

SENATE BILL NO. 233—SENATORS PARKS AND HORSFORD

MARCH 10, 2011

JOINT SPONSORS: ASSEMBLYMEN OCEGUERA,
CONKLIN, HANSEN AND BROOKS

Referred to Committee on Government Affairs

SUMMARY—Establishes the Office of Grant Procurement, Coordination and Management in the Department of Administration. (BDR 18-1058)

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 grants; establishing the Office of Grant Procurement, Coordination and Management in the Department of Administration; setting forth the duties of the Chief of the Office; requiring all state and local agencies to notify the Office of any grants for which the agency applies and any which they receive; and providing other matters properly relating thereto.

Legislative Counsel's Digest:

Existing law provides for the Department of Administration, divides the Department into various divisions and requires the Director of the Department to appoint Chiefs of those divisions. (NRS 232.213, 232.215) **Sections 9 and 10** of this bill establish the Office of Grant Procurement, Coordination and Management in the Department and require the Director to appoint the Chief of the Office. **Section 2** of this bill sets forth the qualifications for the Chief. **Section 3** of this bill sets forth the duties of the Chief, which include: (1) researching and identifying federal grants which may be available to state and local agencies and local nonprofit organizations; (2) writing grants for federal funds for state agencies; (3) coordinating with members of Congress representing this State to identify and manage available federal grants and programs; (4) seeking out grants and writing grant proposals for state agencies in Nevada; (5) compiling information about grants and providing information to state and local agencies about grants for which they are eligible to apply; (6) keeping track of all the grants for which state and local agencies have applied and of all grants they have received, and coordinating with those agencies that have received grants for similar projects to ensure they do



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not duplicate their efforts or services; and (7) seeking grants for which businesses can apply to develop projects in Nevada and offering to help those companies in applying for such grants. In addition, **section 3** authorizes the Chief to write grants for federal funds for local agencies and local nonprofit organizations if he or she is requested to do so by the local agency or local nonprofit organization.

Section 4 of this bill requires all state and local agencies to notify the Office of any grants for which they apply and any grants which they receive.

Section 12 of this bill requires the Chief of the Office to develop suggestions and proposals for an incentive program to encourage businesses to apply for grants to develop projects in Nevada and, on or before January 1, 2013, to submit a report setting forth those suggestions and proposals, together with any recommendations for legislation, to the Director of the Legislative Counsel Bureau for transmittal to the Legislature.

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

Section 1. Chapter 232 of NRS is hereby amended by adding thereto the provisions set forth as sections 2 to 6, inclusive, of this act.

Sec. 2. 1. *The person appointed to serve as the Chief of the Office of Grant Procurement, Coordination and Management must have:*

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

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

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

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

Sec. 3. 1. *The Chief of the Office of Grant Procurement, Coordination and Management shall:*

(a) Research and identify federal grants which may be available to state or local agencies and local nonprofit organizations.

(b) Write grants for federal funds for state agencies.

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

(d) If requested by a state agency, research the availability of grants and write grant proposals and applications for the state agency, giving priority to grants:

(I) Which may facilitate economic development in this State; and



(2) For research and development at a university, state college, community college or research facility within the Nevada System of Higher Education.

(e) Create and maintain an Internet website which sets forth information relating to grants, including, without limitation, contacts for information and applications for grants, resources for applying for and receiving grants, information concerning grants that have been applied for and awarded to state and local agencies, and notifications of opportunities for grants.

(f) To the greatest extent practicable, ensure that state and local agencies are aware of any grant opportunities for which they are or may be eligible.

(g) Advise the Director and state and local agencies concerning the requirements for receiving and managing grants.

(h) Coordinate with all state and local agencies that have received grants for similar projects to ensure that the efforts and services of those state and local agencies are not duplicated.

(i) Seek grants for which businesses may apply that may assist those businesses in developing projects in this State and offer to assist those businesses in applying for such grants.

(j) On or before January 1 of each odd-numbered year, submit to the Director of the Legislative Counsel Bureau for transmittal to the Legislature a report regarding all activity relating to the application for, receipt of and use of grants in this State.

2. If requested by a local agency or local nonprofit organization, the Chief may write grant proposals and applications for federal funds for the local agency or local nonprofit organization.

