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**STATE OF NEVADA
DEPARTMENT OF INDIGENT DEFENSE SERVICES**

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July 29, 2020

Good Morning NACO Board of Directors,

I understand that the Board will be discussing the CARES Coronavirus Relief Funds at the July 31, 2020 meeting. I wanted to reach out in Public Comment to make the counties aware of Coronavirus Emergency Supplemental Funding (CESF) which is designed for organizations with a criminal justice nexus to prevent, prepare for, and respond to the Coronavirus Disease 2019 (COVID-19). Our Department encourages counties to apply for these funds to provide additional assistance for indigent defense.

Our Department recently viewed a training presented by the National Criminal Justice Association entitled "Supporting Indigent Defense Programs During Times of Crisis." The training encouraged funding requests for indigent defense services and listed four areas where funding has been successfully requested:

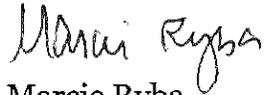
- (1) Technology Resources: Funding proposals may assist in remote work if offices are closed due to COVID-19: cell phones, laptops, VPN, Video Conference Licensing Fees, etc.
- (2) Staff: Social workers to assist in finding treatment programs or housing for individuals so that they can be released from custody to reduce populations in jail and reduce COVID-19 risk or additional attorneys to cover additional caseloads of requesting sentences to be modified and early release from jail, etc.
- (3) Physical Space Request: To ensure that offices have sufficient space to safely socially distance.
- (4) Personal Protective Equipment (PPE).

Our Department also reached out to Victoria Hauan, Administrator at the Nevada Office of Criminal Justice Assistance. Mrs. Hauan provided our Department with the application forms, which are attached to this comment. Additional information can be found on the Nevada Office of Criminal Justice website: <https://ocj.nv.gov/programs/ALL/CESF-Coronavirus/> .

Our Department is requesting funds for the Nevada State Public Defender's Office. We are not able to request funding for indigent defense providers on behalf of the counties because we cannot subgrant a subgrant.

Our Department is happy to provide any assistance to counties interested in this grant for indigent defense. Please do not hesitate to contact me if you would like to discuss this grant.

Thank you,



Marcie Ryba
Executive Director
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Enclosure



Nevada Department of
Public Safety
DEDICATION PRIDE SERVICE

COVID Emergency Supplemental Funding Program (CESF)

CFDA #16.034

Subgrant Application



**Nevada Department of Public Safety
Office of Criminal Justice Administration**

COVID Emergency Supplemental Funding Program (CESF)

Subgrant Application Cover Page

Submittal Instructions

Please Note: This application is intended to be submitted electronically. Original signatures, if required, will be obtained later if an award is made. Attachments listed on the checklist should be scanned and submitted with the application. All application documents should be submitted electronically.

The Nevada Department of Public Safety will determine priorities. Approval or disapproval of your submission is solely at the discretion of the Office of Criminal Justice Assistance.

Program Title			
Organization Name			
Grant Funds requested		DUNS #	Federal Tax ID #: (xx-xxxxxxx)
Head of Agency			Title
Address			City/Zip
Phone		Email	
Project Director			Title
Address			City/Zip
Phone		Email	
Financial Officer			Title
Address			City/Zip
Phone		Email	
SAM Expiration: _____ ATTACH A COPY OF YOUR AGENCY'S SAM REGISTRATION			
<p>CESF Funding from US Department of Justice (DOJ): Some agencies are eligible to receive CESF funding directly from DOJ or other sources.</p> <p>Please indicate if your agency applied for other COVID Federal funding for the same type of project.</p>			
<i>Funding source</i>		Amount requested:	
<i>Funding source</i>		Amount requested:	

Your application should include: WHO – WHAT – WHEN – WHERE - WHY

Abstract (Brief description of the project):

Information about the Organization (Name & Function):

Problem Statement relative to COVID -19.

Program Narrative: (How will funds be used to “prevent, prepare for and respond to” coronavirus)

Goals and Objectives

Permissible uses of Funds

Funds awarded under the CESF Program must have a nexus to and be utilized to “prevent, prepare for, and respond to the coronavirus.” Allowable projects and purchases include, but are not limited to, overtime, equipment (including law enforcement and medical personal protective equipment), hiring (must substantially work to prevent, prepare or respond to coronavirus), supplies (such as gloves, masks, sanitizer), training, travel expenses (particularly related to the distribution of resources to the most impacted areas), working remotely and addressing the medical needs of inmates in state, local, and tribal prisons, jails, detention centers.

Prohibition of supplanting – Funds may not be used to supplant state or local funds which have been appropriated for the same purpose in your general budget, but must be used to increase the amounts of such funds that would, in the absence of federal funds, be made available.

- All subrecipients (including any for-profit organization) must forgo any profit or management fee.
- CESF funds can NOT be used to match a FEMA award.
- Spell out acronyms, at least when first used. Eliminate industry jargon when possible.
- Footnote any reference to federal, state or local laws, codes or statutes.
- Use **LOCAL** and county data and statistics.

Unallowable Expenses

<ul style="list-style-type: none">• Any expenditure not related to the prevention, preparation or response to coronavirus• Badges, side arms, identification badges, etc.• Bar charges/alcoholic beverages.• Bonuses, commissions, gifts and incentives.• Bomb pay.• Business cards.• Conference rooms.• Costs incurred before the project start date or after the expiration of the project period.• Entertainment.• Food and beverages.• Expense of organized fund-raising.• Fines and penalties.• Membership Dues and Fees.	<ul style="list-style-type: none">• Indirect costs unless there is proof of certification by the lead consignant agency• Land/building acquisitions.• Late charges.• Lobbying, political contributions, and legislative liaison activities.• Newspaper subscriptions.• Promotional items.• State and local sales taxes.• Tips on per diem.• Honoraria.• Corporate Formation.• Compensation for Federal Employees.• Passport charges.
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OCJA Administrative Manual can be viewed or downloaded: <https://ocj.nv.gov/> Contact OCJA at (775) 687-1500 if you have questions.

Certification by Authorized Official; The sheriff, police chief, division chief, agency head or other official ultimately responsible for this project/program must sign this document in **BLUE** ink.

As the authorized official for the applying agency, I have read and understand the grant guidance provided with this application, to include specific guidelines, conditions, and other materials provided with this application or solicitation.

- Federal Certified Assurances
- Acknowledgement of Civil Rights Requirements
- Certification of Compliance with Equal Employment Opportunity Plan
- Acknowledgement of Grant Standard Assurances
- Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; and Drug-Free workplace requirements.

In submitting this application, the applicant certifies that the proposed project described in this application meets all requirements of the legislation governing the grant as indicated in the attached Certifications; that all the information contained in the application is correct; that this agency agrees to comply with all provisions of the applicable grant program, including the reporting requirements. I understand and agree that any award received as a result of this application is subject to the conditions set forth in the Statement of Grant Award, and the current applicable OCJA Administrative Manual.

