
SENATE BILL NO. 131—SENATORS PICKARD, BUCK; GOICOECHEA,
HAMMOND, HARDY, KIECKHEFER, SEEVERS GANSERT AND
SETTELMAYER

FEBRUARY 18, 2021

Referred to Committee on Government Affairs

SUMMARY—Revises provisions relating to the Office of Grant Procurement, Coordination and Management in the Department of Administration. (BDR 18-100)

FISCAL NOTE: Effect on Local Government: No.
Effect on the State: Yes.

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EXPLANATION – Matter in *bolded italics* is new; matter between brackets ~~omitted material~~ is material to be omitted.

AN ACT relating to financial administration; revising provisions relating to the powers and duties of the Office of Grant Procurement, Coordination and Management in the Department of Administration; requiring certain agencies to provide certain notice to the Office regarding grants applied for or received by the agency; and providing other matters properly relating thereto.

Legislative Counsel’s Digest:

1 Existing law creates the Office of Grant Procurement, Coordination and
2 Management of the Department of Administration to assist state agencies with
3 identifying, obtaining and managing federal grants. (NRS 232.213, 232.222-
4 232.227) Existing law: (1) provides for the appointment of the Administrator of the
5 Office; and (2) requires the Administrator to employ persons to assist him or her in
6 carrying out his or her duties. (NRS 232.215, 232.2165, 232.222, 232.223)

7 **Section 9** of this bill requires the Administrator to: (1) organize employees of
8 the Office into a grant procurement team, a compliance team, an audit team and a
9 communications team; and (2) oversee the activities of these teams. **Section 7** of
10 this bill prescribes the duties of each team and expands the duties of the Office by
11 requiring the teams to: (1) assist state agencies, local agencies and tribal
12 governments that have entered into an agreement to receive the services provided
13 by the Office pursuant to **section 6** of this bill with identifying, obtaining and
14 complying with the terms of governmental and nongovernmental grants; (2) create
15 a template for grant proposals; and (3) develop tutorials and other instructional
16 materials relating to grant procurement, coordination and management.

17 Existing law requires the Administrator to submit a biennial report to the
18 Legislature regarding all activity relating to the application for, receipt of and use



19 of grants in this State. (NRS 232.224) **Section 10** of this bill revises the required
20 contents of this report and requires the Office to submit the report annually, instead
21 of biennially. **Section 10** also requires the Office to make the template for grant
22 proposals and certain other information relating to the application for, receipt of
23 and use of grants available on the Internet website maintained by the Office.

24 Existing law requires a state agency to provide certain notice to the Office
25 regarding grants applied for or received by the agency. (NRS 232.225) **Sections 4**
26 **and 11** of this bill impose this duty on local agencies and on tribal governments
27 that have entered into an agreement to receive the services provided by the Office
28 pursuant to **section 6** of this bill.

29 **Sections 2-5** of this bill define certain terms relating to the Office and **sections**
30 **8 and 11** of this bill make technical changes related to those definitions. **Sections 7,**
31 **9 and 12** of this bill reorganize certain provisions of law relating to the powers and
32 duties of the Office and the Administrator to conform to changes made in the
33 organizational structure of the Office in this bill. **Section 13** of this bill makes a
34 conforming change to revise the authorized uses of money in the Account for the
35 Office of Grant Procurement, Coordination and Management.

THE PEOPLE OF THE STATE OF NEVADA, REPRESENTED IN
SENATE AND ASSEMBLY, DO ENACT AS FOLLOWS:

1 **Section 1.** Chapter 232 of NRS is hereby amended by adding
2 thereto the provisions set forth as sections 2 to 7, inclusive, of this
3 act.

4 **Sec. 2.** *As used in NRS 232.222 to 232.227, inclusive, and*
5 *sections 2 to 7, inclusive, of this act, the words and terms defined*
6 *in sections 3, 4 and 5 of this act have the meanings ascribed to*
7 *them in those sections.*

8 **Sec. 3.** *“Administrator” means the Administrator of the*
9 *Office.*

10 **Sec. 4.** *“Agency” means an agency, bureau, board,*
11 *commission, department, division or any other unit of government*
12 *of the State or a local government and any tribal government that*
13 *has entered into an agreement pursuant to section 6 of this act.*

14 **Sec. 5.** *“Office” means the Office of Grant Procurement,*
15 *Coordination and Management created in the Department of*
16 *Administration by NRS 232.213.*

