



**STATE OF NEVADA**  
**DEPARTMENT OF ADMINISTRATION**  
*Budget Division*

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**POLICY DIRECTIVE #D-2012-03**

March 23, 2012

**TO:** All Agencies  
**FROM:** Jeff Mohlenkamp, Director  
**SUBJECT:** New Budget Division Website and Policy Directive System

In an effort to improve communications with state agencies and the general public, the Department of Administration's Budget Division has launched a new website and will be replacing its All Agency Memos with a new correspondence structure.

New Website

In conjunction with Budget Kick-Off activities, a new website, [www.budget.nv.gov](http://www.budget.nv.gov) was launched on Wednesday, March 14th. Nevada citizens and State of Nevada agencies will now have an easier way to find information online relating to the Budget Division. The new website reflects a design consistent with the State of Nevada website [www.nv.gov](http://www.nv.gov). It also features a complete reorganization of information and the ability to expand as more documents and resources are added. This is the first of several phases of website development aimed at improving access to budget-related information and enhancing resource sharing.

Major website changes include:

- A new website address, [www.budget.nv.gov](http://www.budget.nv.gov) (the prior website address [www.nevadabudget.org](http://www.nevadabudget.org) will remain available throughout the week of March 19th)
- A new design consistent with the official State of Nevada website [www.nv.gov](http://www.nv.gov)
- New descriptions of services and activities of the division to improve general understanding
- Improved search capabilities
- Improved document management
- Improved document searching/indexing
- A new "We Want to Know" questions/feedback section

To access the new Budget Division website, please direct your browser to [www.budget.nv.gov](http://www.budget.nv.gov).

### Budget Division Policy Directives (Formerly All Agency Memos)

Effective immediately, the Budget Division will replace its All Agency Memo correspondence with a restructured system to better communicate information to interested parties. Previously the Division sent out communications using All Agency Memos. The Division will now send out meeting notifications and general communications via email and use Budget Division Policy Directives to communicate information on policies, procedures and processes.

Major communication changes include:

- New communication structure in place of All Agency Memos
- New Budget Division Policy Directives - focuses strictly on budget-related policies, procedures and processes. The new structure will include a numbering and website archive system to make it easier to identify current directives (no searching through archived memos to reference directives)
- Meeting notices and general correspondence will be communicated through email and will not be archived. However, the [www.budget.nv.gov](http://www.budget.nv.gov) website will contain current meeting information and archives of past meeting dates, agendas, minutes and related information (see <http://budget.nv.gov/MeetingList/>)

All correspondence (email and Policy Directives) will still be sent to the subscriber-based email listserv. For more information on the listserv, please see our new website at <http://budget.nv.gov/News/MeetingNotices/>.

If you have any questions, concerns or general comments about these changes, I encourage you to use our new “[We Want to Know](#)” feedback form located on [www.budget.nv.gov](http://www.budget.nv.gov) .

  
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Jeff Mohlenkamp, Director