To eliminate the possibility of supplanting, my signature also confirms the items requested within this application are not included in the agency's current budget.

Authorized Officials	
Name (type/print	Phone:
Title:	Email:
Signature	Date Submitted

FEDERAL CERTIFIED ASSURANCES

1. FEDERAL PUBLIC POLICY ASSURANCES.

- a. The Sub-recipient hereby agrees that it, and all of its contractors, will comply with the applicable provisions of:
 - i.* Title I of the Omnibus Crime Control and Safe Streets Act of 1968, as amended;
 - ii.* The Juvenile Justice and Delinquency Prevention Act and/or the Victims of Crime Act, as appropriate;
 - iii.* All other applicable Federal laws, orders, circulars, regulations or guidelines.
- b. The Sub-recipient agency hereby agrees that it will comply, and all of its contractors will comply with the provisions of 28 CFR applicable to grants and cooperative agreements including:
 - i.* Part 18, Administrative Review Procedure;
 - ii.* Part 22, Confidentiality of Identifiable Research and Statistical Information;
 - iii.* Part 23, Criminal Intelligence Systems Operating Policies;
 - iv.* Part 30, Intergovernmental Review of Department of Justice Programs and Activities;
 - v.* Part 35, Nondiscrimination on the Basis of Disability in State and Local Government Services;
 - vi.* Part, 38, Equal Treatment for Faith Based Organizations;
 - vii.* Part 42 Nondiscrimination/Equal Employment Opportunity Policies and Procedure;
 - viii.* Part 61 Procedures of Implementing the National Environmental Policy Act;
 - ix.* Part 63 Floodplain Management and Wetland Protection Procedures; and,
 - x.* Federal Laws or regulations applicable to Federal Assistance Programs.
- c. Sub-recipient agrees to comply with the requirements of 28 CFR Part 46 and all Office of Justice Programs policies and procedures regarding the protection of human research subjects, including obtainment of Institutional Review Board approval, if appropriate, and subject informed consent.
- d. Sub-recipient agrees to comply with all confidentiality requirements of 42 U. S. C. section 3789g and C. F. R. Part 22 that are applicable to collection, use, and revelation of data or information. Sub-recipient further agrees, as a condition of grant approval, to submit a Privacy Certificate that is in accord with requirements of 28 CFR Part 22 and, in particular, section 22.23.

2. FINANCIAL & ADMINISTRATIVE MANAGEMENT

- a. Sub-recipient assures that it will comply with appropriate federal cost principles and administrative requirements applicable to grants as follows:
 - i.* For state, local or Indian tribal government entities;
 1. 2 CFR Part 200 Subparts A through F and all appendices.
 - ii.* For non-profit organizations;
 1. 2 CFR Part 200 Subparts A through F and all appendices.
 - iii.* For colleges and universities;
 1. 2 CFR Part 200 Subparts A through F and all appendices.
 - iv.* For each agency spending more than \$500,000 per year in federal funds from all sources;
 1. 2 CFR Part 200 Subparts A through F and all appendices
- b. Special Provisions and Certified Assurances

3. NON-SUPPLANTING OF FUNDS

- a. The Sub-recipient certifies that any required matching funds used to pay the non-federal portion of the cost of this subaward are in addition to funds that would have otherwise been made available for the purposes of this project.
- b. The Sub-recipient certifies that federal funds made available under this grant:
 - i. Will not be used to supplant state or local funds;
 - ii. Where there is a reduced or unchanged local investment, then the Sub-recipient shall give a written explanation demonstrating that the Sub-recipient's reduced or unchanged commitment was necessary even without the availability of the federal financial support under this federal grant program.

For more information, visit the Office of Justice Programs, Office for Civil Rights website at: <http://www.ojp.usdoj.gov/about/offices/ocr.htm>.

Civil Rights Requirements

The following civil rights requirements apply to all units of local governments, state agencies, for profit and non-profit organizations accepting federal grant funds. Compliance requirements apply to the entire jurisdiction/organization, and not just to the funded activities. In an effort to assist with compliance, OCJA provides a list of the requirements along with their individual references below.

1. Training programs on civil rights compliance.
<http://www.ojp.usdoj.gov/about/ocr/assistance.htm>.
2. Victims of Crime Act
<http://www.da.state.nm.us/Victims%20of%20Crime%20Act.pdf>
3. Title VI of the Civil Rights Act of 1964
<https://www.epa.gov/ocr/facts-title-vi-civil-rights-act-1964>
4. Section 503 of the Rehabilitation Act of 1973
<https://www.dol.gov/ofccp/regs/compliance/section503.htm>
5. Title II of the Americans with Disabilities Act of 1990
 - a. The Americans with Disabilities Act – www.ada.gov/pubs/ada.htm
 - b. Title II Highlights – www.ada.gov/t2hit95.htm
 - c. Title II Technical Assistance Manual – www.ada.gov/taman2.html
 - d. Commonly Asked Questions ADA and Law Enforcement–
www.ada.gov/g&a_law.htm
 - e. Commonly Asked Questions ADA and Hiring Police Officers -
www.ada.gov/copsq7a.htm
 - f. Self Evaluation and Transition Plan Worksheets –
<http://adaptenv.org/index.php?option=Resource&articleid=185&topicid=25>
6. Title IX of the Education Amendments of 1972
<https://www.dol.gov/oasam/regs/statutes/titleix.htm>
7. Age Discrimination Act of 1975
https://www.dol.gov/oasam/regs/statutes/age_act.htm
8. USDOJ Non-Discrimination Regulations (28 CFR 42, Subparts C, D, E and G)
http://www.access.gpo.gov/nara/cfr/waisidx_00/28cfr42_00.html
9. USDO Regulations on Disability Discrimination (28 CFR Part 35)
http://www.access.gpo.gov/nara/cfr/waisidx_00/28cfr35_00.html

The authorized representative assures and certifies the applicant organization will implement federal, state, and any local equal opportunity and non-discrimination statutes. The applicant will, without delay, bring any finding of an equal opportunity or non-discrimination violation to the attention of the USDOJ's Office of Civil Rights, <http://www.ojp.usdoj.gov/about/offices/ocr.htm>, and the Nevada Office of Criminal Justice Assistance, <http://ocj.nv.gov>.

Certification of Compliance with Equal Employment Opportunity Plan

The purpose of an Equal Employment Opportunity Plan (EEO) is to insure full and equal participation of men and women in the workforce regardless of race or national origin. Federal regulations require recipients of financial assistance of the Office of Justice Programs (OJP) to prepare, maintain on file, submit for review, and implement an EEO in accordance with 28CFR 42.301-308. The regulations exempt some recipients from all of the EEO requirements. Other recipients, must prepare, maintain on file and implement an EEO, but they do not need to submit the EEO for review. Recipients must certify that they comply with, or are not covered by EEO regulations. It is the responsibility of the Nevada Office of Criminal Justice Assistance to monitor compliance of these requirements by the recipients.

