




**STATE OF NEVADA
GOVERNOR'S FINANCE OFFICE
Budget Division**

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ALL AGENCY MEMO 2020-05

March 19, 2020

To: All Agencies
From: 
Susan Brown, Director
Subject: 2021-2023 Biennium Agency Request Limits

As presented at the Budget Kickoff and outlined in the Budget Building Manual, all executive branch agencies must limit their agency request budget submissions to amounts listed in the attached [Agency Request Limits](#). As in the past, limits can be applied on a department-wide basis. Agencies receiving General Fund or Highway Fund Appropriations, Court Assessments or whose budget accounts indirectly receive funding from those sources such as Internal Services funds or Cost Allocated accounts are subject to the Agency Request Limits.

The agency request limits have been calculated based on the fiscal year 2021 legislatively approved amounts for General Fund, Highway Fund and Court Assessment multiplied by two and adjusted for one-time type expenditures, 2021 salary adjustments funds and annualized for decision units that were not funded for a full 12 months in Fiscal Year 2021. A similar approach was used to calculate the amounts for Internal Service Funds; however, this is based on expenditures instead of revenue to account for reserves in those accounts.

The following decision units are outside these limits: M100 (system generated inflation used only by the Budget Division), M101 (agency-specific inflation), M201 (legislatively approved caseload increases), M500 (federal mandates) and M600 (court orders).

Note: Any M425 (deferred maintenance) decision units that do not fall within the agency request limit should be placed in the Items for Special Consideration version in priority order. Similarly, all enhancements that exceed the General Fund target and targets for other funds (Highway Fund, Internal Service Funds and Court Assessments) should be placed in the Items for Special Consideration version.

Also attached is a [form for reporting compliance](#) with the agency request limits. Please prepare a separate form for each General Fund, Highway Fund, Court Assessment or Internal Service Fund target that pertains to your agency and include all forms with your budget submission on September 1, 2020.

If you have any questions or concerns, please contact your assigned Executive Branch Budget Officer.