



# United States Department of the Interior

## BUREAU OF INDIAN EDUCATION

Washington, D.C. 20240

### National Policy Memorandum

#### Office of the Director

**Number:** NPM-EDUC-34 A2

**Effective:** 3/13/2024

**Expires:** 3/13/2025

**Title:** Process for Annual Updates for Johnson O'Malley (JOM) Contracts – Amendment 2

#### 1. Purpose

The purpose of this memorandum is to extend NPM-EDUC-34 A1: Process for Annual Updates for Johnson O'Malley (JOM) Contracts – Amendment 1, issued on March 16, 2023, for one additional year. The Bureau of Indian Education (BIE) developed this guidance to ensure the annual listing of Johnson O'Malley (JOM) contractors is current and updated on an annual basis.

#### 2. Scope

This policy applies to all BIE Office of Sovereignty in Indian Education personnel with oversight responsibilities of JOM contractors operating their JOM programs through P.L. 93-638 and P.L. 102-477 contracts, Self-Governance compacts, and BIE Education grants.

#### 3. Policy

##### A. Updating Existing Contractor Information:

On or before March 15 of each year, JOM Program Specialists will transmit written communication to all current JOM contractors requesting confirmation/changes of their local point of contact (POC) for the JOM program.

Because the submission of the updated JOM contractor's POC could impact the JOM funding amount for the following school year, the deadline for receiving the POC information will be June 1 of each year.

If a JOM contractor fails to confirm their JOM POC prior to June 1, JOM Program Specialists will continue to make every effort to contact each contractor individually until the requested confirmation is received or the below described October 1 deadline is reached.

If a JOM contractor does not respond by October 1, the JOM Program Specialists will utilize the most recent POC and contact information in the annual JOM contractor listing.

**B. Adding New Contractors:**

Before August 15 of each year, JOM Program will identify any new JOM contractors who will begin operating a program in the following school year. On September 1 of each year, the JOM program will update the JOM contractor listing for that school year.

**C. Removing Contractors:**

Before August 15 of each year, the JOM program will identify any JOM contractors who express a desire to terminate end their JOM program during the following school year. On September 1 of each year, the JOM program will update the JOM contractor listing for that school year.

**D. Reporting Timeline**

|             |   |
|-------------|---|
| March 15    | BIE will reach out to JOM contractors, requesting confirmation/changes of the JOM program POC. <i>The deadline to receive this information is June 1.</i>   |
| June 1      | Deadline for JOM contractors to provide confirmation/changes of the JOM program POC.<br><br>If the JOM contractor fails to provide this information by the deadline, the JOM Program Specialists will continue to make every effort to contact each contractor until the requested information is received by October 1 ( <i>otherwise, the most recent POC information and student count available will be used.</i> ) |
| August 15   | BIE will identify new and JOM contractors and JOM contractors who wish to terminate their contract  |
| September 1 | JOM program will update the JOM contractor listing for the school year – including adding and removing contractors.   |
| October 1   | Deadline for Confirmation. If the JOM contractor does not respond by this deadline, BIE will utilize the most recent POC information in the annual JOM contractor listing.  |

#### 4. Roles and Responsibilities

- A. **Office of the Director, BIE** is responsible for the oversight of the Office of Sovereignty in Indian Education administration.
- B. **Office of Sovereignty in Indian Education, BIE** is responsible for the oversight of the JOM program and annual count.
- C. **JOM Program Specialists** are responsible for implementing this policy and for working with JOM contractors in their assigned regions to assure the contractors submit the information in accordance with this policy.

#### 5. Approval

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Date: 2024.03.13 21:03:02 -05'00'

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Tony L. Dearman  
Director, Bureau of Indian Education

Date