Recipients must prepare, implement, and maintain an EEO related to employment practices affecting minority persons and women if all of the following are true;

1. Have 50 or more employees; **and**
2. Received \$25,000 or more in Federal grant funds, **and**
3. Have a service population with a minority representation of 3 percent or more (if less than 3 percent minority representation in service population, an EEO must still be prepared, but related to employment practices affecting women only).

If a recipient meets criteria 1 and 3 and received a single award of \$500,000 (or \$1 million within an 18-month period) an EEO must be filed with the Office for Civil Rights, Office of Justice Programs for review.

*Please check only the **one** box that applies to the appropriate certification for the receiving agency over the performance period of this specific award (CERTIFICATION A, B, C1, or C2).*

- CERTIFICATION A: NO EEO IS REQUIRED if (1), (2) or (3) below apply.** Check (1), (2) and/or (3) as applicable to your entity. More than one may apply.

This funded entity has not been awarded more than \$1 million cumulatively from *all* programs administered by the U.S. Department of Justice, including this grant from the Office of Criminal Justice Assistance, over the period of time that includes the above program period and

- (1) is an education, medical or non-profit organization institution or an Indian tribe; and/or
- (2) has less than 50 employees; and/or
- (3) was awarded less than \$25,000 in Federal U.S. Department of Justice funds through the grant referenced above

Therefore, I hereby certify that this funded entity is not required to maintain an EEO, pursuant to 28 CFR 42.301, et seq.

- CERTIFICATION B: EEO MUST BE ON FILE**

This funded entity, a for-profit entity or a state or local government having 50 or more employees, was awarded more than \$25,000, but less than \$500,000 in federal U.S. Department of Justice funds through the grant referenced above. Also, it has not been awarded more than \$1 million cumulatively from all programs administered by the U.S. Department of Justice, including the grant referenced above, over a period of time that includes the above program period.

Therefore, I hereby certify that the funded entity has formulated an Equal Employment Opportunity Plan in accordance with 28 CFR 42.301 et seq., Subpart E, that it has been signed into effect by the proper authority and disseminated to all employees, and that it is on file for review or audit by officials of the Office of Criminal Justice Assistance or the Office for Civil Rights, Office of Justice Programs as required by relevant laws and regulations.

CERTIFICATION C1: EEOP MUST BE SUBMITTED

This funded entity, a for-profit entity or state or local government having 50 or more employees, was awarded more than \$500,000 in Federal U.S. Department of Justice funds through the grant referenced above, but it has not been awarded more than \$1 million cumulatively from *all* programs administered by the U.S. Department of Justice, including this grant from the Nevada Office of Criminal Justice Assistance over a period of time that includes the above program period.

Therefore, I hereby certify that the funded entity will submit, within 60 days of receipt of award, an EEOP or an EEOP Short Form that will include a section specifically analyzing the grantee agency

CERTIFICATION C2: EEOP MUST BE SUBMITTED

This funded entity, having 50 or more employees, was awarded more than \$1 million cumulatively from *all* programs administered by the U.S. Department of Justice, including this grant from the Nevada Office of Criminal Justice Assistance, over the period that includes the above grant duration period.

Therefore, I hereby certify that the funded entity will submit within 60 days of receipt of award, an EEOP or an EEOP Short Form that will include a section specifically analyzing the grantee agency. If you have already submitted an EEOP applicable to this time period, send a copy of the letter received from the Office for Civil Rights showing that your EEOP is acceptable.

AUTHORIZED OFFICIAL'S CERTIFICATION:

- This agency will maintain and submit, when required, data to ensure our services are delivered in an equitable manner to all segments of the service population and our employment practices comply with Equal Opportunity requirements 28CFR 42.207 and 42.301 et seq.
- That the person in this entity who is responsible for reporting civil rights findings of discrimination will submit a finding to the Office of Criminal Justice Assistance within 45 days of the finding, and/or if the finding occurred prior to the beginning date of the grant award, within 60 days of receipt of award. A copy of this Certification will be provided to the person responsible for reporting civil rights findings of discrimination.

For more information regarding EEOP requirements, please access the Office for Justice Programs, Office for Civil Rights web page at: <https://ojp.gov/about/offices/ocr.htm>

STANDARD ASSURANCES

The Applicant hereby assures and certifies compliance with all applicable federal statutes, regulations, policies, guidelines, and requirements, including 2 CFR 200, Executive Order 12372 (intergovernmental review of federal programs); and 28 CFR parts 66 to 70 (administrative requirements for grants and cooperative agreements). The applicant also specifically assures and certifies that:

1. It has the legal authority to apply for federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay any required non-federal share of project cost) to ensure proper planning, management, and completion of the project described in this application.
2. It will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
3. It will give the awarding agency or the General Accounting Office, through any authorized representative, access to and the right to examine all paper or electronic records related to the financial assistance.

4. It will comply with all lawful requirements imposed by the awarding agency, specifically including any applicable regulations such as 28 CFR parts 18,22,23,30,35,38,42,61, and 63, and the award term in 2CFR 175.15(b).
5. It will assist the awarding agency (if necessary) in assuring compliance with section 106 of the National Historic Preservation Act of 1966 (16 U.S.C. § 470), Executive Order 11593 (identification and protection of historic properties), the Archeological and Historical Preservation act of 1974 (16 U.S.C. §469 a-1 et seq.) and the National Environmental Policy Act of 1969 (42 U.S.C. § 4321).
6. It will comply (and will require any subgrantees or contractors to comply) with any applicable statutorily-imposed nondiscrimination requirements, which may include the Omnibus Crime Control and Safe Streets Act of 1968 (42 U.S.C. § 3789d); the Victims of Crime Act (42 U.S.C. § 10604(e)); the Juvenile Justice and Delinquency Prevention act of 2002 (42 U.S.C. § 5672(b)); the Civil Rights Act of 1964 (42 U.S.C. § 2000d); the Rehabilitation Act of 1973 (29 U.S.C. § 794); The Americans with Disabilities Act of 1990 (42 U.S.C. § 12131-34); the Education Amendments of 1972 (20 U.S.C. §§1681. 1683, 1685-86); and the Age Discrimination Act of 1975 (42 U.S.C. §§ 6101-07); see Executive Order 13279 (equal protection of the laws for faith-based and community organizations).
7. If a governmental entity –
 - a. it will comply with the requirements of the Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (42 U.S.C. § 4601 et seq.), which govern the treatment of persons displaced as a result of federal and federally-assisted programs; and
 - i. it will comply with requirements of 5 U.S.C. §§ 1501-08 and §§ 7324-28, which limit certain political activities of State or local government employees whose principal employment is in connection with an activity financed in whole or in part by federal assistance.

