



DEPARTMENT OF ADMINISTRATION

209 E. Musser Street, Room 200

Carson City, Nevada 89701-4298

(775) 684-0222

Fax (775) 684-0260

<http://www.budget.state.nv.us/>

ALL AGENCY MEMORANDUM #2009-17

June 15, 2009

TO: All Agencies

FROM: Andrew K. Clinger, Director

SUBJECT: July 2009 Longevity Payment

Pursuant to SB403 of the 2009 Legislative Session, the longevity payment for the period beginning on January 1, 2009 through June 30, 2009 must be made. Department of Personnel will issue checks associated with this payment on July 2, 2009 and the payments will post to FY 2009 as the liability was incurred in FY 2009.

Agencies will need to determine if sufficient cash and authority exists to cover the payment. Contact your assigned budget analyst in the Budget Division if you need an estimated cost for the longevity payment. If sufficient cash and authority exists, agencies do not need to take any action. If sufficient cash exists, but category 01 authority is insufficient to cover the payment, agencies should process work programs as soon as possible. General Funded and Highway Funded agencies that do not have sufficient cash to cover the payment will need to request IFC contingency funds. All requests for IFC contingency funds must be approved by the Board of Examiners (BOE) and the Interim Finance Committee of the Legislature (IFC). Please submit your BOE requests by **Friday, June 19, 2009**, for the July BOE meeting. Please plan accordingly as the agency's deadline for the September IFC meeting is usually the end of July or early August.

Please contact your assigned budget analyst if you have any questions.



Andrew K. Clinger, Director