3. The Chief may adopt regulations to carry out the provisions of this section and sections 4 and 5 of this act.

Sec. 4. In addition to any other requirement concerning applying for or receiving a grant, a state or local agency shall notify the Office of Grant Procurement, Coordination and Management, on a form prescribed by the Office, of any grant:

1. For which the state or local agency applies; and
2. Which the state or local agency receives.

Sec. 5. The Office of Grant Procurement, Coordination and Management may apply for and receive any gift, grant, contribution or other money from any source to carry out the provisions of sections 2 to 6, inclusive, of this act.

Sec. 6. 1. The Account for the Office of Grant Procurement, Coordination and Management is hereby created in the State General Fund. The Account must be administered by the Chief of the Office.



2. Any money accepted pursuant to section 5 of this act must be deposited in the Account.

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

4. The money in the Account which is donated for a purpose specified by the donor, within the scope of the duties of the Chief of the Office of Grant Procurement, Coordination and Management, must only be used for that purpose. If no purpose is specified, the money in the Account must only be used to carry out the duties of the Chief.

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

Sec. 7. (Deleted by amendment.)

Sec. 8. NRS 232.212 is hereby amended to read as follows:

232.212 As used in NRS 232.212 to 232.2195, inclusive, *and sections 2 to 6, inclusive, of this act*, unless the context requires otherwise:

1. "Department" means the Department of Administration.

2. "Director" means the Director of the Department.

Sec. 9. NRS 232.213 is hereby amended to read as follows:

232.213 1. The Department of Administration is hereby created.

2. The Department consists of a Director and the following :
~~{divisions:}~~

(a) Budget Division.

(b) Risk Management Division.

(c) Hearings Division, which consists of hearing officers, compensation officers and appeals officers.

(d) Buildings and Grounds Division.

(e) Purchasing Division.

(f) Administrative Services Division.

(g) Division of Internal Audits.

(h) Office of Grant Procurement, Coordination and Management.

3. The Director may establish a Motor Pool Division or may assign the functions of the State Motor Pool to one of the other divisions of the Department.

Sec. 10. NRS 232.215 is hereby amended to read as follows:

232.215 The Director:

1. Shall appoint a Chief of the:

(a) Risk Management Division;

(b) Buildings and Grounds Division;

(c) Purchasing Division;

(d) Administrative Services Division;



(e) Division of Internal Audits; ~~and~~

(f) *Office of Grant Procurement, Coordination and Management; and*

(g) Motor Pool Division, if separately established.

2. Shall appoint a Chief of the Budget Division, or may serve in this position if the Director has the qualifications required by NRS 353.175.

3. Shall serve as Chief of the Hearings Division and shall appoint the hearing officers and compensation officers. The Director may designate one of the appeals officers in the Division to supervise the administrative, technical and procedural activities of the Division.

4. Is responsible for the administration, through the divisions of the Department, of the provisions of chapters 331, 333 and 336 of NRS, NRS 353.150 to 353.246, inclusive, and 353A.031 to 353A.100, inclusive, and all other provisions of law relating to the functions of the divisions of the Department.

5. Is responsible for the administration of the laws of this State relating to the negotiation and procurement of medical services and other benefits for state agencies.

6. Has such other powers and duties as are provided by law.

Sec. 11. NRS 232.2165 is hereby amended to read as follows:
232.2165 1. The Chief of:

(a) The Buildings and Grounds Division;

(b) The Purchasing Division;

(c) The Administrative Services Division;

(d) The Division of Internal Audits; and

(e) If separately established, the Motor Pool Division,

➔ of the Department serves at the pleasure of the Director, but, except as otherwise provided in subsection 2, for all purposes except removal is in the classified service of the State.

2. The Chief of the Motor Pool Division, if separately established, and the Chief of the Division of Internal Audits are in the unclassified service of the State.

3. *The Chief of the Office of Grant Procurement, Coordination and Management is in the unclassified service of the State and serves at the pleasure of the Director.*

Sec. 12. The Chief of the Office of Grant Procurement, Coordination and Management established pursuant to NRS 232.213, as amended by section 9 of this act, shall:

1. Develop suggestions and proposals for establishing an incentive system to encourage businesses to apply for grants to develop projects in this State pursuant to paragraph (i) of subsection 1 of section 3 of this act; and



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1 2. On or before January 1, 2013, and in addition to or together
2 with the report required pursuant to paragraph (j) of subsection 1 of
3 section 3 of this act, submit a report setting forth those suggestions
4 and proposals for establishing an incentive system, together with
5 any suggestions for legislation, to the Director of the Legislative
6 Counsel Bureau for transmittal to the Legislature.

7 **Sec. 13.** This act becomes effective on July 1, 2011.