CERTIFICATIONS REGARDING LOBBYING, DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS, AND DRUG FREE WORKPLACE REQUIREMENTS

*U.S. Department of Justice
Office of Justice Programs
Office of the Comptroller*

Applicants should refer to the regulations cited below to determine the certification to which they are required to attest. Applicants should also review the instructions for certification included in the regulations before completing this form. Signature of this form provides for compliance with certification requirements under 28CFR Part 69, "New Restrictions on Lobbying" and 28 CFR Part 67, "Government-wide Debarment and suspension (Non-Procurement) and Government-wide Requirements for Drug-Free Workplace (Grants)." The certifications shall be treated as a material representation of fact upon which reliance will be placed when the Department of Justice determines to award the covered transactions, grant or cooperative agreement.

1. **LOBBYING**

As required by Section 1352, title 31 of the U.S. Code, and implemented at 28 CFR Part 69, for persons entering into a grant or cooperative agreement over \$100,000, as defined at 28 CFR 69, the applicant certifies that:

- a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer of employee of Congress, or an employee or a Member of Congress in connection with the making of any Federal grant, the entering

- into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal grant or cooperative agreement;
- b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form –LLL “Disclosure of Lobbying Activities,” in accordance with its instructions;
 - c) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants, contracts under grants and cooperative agreements, and subcontracts) and that all subrecipients shall certify and disclose accordingly.

2. DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS (DIRECT RECIPIENT).

As required by Executive Order 12549, Debarment and Suspension, and implemented 28 CFR Part 67, for prospective participants in primary covered transactions, as defined at 28 CFR Part 67 Section 67.510.

1. The applicant certifies that it and its principals:
 - a. Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal court, or voluntarily excluded from covered transactions by any Federal department or agency.
 - b. Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
 - c. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, State, or Local) with commission of any of the offenses enumerated in paragraph (1) (b) of this certification; and
 - d. Have not within a three-year period preceding this application had one or more public transactions (Federal, State, or Local) terminated for cause or default; and
2. Where the applicant is unable to certify to any of the statements in this certification, h/she shall attach an explanation to this application.

3. DRUG-FREE WORKPLACE (GRANTEES OTHER THAN INDIVIDUALS)

As required by the Drug-Free Workplace Act Of 1988, and implemented at 28 CFR Part 67 Subpart F, for grantees, as defined at 28 CFR Part 67 Sections 67.615 and 67.620;

The applicant certifies that it will or will continue to provide a drug-free workplace by:

- a. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee’s workplace and specifying the actions that will be taken against employees for violation of such prohibition.
- b. Establishing an on-going drug-free awareness program to inform employees about;
 1. The dangers of drug abuse in the workplace.
 2. The grantee’s policy of maintaining a drug-free workplace.
 3. Any available drug counseling, rehabilitation, and employee assistance programs.

- 4. The penalties that may be imposed upon employees for drug violations occurring in the workplace.
- 5. Making it a requirement that each employee engaged in the performance of the grant be given a copy of the statement required by paragraph (a).
- c. Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will -
 - o Abide by the terms of the statement.
 - o Notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than five days after such conviction.
- d. Notifying the agency within ten days after receiving notice under subparagraph (c)(2) from an employee or otherwise receiving actual notice of such conviction.
- e. Taking one of the following actions, within 30 days of receiving notice under subparagraph (c)(2), with respect to any employee who is so convicted -
 - o Taking appropriate personnel action against such an employee, up to and including termination.
 - o Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by Federal, State, or local health, law enforcement, or other appropriate agency.
- f. Making a good faith effort to continue to maintain a drug-free workplace through implementation of all the paragraphs above.

APPLICATION CHECKLIST

Please be sure that the following sections are completed and returned with your grant application. Please include a completed copy of this checklist in your application.

Documents/Attachments due with the application:

- _____ **Cover Page**
- _____ **Application (Abstract, information about the Organization, Problem Statement, Program Narrative, Goals & Objectives)**
- _____ **Grant Application Signature Page**
- _____ **Budget Detail and Budget Narrative**
- _____ **DUNS #/SAM Registration (Expiration Date /.... /.....)**
- _____ **Application Checklist**

**Office of Criminal Justice Assistance
1535 Old Hot Springs Rd #10
Carson City NV 89706**

ocja@dps.state.nv.us **OCJA e-mail** ~ www.ocj.nv.gov **OCJA Website**

Main Telephone # (775) 687-1500

Victoria Hauan, Administrator	(775) 687-1501	<u>vehauan@dps.state.nv.us</u>
Mike Lambrecht, Management Analyst 1033 State Coordinator	(775) 687-1502	<u>mlambrecht@dps.state.nv.us</u>
Marie Bledsoe, Grants & Projects Analyst	(775) 687-1505	<u>mbledsoe@dps.state.nv.us</u>
Rebecca Gray, Grants & Project Analyst 1122 Coordinator	(775) 687-1504	<u>rebecca.gray@dps.state.nv.us</u>

CESF Budget Detail:
Budget Detail Worksheet and Budget Narrative

A. Personnel - List each position by title. Show the hourly rate and the number of hours to be worked on activities devoted to the CESF grant project. Compensation paid for employees engaged in grant activities must be consistent with that paid for similar work within the applicant organization and must be based on ACTUAL time worked and not a percentage. Please include job descriptions for each position listed.

Name/Position	Computation	Federal
Category A. Personnel		Sub-Total \$ -
Budget Narrative		
B. Fringe Benefits - Fringe benefits should be based on actual known costs or an established formula. Fringe benefits are for the personnel listed in budget category (A) and only for the time devoted to the project. Fringe benefits on overtime hours are limited to FICA, Workman's Compensation, and Unemployment Compensation. Individual fringe benefits must be listed by amount and percentage.		
Name/Position	Computation	Federal
Category B. Fringe Benefits		Sub-Total \$ -
Budget Narrative		

C. Travel - Itemize travel expenses of project personnel by purpose (e.g., staff training, deliver PPE items, field interviews, advisory group meeting, etc.). Show the basis of computation (e.g. 20 miles @ .54/mile). Identify the location of travel, if known. Indicate source of Travel Policies applied. Reimbursement is at GSA Federal Travel Regulations and rates. Travel justification must be included in Budget Narrative.

Name/Position	Computation	Federal

Category C. Travel		Sub-Total Federal:	\$ -
Budget Narrative			

D. Equipment - List non-expendable items with an acquisition cost of \$5,000 or more per unit that are to be purchased. Expendable items should be included either in the "supplies" category. Explain how the equipment is necessary for the success of the project in the Budget Narrative. Describe the procurement method to be used.