17 **Sec. 6.** *Upon the request of the Administrator, the Attorney*
18 *General may enter into an agreement with a tribal government*
19 *that wishes to receive the services provided by the Office. The*
20 *provisions of any such agreement must require the tribal*
21 *government to comply with the provisions of NRS 232.225.*

22 **Sec. 7. 1.** *The grant procurement team organized pursuant*
23 *to NRS 232.223 shall:*

24 (a) *Research and identify governmental and nongovernmental*
25 *grants which are available in this State;*

26 (b) *Create a template for grant proposals;*



1 (c) *Develop tutorials and other instructional materials relating*
2 *to grant procurement, coordination and management; and*

3 (d) *To the greatest extent practicable, prepare an application*
4 *and proposal for a grant upon the request of an agency.*

5 2. *The compliance team organized pursuant to NRS 232.223*
6 *shall:*

7 (a) *Advise an agency concerning the requirements for*
8 *receiving and managing grants to maximize the amount of grant*
9 *money received by the agency and ensure that the purpose of any*
10 *grant received by the agency is implemented and expenditures of*
11 *the grant money are tracked properly; and*

12 (b) *Annually prepare and submit to each agency a written*
13 *report regarding whether each grant received by the agency*
14 *during the immediately preceding calendar year was implemented*
15 *and tracked properly and, if not, any remedial steps that must be*
16 *taken by the agency to ensure continued funding.*

17 3. *The audit team organized pursuant to NRS 232.223 shall:*

18 (a) *Work with an agency to ensure that, for each grant*
19 *awarded, the agency:*

20 (1) *Receives the correct amount of money;*

21 (2) *Expends that money in accordance with any*
22 *requirements of the grant; and*

23 (3) *Maintains accurate records of all transactions relating*
24 *to the expenditure of that money; and*

25 (b) *Assist the compliance team with preparing any report*
26 *required by paragraph (b) of subsection 2.*

27 4. *The communications team organized pursuant to NRS*
28 *232.223 shall:*

29 (a) *Serve as a clearinghouse for disseminating information to*
30 *agencies relating to the application for, receipt of and use of*
31 *grants in this State;*

32 (b) *Compile and periodically update a list of the information*
33 *received by the Office pursuant to NRS 232.225;*

34 (c) *To the greatest extent practicable, ensure that agencies are*
35 *aware of any grant opportunities for which they are or may be*
36 *eligible;*

37 (d) *To the greatest extent practicable, coordinate with agencies*
38 *that have received grants for similar projects to ensure that the*
39 *efforts and services of those agencies are not duplicated;*

40 (e) *Communicate regularly with the Budget Division of the*
41 *Office of Finance, the Fiscal Analysis Division of the Legislative*
42 *Counsel Bureau and the fiscal staff of the Judicial Branch of*
43 *State Government regarding the activities of the Office;*

44 (f) *To the greatest extent practicable, coordinate with members*
45 *of Congress representing this State to combine efforts relating to*



1 *identifying and managing available federal grants and related*
2 *programs;*

3 *(g) Identify grants for which agencies were eligible but did not*
4 *apply and, to the greatest extent practicable, communicate with*
5 *such agencies concerning those grants;*

6 *(h) Using the information received by the Office pursuant to*
7 *NRS 232.225, make recommendations to agencies regarding how*
8 *to increase the likelihood that the agency receives any grant for*
9 *which the agency applied and did not receive in the future; and*

10 *(i) Assist in the preparation of the report required by*
11 *NRS 232.224.*

12 **Sec. 8.** NRS 232.222 is hereby amended to read as follows:

13 232.222 1. The person appointed to serve as the
14 Administrator ~~[of the Office of Grant Procurement, Coordination~~
15 ~~and Management]~~ *pursuant to NRS 232.215* must have:

16 (a) Extensive expertise and experience in applying for and
17 receiving grants;

18 (b) Specialized knowledge of the process of grant writing and
19 approval in the public and private sector; and

20 (c) Proven experience in designing and managing programs
21 which rely solely or partially upon money received from grants.

22 2. The Administrator shall devote his or her entire time and
23 attention to the business of his or her office and shall not engage in
24 any other gainful employment or occupation.

