



DEPARTMENT OF ADMINISTRATION

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ALL AGENCY MEMORANDUM #2011-24

July 22, 2011

TO: All Agencies

FROM: Jeff Mohlenkamp, Director
Department of Administration

SUBJECT: Interim Finance Committee Approval Requirements

Pursuant to Senate Bill 233, the requirements for Interim Finance Committee approval for work programs, gifts and grants have changed effective July 1, 2011. The dollar thresholds for expenditure category changes (increase or decrease in the expenditure category authority relative to the legislatively approved authority) have increased from \$20,000 to \$30,000 and from \$50,000 to \$75,000. The threshold for gifts or non-governmental grants requiring Interim Finance approval has also increased from \$10,000 to \$20,000. Senate Bill 233 also allows agencies to hold their own public hearings or choose to use the Interim Finance Committee meeting as their required public hearing for changes to block grant allocations.

Attached is a copy of the Interim Finance work program criteria prior to July 1, 2011 and the new criteria effective July 1, 2011 which provides a more detailed illustration of the changes. Contact your assigned budget analyst if you have any questions.



Jeff Mohlenkamp, Director

Revised IFC Criteria Effective July 1, 2011

This work program requires IFC approval because:

- Includes new positions; or
- \$75,000 or more cumulative for an expenditure category; or
- Exceeds \$30,000 and is 10% or more cumulative for an expenditure category; or
- Non-governmental grant or gift in excess of \$20,000; or
- Involves the allocation block funds and the agency is choosing to use the IFC meeting for the required public hearing per NRS 353.345; or
- Other (required by legislation, statute, etc)

This work program does not require IFC approval because:

- \$30,000 or less cumulative for each expenditure category; or
- Less than \$75,000 and 10% cumulative for each expenditure category; or
- \$5,000 or less for categories 02, 03, 05 & 30 and \$10,000 or less for all other expenditure categories; or
- Implements general/highway fund salary adjustments approved by BOE; or

- Places funds in Reserves, Reserve for Reversion, or Retained Earnings categories only; or
- Non-executive budget; or
- Other (authorized by legislation, statute etc)

IFC Criteria Prior to July 1, 2011

This work program requires IFC approval because:

- Includes new positions; or
- Exceeds \$50,000 cumulative for category; or
- Exceeds \$20,000 and 10% cumulative for category; or
- Non-governmental grant or gift in excess of \$10,000; or
- Involves the allocation block funds and this action requires a public hearing per NRS 353.345; or
- Other (required by legislation, statute, etc)

This work program does not require IFC approval because:

- Less than \$20,000 cumulative for category; or
- Less than \$50,000 or 10% cumulative for category; or
- Less than \$5,000 for categories 02, 03, 05 & 30 or less than \$10,000 for all other categories; or
- Implements general/highway fund salary adjustments approved by BOE; or
- Places funds in reserve only; or
- Non-executive budget; or
- Other (authorized by legislation, statute etc)