Item	Computation	Federal
Category D. Equipment		Sub-Total \$ -
Budget Narrative		

E. Supplies - List items by type (PPE, webcams, ZOOM or GoTOMeeting license, disinfectant supplies, and expendable equipment items costing less individually than \$5,000, such as laptops,) and show the basis for computation. Generally, supplies include any materials that are expendable or consumed during the course of the project.

Supply Items	Computation	Federal
Category E. Supplies		Sub-Total \$ -
Budget Narrative		

F. Consultants/Contracts - Indicate whether applicant's formal, written Procurement Policy or the Federal Acquisition Regulations are followed.

F-1 Consultant Fees : For each consultant enter the name, if known, service to be provided, hourly or daily fee (8-hour day), and estimated time on the project. Consultant fees in excess of \$650 per day require additional justification and prior approval from OJP.

Name of Consultant	Service Provided	Computation
Category F-1 Consultant Fees:		Sub-Total \$ -
Budget Narrative		

F-2 Consultant Expenses : List all expenses to be paid from the grant to the individual consultants in addition to their fees (i.e., travel, meals, lodging, etc.)

Item	Location	Computation
Category F-2 Consultant Expenses		Sub-Total \$ -
Budget Narrative		

F-3 Contracts : Provide a description of the product or service to be procured by contract and an estimate of the cost. Applicants are encouraged to promote free and open competition in awarding contracts. A separate justification must be provided for sole source contracts in excess of \$100,000.

Item	Description	Federal
Category F-3 Contracts		Sub-Total \$ -
Budget Narrative		

G. Other Costs - List items (e.g., rent, reproduction, telephone, janitorial or security services, and investigative or confidential funds) by major type and the basis of the computation. For example, provide the square footage and the cost per square foot for rent, or provide a monthly rental cost and how many months to rent.

Description	Computation	Federal
Category G. Other Costs		
	Sub-Total	\$ -
Budget Narrative		

Budget Summary- Should calculate from the above table to indicate the amount of Federal requested that will support the project.

Budget Category Amount

Federal

A. Personnel	\$	-
B. Fringe Benefits	\$	-
C. Travel	\$	-
D. Equipment	\$	-
E. Supplies	\$	-
F. Consultants/Contracts	\$	-
G. Other	\$	-
Total Direct Costs	\$	-
I. Indirect Costs	\$	-
Total Project Costs	\$	-

NACo POLICY PROCESS

ABOUT NACo

The National Association of Counties (NACo) unites America's 3,069 county governments. Founded in 1935, NACo brings county officials together to advocate with a collective voice on national policy, exchange ideas and build new leadership skills, pursue transformational county solutions, enrich the public's understanding of county government, and exercise exemplary leadership in public service.

MISSION

Through NACo, county officials:

- Advocate with a collective voice on national policy
- Exchange ideas and build new leadership skills
- Pursue transformational, cost-effective solutions
- Enrich the public's understanding of county government, and
- Exercise exemplary leadership in public service.

VISION

Healthy, vibrant and safe counties across the United States.

BOARD OF DIRECTORS

The board of directors has general supervision, management, and control of the business of the association and sits as the resolutions committee. The board approves the NACo work program and budget and makes interim policy between annual meetings. Board members serve for one year and must come from member counties.

POLICY MAKING

NACo has three forms of policy pronouncements: the *American County Platform*; policy resolutions passed by the members at the annual meeting; and board resolutions on policy passed by the board of directors between annual meetings.

1. The *American County Platform* is NACo's permanent policy document. When necessary, it is amended at the annual meeting. Divided into substantive policy areas covered by ten policy steering committees, the platform reflects the philosophy and overall objectives of NACo's membership.
2. Policy resolutions are generally single-purpose documents addressing a specific issue or piece of legislation. Resolutions draw attention to a topic of current concern, clarify parts of the broadly worded platform, or set policy in areas not covered by the platform. These resolutions are valid until the next annual meeting, at which time they are reviewed by the appropriate steering committee and considered for inclusion in the platform. If they are not readopted or included in the platform, they expire.
3. Board resolutions are passed by the board between annual meetings and are valid until the next annual meeting, at which time they are reviewed by the appropriate steering

committee and considered by the board of directors and the general membership or they expire.

When necessary, the executive committee may make interim policy decisions between board meetings, provided the policy is not in opposition to an adopted policy of the board of directors or the membership.

The ten steering committees propose platform changes and resolutions to the board of directors, sitting as a resolutions committee, which reports the proposals to the membership at the annual business meeting. No platform change or resolution can be brought before the full NACo membership for discussion or debate unless it has been submitted to the appropriate steering committee. However, issues which clearly do not fit within the jurisdiction of an established steering committee may, at the discretion of the president, be brought before the resolutions committee. Because issues can be crosscutting among policy steering committees, more than one committee may review a resolution or platform change.

Issues which have been addressed by the resolutions committee may then be brought before the general meeting. The membership is the ultimate arbiter of what will or will not be NACo policy. The NACo staff carries out the policy of the association and represents counties only on those issues which have been approved through the policy process.

LUCC and RAC may propose policy to the appropriate committee of jurisdiction, but do not have the authority to enact or recommend policy to the board of directors.

The *American County Platform* and policy resolutions contained in this volume have been adopted by NACo members. The platform and resolutions are carefully considered statements of the needs and interests of county governments throughout the nation and will serve as a guide for NACo members and staff in the year ahead as they appear before legislative and administrative agencies to present the views of county governments.

PROCEDURES FOR SUBMITTING AND CONSIDERING NACO RESOLUTIONS

The NACo resolutions process provides the membership with the ability to create national policies affecting county governments. The process is intended to be as open as possible, in order to allow participation from the entire membership. There are, however, some guidelines to ensure that the process is a relatively orderly one. The guidelines are as follows:

Submitting Resolutions: Resolutions and platform changes must be submitted electronically in an editable format to resolutions@naco.org, to the steering committee staff person or NACo Legislative Director no later than 30 days prior to a NACo conference. These resolutions may be introduced at NACo conferences, including the Annual Conference, Legislative Conference or, in some cases, any other conference where the NACo Board of Directors convenes.

Resolutions should, if possible, be no more than one page in length and be simply and directly written. They should include an “**Issue**” statement, a “**Adopted Policy**” statement, a factually accurate “**Background**” statement and a “**Fiscal/Urban/Rural Impact**” statement if possible. For those without a specific impact statement, the NACo steering committee staff will develop an

appropriate statement prior to submittal to the board. For resolutions, the “Issue” statement should be a short sentence and state the purpose of the resolution, the “Adopted Policy” section should specify a position or action by NACo and/or other entities, the “Background” section should clearly outline the county interest in the particular issue, and the “Fiscal/Urban/Rural Impact” section should attempt to address potential impacts for counties in these areas, if known. Resolutions cannot overrule platform language, which has been ratified by the membership. NACo staff may make necessary changes to the resolutions to ensure that they are in the proper format.