25 **Sec. 9.** NRS 232.223 is hereby amended to read as follows:

26 232.223 1. The Administrator ~~[of the Office of Grant~~
27 ~~Procurement, Coordination and Management]~~ shall ~~[, within]~~ :

28 (a) *Within* the limits of money appropriated or authorized to be
29 expended for this purpose, employ such persons as he or she deems
30 necessary to serve in the classified or unclassified service of the
31 State ~~[for the purposes set forth in this section-~~

32 ~~—2.— A person employed pursuant to this section shall, under the~~
33 ~~direction of the Administrator of the Office of Grant Procurement,~~
34 ~~Coordination and Management, assist the Administrator in carrying]~~
35 *to carry* out the provisions of NRS 232.222 to 232.227, inclusive ~~[]~~
36 *, and sections 2 to 7, inclusive, of this act.*

37 (b) *Organize persons employed pursuant to paragraph (a) into:*

38 (1) *A grant procurement team;*

39 (2) *A compliance team;*

40 (3) *An audit team; and*

41 (4) *A communications team.*

42 (c) *Oversee the activities of the teams organized pursuant to*
43 *paragraph (b).*



1 2. *The Administrator may require a person employed*
2 *pursuant to subsection 1 to perform duties outside of the scope of*
3 *the duties prescribed for the team on which the employee is*
4 *organized pursuant to paragraph (b) of subsection 1.*

5 **Sec. 10.** NRS 232.224 is hereby amended to read as follows:

6 232.224 1. The ~~{Administrator of the}~~ Office ~~{of Grant~~
7 ~~Procurement, Coordination and Management}~~ shall:

8 (a) ~~{Research and identify federal grants which may be available~~
9 ~~to state agencies.~~

10 ~~{(b) Write grants for federal funds for state agencies.~~

11 ~~{(c) Coordinate with the members of Congress representing this~~
12 ~~State to combine efforts relating to identifying and managing~~
13 ~~available federal grants and related programs.~~

14 ~~{(d) If requested by a state agency, research the availability of~~
15 ~~grants and write grant proposals and applications for the state~~
16 ~~agency.~~

17 ~~{(e) To the greatest extent practicable, ensure that state agencies~~
18 ~~are aware of any grant opportunities for which they are or may be~~
19 ~~eligible.~~

20 ~~{(f) If requested by the director of a state agency, advise the~~
21 ~~director and the state agency concerning the requirements for~~
22 ~~receiving and managing grants.~~

23 ~~{(g) To the greatest extent practicable, coordinate with state and~~
24 ~~local agencies that have received grants for similar projects to~~
25 ~~ensure that the efforts and services of those state and local agencies~~
26 ~~are not duplicated.~~

27 ~~{(h) Serve as a clearinghouse for disseminating information~~
28 ~~relating to unexpended grant money of state agencies by compiling~~
29 ~~and updating periodically a list of the grants and unexpended~~
30 ~~amounts thereof for which the Office received notification from~~
31 ~~state agencies pursuant to subsection 3 of NRS 232.225 and making~~
32 ~~the list available on the Internet website maintained by the~~
33 ~~Department.~~

34 ~~{(i)}~~ *Make available on the Internet website maintained by the*
35 *Office:*

36 (1) *The template for grant proposals and any tutorials or*
37 *other instructional materials developed by the grant procurement*
38 *team pursuant to subsection 1 of section 7 of this act; and*

39 (2) *The lists compiled pursuant to paragraph (a) of*
40 *subsection 1 of section 7 of this act and paragraph (b) of*
41 *subsection 4 of section 7 of this act.*

42 (b) On or before January 1 of each ~~{odd-numbered}~~ year,
43 ~~{submit to the Director of the Legislative Counsel Bureau for~~
44 ~~transmittal to the Legislature}~~ *compile* a report regarding all activity
45 relating to the application for, receipt of and use of grants in this



1 State ~~H~~ and submit the report to the Director of the Legislative
2 Counsel Bureau for transmittal to:

3 (1) In each odd-numbered year, the Legislature.

4 (2) In each even-numbered year, to the Interim Finance
5 Committee.

