 - Budget Adjustment Overview



BNDN Release 1.0 - Budget Adjustment Save, Validate,...



BNDN Release 1.0 - Budget Adjustment Financials Workflow



BNDN TRAINING (Slide 4 of 6)



Contracts & Grants (Grant and Project Entry) Certification Plan





Completed

Learning plan

BNDN Release 1.0 – Contracts & Grants (Grant and Project Entry) Certification Plan

Start

2h

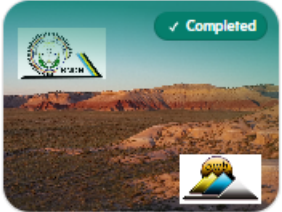
Description

This learning plan is for users who create, maintain, or review grant and project records in the BNDN Contracts & Grants area. It focuses on the Grant Management and Project Management modules, using the Grant and Project Entry manual and videos related training materials to guide learners through environment readiness, role-based access, and end-to-end entry steps. Participants will learn when to use Grant Management versus Project Management, how to search and prevent duplicate records, how to complete Grant and Project Details, and how to add and validate award rows that support budget adjustments and reporting. The plan also emphasizes the responsibilities of OMB Contract Analysts, OMB Principal Analysts, and read-only roles such as OOC and DPM, including correct use of Validate, Save, Continue Working, Submit, and audit history. Users assigned to Contracts & Grants should complete this learning path before working with live grant or project records in BNDN.

Important: Before attempting to access any BNDN environment for the first time, all users must complete and submit the BNDN Authorization Form. System access cannot be provisioned until the completed form has been reviewed, approved, and processed. Please submit your request using the BNDN Authorization Form before attempting to log in.

Form url link-
<https://omb.navajo-nsn.gov/Portals/0/DOWNLOAD/BNDN/BNDNAuthorizationForm.pdf>

Content



✓ Completed



BNDN TRAINING (Slide 5 of 6)



Reports and Standard Reporting Certification Plan (Required 2.0)



Deadline 09/04/28

Learning plan



BNDN Release 1.0 – Reports and Standard Reporting Certification Plan

Continue 2h

Description

This learning plan is for users who rely on BNDN reports to support budget development, budget monitoring, personnel management, and Budget Committee or executive review. It combines the Release 1.0 Reports Training Manual with related videos to show how to access and run Budget Reports (operating budget), Personnel Reports, and Budget Book reports from the Reporting area. Learners will practice selecting required parameters in the correct order (such as Fiscal Year, Stage, Division, Department, Fund Type, Award, and Status), navigating multi-page report outputs, and using export and print functions to prepare materials for departments, divisions, OMB, and committees. By completing this learning path, users demonstrate that they can consistently run, interpret, and share BNDN reports as the official source of budget and personnel information for Release 1.0.

Important: Before attempting to access any BNDN environment for the first time, all users must complete and submit the BNDN Authorization Form. System access cannot be provisioned until the completed form has been reviewed, approved, and processed. Please submit your request using the BNDN Authorization Form before attempting to log in.

Form url link-
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Content

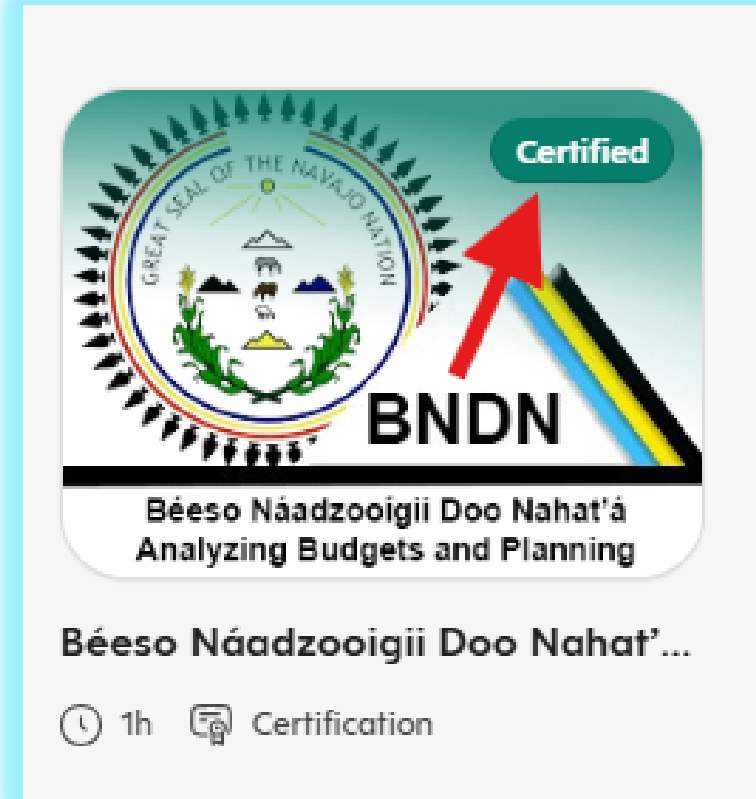


BNDN Release 1.0 – Reports and Standard Reporting



BNDN TRAINING (Slide 6 of 6)

- ✓ Once all Trainings are completed and you are certified, you will be given access.
- ✓ All OMB Staff will be Power Users to assist when needed.



Thank you for your attention.

OMB would like to Thank Performa for assisting with development of the BNDN-one of three modules of the New Navajo Nation ERP.