The NACo Legislative Director, in consultation with the steering committee staff person, shall make a preliminary decision as to which steering committee(s) to initially refer the proposed resolution, and will be subject to review by the Policy Coordinating Committee at the conference.

Distribution of Resolutions: No later than 14 days prior to the Legislative and Annual conferences, all proposed resolutions pertinent to a steering committee and those acted upon at a previous NACo conference which need final disposition by the NACo Board and general membership will be sent to members of the appropriate steering committee. The steering committee chairs, vice-chairs, subcommittee chairs and vice-chairs will be sent material containing all steering committee resolutions and platform changes to be considered at a conference.

The Role of the Policy Coordinating Committee/Request for Referrals: The Policy Coordinating Committee (PCC) consists of the chairs of each of the policy steering committees and the NACo Officers. It is the responsibility of this body to review all proposed resolutions and determine, prior to the meetings of the full steering committees, whether there are resolutions which must be considered by more than one steering committee because of a policy issue that cuts across steering committee jurisdictions.

The first meeting of the PCC is typically held prior to the steering committee meetings. Prior to, or during the first PCC meeting, it is the responsibility of steering committee chairs to request, through the NACo Legislative Director and the presiding NACo Officer, the opportunity to consider a resolution that has not been previously referred to it by NACo staff. If a subcommittee chair is interested in considering a resolution that was not referred to the full steering committee, he/she must, prior to the first PCC meeting, ask the steering committee chair to consider requesting a referral of the resolution.

For resolutions that have been referred to another committee, time must be made available at the steering committee meeting for the sponsor of the resolution or his/her representative to explain its intent. This presentation may also be made at a subcommittee meeting, but it shall not replace the presentation at the full steering committee.

Emergency Resolutions Submitted After the 30 Day Time Limit: Steering committees may also consider other resolutions or platform changes that were not submitted within the 30 day time limit. These so-called “emergency” resolutions are federal legislative or regulatory matters that could not have been foreseen 30 days prior to the conference, and is an issue of a timely

nature that NACo should consider action immediately. Inaction on the part of a submitter is not grounds for an emergency resolution.

Steering committees receiving emergency resolutions or platform changes may consider them only if two-thirds of the steering committee members present vote to review them. This vote and the vote resulting in the adoption or defeat of the actual resolution must be tallied and reported to the PCC at the conclusion of all steering committee meetings.

If a steering committee, after a two-thirds vote to take action, considered and ultimately adopted a resolution that was not anticipated before the first PCC meeting, the PCC, at the request of any steering committee chair, may table the resolution for consideration until the next NACo conference. The request to table must be approved during the PCC meeting by a majority of the steering committee chairs or their designees or officers present.

The Subcommittee's Role: NACo subcommittees usually meet prior to their steering committee to both receive specific, detailed information about their issues and to consider resolutions for later disposition by the full steering committee. Most, but not all, resolutions are usually considered first in a subcommittee. The subcommittee may consider the resolution referred to it by the steering committee chair and make a recommendation, with a recorded vote, to the full steering committee on the disposition of the resolution. A subcommittee does not have the ability to table or defeat a resolution, thus prohibiting full committee consideration. There is no specific requirement for subcommittees to make recommendations.

Platform Changes/Existing Resolutions: Platform changes are considered only at the Annual Conference. As with resolutions, they must be submitted to the NACo legislative staff at least 30 days prior to the conference.

Each year resolutions will automatically be deleted from the *American County Platform* at the following Annual Conference. At that conference, those resolutions that are still relevant must be incorporated into platform language or offered 30 days in advance as a “new” resolution to be considered by the appropriate steering committee. Resolutions passed by the NACo Board at the Legislative Conference must be reviewed by the appropriate steering committee and recommended for ratification by the general membership, or be dropped. Resolutions cannot be used to overturn or modify existing language in the platform.

Presentation of Resolutions and Platform Changes to the NACo Board of Directors Sitting as a Resolutions Committee: Each steering committee chair will report to the Resolutions Committee the platform changes and resolutions adopted by the steering committee. They will also report on the proposed disposition of resolutions adopted at any previous conference. Steering committees should make every effort to settle disputes on resolutions before the meeting of the NACo Board of Directors. They should consider blending and amending the resolutions into one compromise proposal or they should table the issue for further discussion. If those alternatives are not acceptable to the steering committees that have differing views, then the disputed resolution(s) shall be presented to the Board of Directors after all other resolutions have been considered and acted upon. The representative of the steering committee that

originally drafted the resolution shall present their resolution first, followed by a response and resolution from the other committee.

A steering committee chair shall report actions taken on all platform changes and resolutions, both as part of the resolutions “package” and during the chair’s report to the Board of Directors when it sits as a Resolutions Committee.

The chair’s report shall identify:

- those platform changes and resolutions that were adopted unanimously;
- those platform changes and resolutions that were adopted with some unrecorded “nay” votes; and
- those platform changes and resolutions that were adopted by roll call vote, announcing the “yeas” and “nays”.

Minority Reports: If a resolution is defeated during steering committee consideration, a one page minority report may be made on an action taken by roll call vote where the voting minority constituted at least 25 percent of those steering committee members present and voting. After announcing such a vote, the steering committee chair may allow a member of the minority to present the minority report to the board for informational purposes only. No board action is taken on the minority report.

STEERING COMMITTEE NOMINATIONS PROCESS

Every spring, NACo calls for NACo steering committee nominations through the state associations of counties. Approximately one month before the NACo annual conference, county officials must submit their completed nomination forms to their state associations of counties. Generally, the President of the state association, in consultation with the state executive director, appoints state members to NACo’s steering committees. Nomination forms are sent to the state associations of counties, along with a list of the current steering committee members from their state and a sample announcement they may use to notify their membership about the process and the deadlines for submitting nominations. Affiliate nominations to steering committees must also follow the same process.

Applicants are urged to mark their first and second choices of steering committees on the nomination form. The state associations of counties will submit names electronically by a deadline determined by the NACo Legislative Director.

The Eight and Two Rule: NACo will make every effort to accommodate the nominee’s first choice of steering committee assignments. NACo will consider the state and regional balance on the steering committees and ensure that, at a minimum, the membership of each steering committee is at least two-thirds elected county officials. Only eight county officials from the same state will be appointed to any one steering committee, and no more than two persons from the same county may serve on any one steering committee. This does not include NACo presidential appointments.

Prior to the mailing of the appointment letters, the NACo staff will review the new steering committee rosters to ensure that there is geographic and demographic diversity within each committee and the above guidelines for membership by a state or county are followed.

Appointments: The NACo president will send each appointee a letter announcing their appointment to a steering committee. The NACo Legislative Director, Deputy Director, or an Associate Legislative Director will contact appointees with relevant information regarding the NACo policy process, committee membership links, schedules, the *American County Platform* and other relevant information.