6 2. The ~~Administrator may:~~

7 ~~—(a) Adopt regulations to carry out the provisions of this section~~
8 ~~and NRS 232.225 and 232.226.~~

9 ~~—(b) Provide training on grant procurement, coordination and~~
10 ~~management to state agencies.~~

11 ~~—(c) Provide training and technical assistance regarding grant~~
12 ~~procurement, coordination and management to local governments,~~
13 ~~tribal governments and nonprofit organizations.~~

14 ~~—(d) Provide administrative support to the Nevada Advisory~~
15 ~~Council on Federal Assistance created by NRS 358.020.] report~~
16 ~~required by paragraph (b) of subsection 1 must include, without~~
17 ~~limitation:~~

18 (a) A summary of the activities of the Office for the preceding
19 year.

20 (b) Recommendations for improving the operation and
21 efficacy of the Office.

22 (c) Recommendations for future legislation relating to the
23 Office.

24 (d) For each grant identified by the grant procurement team
25 pursuant to paragraph (a) of subsection 1 of section 7 of this act
26 in the immediately preceding year, information regarding whether
27 an agency:

28 (1) Applied for the grant.

29 (2) Was awarded the grant.

30 (e) A summary of:

31 (1) The total amount of grant money available to agencies
32 in the immediately preceding year, based upon grants identified by
33 the grant procurement team pursuant to paragraph (a) of
34 subsection 1 of section 7 of this act.

35 (2) The total amount of money awarded to such agencies
36 for the immediately preceding year, based upon the information
37 received by the Office pursuant to NRS 232.225.

38 (3) The estimated cost to the Office for services provided to
39 such agencies by the Office.

40 (f) A summary of any compliance issues identified by the
41 compliance team or audit team pursuant to subsection 2 or 3 of
42 section 7 of this act and:

43 (1) Any remedial steps the Office advised the agency to take
44 to ensure continued funding.



1 (2) *Any recommendations for avoiding any such issues in*
2 *the future.*

3 **Sec. 11.** NRS 232.225 is hereby amended to read as follows:

4 232.225 In addition to any other requirement concerning
5 applying for or receiving a grant, ~~[a state]~~ *an* agency shall notify the
6 Office, ~~[of Grant Procurement, Coordination and Management,]~~ on
7 a form prescribed by the Office, of:

8 1. Any grant for which the ~~[state]~~ agency applies.

9 2. Any grant which the ~~[state]~~ agency receives.

10 3. The amount of any portion of a grant received by the ~~[state]~~
11 agency that the ~~[state]~~ agency determines will be unexpended by the
12 end of the period for which the grant was made.

13 **Sec. 12.** NRS 232.226 is hereby amended to read as follows:

14 232.226 The Office ~~[of Grant Procurement, Coordination and~~
15 ~~Management]~~ may ~~[apply]~~ :

16 1. *Adopt regulations to carry out the provisions of NRS*
17 *232.222 to 232.227, inclusive, and sections 2 to 7, inclusive, of this*
18 *act.*

19 2. *Provide training and technical assistance regarding grant*
20 *procurement, coordination and management to agencies.*

21 3. *Provide administrative support to the Nevada Advisory*
22 *Council on Federal Assistance created by NRS 358.020.*

23 4. *Apply* for and receive any gift, grant, contribution or other
24 money from any source to carry out the provisions of NRS 232.222
25 to 232.227, inclusive ~~[,]~~ *and sections 2 to 7, inclusive, of this act.*

26 **Sec. 13.** NRS 232.227 is hereby amended to read as follows:

27 232.227 1. The Account for the Office of Grant Procurement,
28 Coordination and Management is hereby created in the State
29 General Fund. The Account must be administered by the
30 Administrator of the Office.

31 2. Any money accepted pursuant to NRS 232.226 must be
32 deposited in the Account.

33 3. The interest and income earned on the money in the
34 Account, after deducting any applicable charges, must be credited to
35 the Account.

36 4. The money in the Account which is donated for a purpose
37 specified by the donor, within the scope of the duties of the
38 Administrator of the Office of Grant Procurement, Coordination and
39 Management, must only be used for that purpose. If no purpose is
40 specified, the money in the Account must only be used to carry out
41 the ~~[duties of the Administrator.]~~ *the provisions of NRS 232.222 to*
42 *232.227, inclusive, and sections 2 to 7, inclusive, of this act.*

43 5. Claims against the Account must be paid as other claims
44 against the State are paid.



1 **Sec. 14.** The provisions of subsection 1 of NRS 218D.380 do
2 not apply to any provision of this act which adds or revises a
3 requirement to submit a report to the Legislature.

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