Steering committee appointees will serve on the committee for one year and cannot transfer membership to another committee, or serve on more than one steering committee, during that year. (As with any other NACo member, however, the appointee is welcome to attend any other steering committee meeting to learn about its issues.) Committee appointees may serve simultaneously on NACo caucuses, standing committees, task forces, or ad hoc committees.

Steering Committee Roles and Responsibilities: Each policy steering committee has members who are nominated by the state associations of counties and appointed by the NACo president for one year. The committee chair and subcommittee chair are generally elected officials who are appointed by the NACo president for one year. At least two-thirds of the members of each steering committee should be elected officials, but many committees have a much greater elected representation. Steering committees are responsible for studying issues, recommending new policy positions, and carrying out the *American County Platform* through advocacy activities.

Committees review problems facing counties, identify areas of concern to counties, and make suggestions for federal, state, and county involvement. They build county and state support for recommended revisions in federal rules and regulations and assist in building state association participation in policy formulation and implementation processes. Committees also advise the NACo board on priorities, strategies, and tactics involving federal legislation, rules, and regulations, and they participate in special rallies, conferences, and meetings of the association to advance the objectives of the committee.

Platform amendments and resolutions from member counties are submitted to the appropriate steering committee for review and recommendation. At least one NACo staff member is assigned to each steering committee to work with the committee chair in arranging meetings and determining agendas. Each steering committee reviews legislation and issues within its jurisdiction. Committees usually meet at least twice a year, always at the annual conference and legislative conference. In many cases, informal arrangements are made for joint consideration of certain issues.

There are specific policy outreach expectations for every member of a steering committee. Each steering committee member needs to read and understand the established policy positions in the *American County Platform* within their respective jurisdictions. Each member also needs to be prepared to contact members of Congress on important policy issues, both in Washington, D.C. and in their districts and state. They should be prepared to discuss and inform constituents about

the importance of the policy positions taken by NACo, and suggest ways they can help. Steering committee members should be ready and able to contact local and state media outlets to inform and impress upon them the importance of the county positions on policy questions affecting their steering committee jurisdiction. This includes writing op-eds, letter to the editor, editorial boards, etc.

Members should also be prepared to convene in meetings, participate in coalitions, and use the “bully pulpit” of elected office to inform a broader audience of the importance of NACo’s policy issues. Because many issues cut across jurisdictional lines, steering committees may provide oversight of platform amendments and resolutions from other committees that affect their areas of jurisdiction. The specific committee jurisdictions are:

- **Agriculture and Rural Affairs:** All matters pertaining to legislation and administrative actions affecting agriculture; rural development programs; rural renewable energy development; research and extension; food safety; and USDA conservation programs.
- **Community, Economic, and Workforce Development:** All matters pertaining to housing programs; community and economic development; public works including the creation of affordable housing and housing options for different populations; residential, commercial, and industrial development; and building and housing codes.
- **Environment, Energy and Land Use:** All matters pertaining to air, water, energy, and land use; including water resources/management, stormwater; pesticides; air quality standards; climate change; solid, hazardous, and nuclear waste handling, transport, and disposal; national energy policy; renewable/alternative energy; alternative fuel vehicles; energy facility siting; electricity utility restructuring; pipeline safety; oil spills; superfund/brownfields; eminent domain; land use; coastal management; oceans; parks and recreation.
- **Finance, Pensions and Intergovernmental Affairs:** All matters pertaining to the financial resources of counties; fiscal management; federal assistance; municipal borrowing; county revenues; federal budget; federal tax reform; elections; and Native American issues.
- **Health:** All matters pertaining to public health and healthy communities, including disease and injury prevention and health promotion; health disparities reduction; financing delivering health care, including services for the uninsured, underinsured, and medically indigent; Medicaid; Medicare; long-term care; behavioral health services; substance abuse prevention and treatment; and services for persons with developmental disabilities.
- **Human Services and Education:** All matters pertaining to children’s issues; foster care; public assistance and income support; services to senior citizens and individuals with disabilities; immigration policy; social services; and elementary, secondary and post-secondary education.
- **Justice and Public Safety:** All matters pertaining to criminal justice and public safety systems, including criminal justice planning; law enforcement; courts; corrections; homeland security; community crime prevention; juvenile justice and delinquency prevention; emergency management; fire prevention and control; and civil disturbances.
- **Public Lands:** All matters relating to federally-owned public lands including federal land management programs; natural resource revenue sharing payments; payments in lieu of

taxes; and property tax immunity concerns.

- **Telecommunications and Technology:** All matters pertaining to telecommunications and technology policy, including, but not limited to, the county role as a telecommunications regulator, service provider, and consumer; cable services technology and implementation; information technology development and implementation; information technology innovation; e-governance; and geo-spatial data collection and utilization.
- **Transportation:** All matters pertaining to federal transportation legislation, funding and regulation and its impacts on county government, including highway and bridge development, finance and safety; public transit development and finance; transportation planning; airport development and service; passenger and freight railroads; ports and waterways; freight movement; and research and development of new modes of transportation.

Task Forces: In addition to the ten policy areas governed by steering committees, there are, occasionally and periodically, issues which impact the jurisdictions of several steering committees. Because these areas are not appropriate for limited consideration, they are often referred to special task forces for broader policy consideration than that offered initially by a single steering committee.

These task forces or other special review bodies, like steering committees, report their findings to the Board of Directors and the membership as a whole. Where permanent policy is required, the policies so adopted may be inserted into appropriate locations within the platform. Temporary or other impermanent policies are treated as general resolutions. Resolutions and platform changes recommended by a task force must be considered and adopted by the relevant steering committee(s) through the regular resolutions process.

JOIN A NACo COMMITTEE AND MAKE A DIFFERENCE



GET INVOLVED!





NACo COMMITTEE INVOLVEMENT

MAKING A DIFFERENCE FOR EVERY COUNTY

NACo members have the opportunity to serve on 31 committees, caucuses, task forces and advisory boards to inform national policy and help solve problems impacting counties, boroughs and parishes.

Who is eligible to join a NACo committee?

- Any elected, appointed officials and county staff of NACo member counties, boroughs and parishes.

What's in it for county officials and staff?

- Influence national policy and stay informed on issues impacting your county
- Access to best practices
- Network with leaders facing similar issues

What are the differences in committees?

- Policy steering committees: create and drive federal policy and advocacy
- Standing committees, caucuses, task forces and advisory boards: drive programs and projects pursued by NACo for counties

What is the commitment?

- Level of involvement is based on your schedule. Committees hold:
 - ◊ Monthly conference calls
 - ◊ In-person meetings at the NACo Annual and Legislative Conferences*

How long is the term?

- Members serve one-year terms from July to July of the following year. Members must reapply each year. Applications submitted during a committee term can be accepted but will require another application for the next year.

How do I apply?

- NACo committee applications come in two forms:

Policy Steering Committees

- Applications submitted to your state association of counties

Standing Committees, Task Forces, Advisory Boards & Caucuses

- Applications submitted to NACo staff

NACo COMMITTEES FOCUS ON:

- Arts and Culture
- Disaster Mitigation & Recovery
- Economic Development
- Elections
- Finance
- Health Outcomes
- Housing
- Human Service Delivery
- Infrastructure & Transportation
- Justice Reform
- Natural Resources Management
- Public Lands
- Public Safety
- Resiliency
- Rural Affairs
- Veteran Services

Committee application forms can be found in the back of this flyer. If you have any questions about getting involved, please call us at **888.407.NACo (6226)** or email **committee@naco.org**. Learn more at **www.naco.org/getinvolved**.

*Attendance to in-person meetings and participation on conference calls are encouraged, but not required.

COMMITTEES, TASK FORCES & ADVISORY BOARDS

These committees support NACo's ability to foster innovative programs and services focused on building stronger counties that result in a stronger America. Committee members work together to ensure NACo's initiatives align with the needs of county, parish and borough governments.

HOW TO JOIN?

- County officials and staff applying as a member to these committees must submit the **orange application** located in the back to NACo at committee@naco.org. Applications submitted during a committee term will be accepted, but applicants will need to reapply for the following year leading up to July.
- Members wishing to serve as the chair or vice chair of a committee must apply prior to the NACo Annual conference each year at www.naco.org/presidential_appointments.
- Members are notified when committee applications open via email and articles in County News in early spring.

ARTS AND CULTURE COMMISSION

Demonstrates how the arts can be used by county officials to promote economic development and provide solutions to many of the challenges they face

RESILIENT COUNTIES ADVISORY BOARD

Advises NACo on the development and implementation of the organization's resiliency programs to ensure resiliency programming innovative and meets the greatest needs of counties

HEALTHY COUNTIES ADVISORY BOARD

Assists NACo in identifying the priorities and activities of the Healthy Counties Initiative and provides input and expertise on program execution

VETERANS AND MILITARY SERVICES COMMITTEE

Engages NACo and its members to develop and highlight best practices for innovative programs, services and benefits for our nation's military, veterans and their families

MEMBERSHIP STANDING COMMITTEE

Advises and supports the membership team on county member recruitment and retention efforts, while serving as the "voice" of NACo in their respective states

IT STANDING COMMITTEE

Advises NACo on information technology issues and provides oversight on information technology projects

PROGRAMS AND SERVICES COMMITTEE

Advises the NACo officers and the board of directors regarding the development and evaluation of NACo programs and services for county governments

LARGE URBAN COUNTY CAUCUS (LUCC)

A coalition of elected county officials from counties with more than 500,000 population, working to identify urban challenges and develop solutions and programs that improve their communities

RURAL ACTION CAUCUS (RAC)

County elected officials from rural areas focus on solving critical issues impacting rural life and development, including infrastructure, broadband, rural health, business development opportunities and more

IMMIGRATION REFORM TASK FORCE

Provides a forum for county officials to discuss immigration issues and impacts. Advises NACo and engages with federal agencies and coalition partners to work toward solutions

INTERNATIONAL ECONOMIC DEVELOPMENT TASK FORCE

Facilitates the exchange of information, ideas and resources and guides NACo programming, concerning county-level engagement in international economic development activities

NEXT GENERATION NETWORK

Provides networking, educational and professional development opportunities for the next generation of county leaders

For a full list of committees, visit www.naco.org/getinvolved.

POLICY STEERING COMMITTEES

The steering committees review and make recommendations on federal policy issues and legislation that supports local decision-making, prevents unfunded mandates and provides direct federal investments in county priorities. NACo's federal policy process is listed on the next page.

HOW TO JOIN?

- County officials and staff wishing to join steering committees must submit the **blue application** located in the back to their **state association of counties** for approval by the executive director.
- Members can only serve on one steering committee per year. Applicants should indicate their first and second choices.
- No more than two individuals from the same county and eight individuals from the same state can serve on a steering committee.

AGRICULTURE & RURAL AFFAIRS

Topics include: USDA agriculture, rural development programs, rural renewable energy development, research and extension, food safety and conservation programs

COMMUNITY, ECONOMIC & WORKFORCE DEVELOPMENT

Topics include: housing (including affordable housing), community and economic development, public works and workforce development

ENVIRONMENT, ENERGY & LAND USE

Topics include: water management, stormwater, air quality standards, hazardous waste handling, national energy policy, pipeline safety, brownfields and coastal management

FINANCE, PENSIONS & INTERGOVERNMENTAL AFFAIRS

Topics include: financial management, municipal borrowing, county revenues, pensions, the federal budget, federal tax reform, elections and Native American issues

HEALTH

Topics include: public health, health financing, Medicaid, Medicare, long-term care, behavioral health services, substance abuse prevention and treatment

HUMAN SERVICES & EDUCATION

Topics include: foster care, public assistance programs, senior citizen and disability services, immigration policy, social services and education

JUSTICE & PUBLIC SAFETY

Topics include: law enforcement, courts, corrections, homeland security, community crime prevention, juvenile justice and emergency management

PUBLIC LANDS

Topics include: federal land management programs, natural resource revenue sharing payments, payments in lieu of taxes and property tax immunity concerns

TELECOMMUNICATIONS & TECHNOLOGY

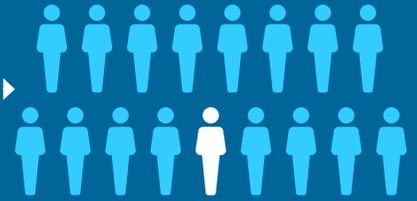
Topics include: broadband, telecommunications and technology policies and the county role as a regulator, service provider and consumer

TRANSPORTATION

Topics include: highway and bridge development and safety, public transit development, airport development, railroads, ports and waterways and freight movement

NACo FEDERAL POLICY PROCESS

Each year NACo members set our federal policy priorities - policy that reflects counties' vast responsibilities and our positions to Congress and the Administration.



There are 10 policy steering committees whose members examine and debate potential policy positions. Serving on a committee gives you a direct role in shaping our agenda.



Policy committees develop resolutions, often with input from the Large Urban County Caucus (LUCC), the Rural Action Caucus (RAC) and other county leaders.



NACo's Board of Directors reviews and acts on resolutions. Approved resolutions are submitted to the membership at the NACo Annual Conference. Adopted resolutions become the American County Platform.



NACo staff and members advance the American County Platform throughout each branch of the federal government.



We need you to be a part of the process.
Talk to your state association about serving on a NACo policy committee today!



WWW.NACo.ORG/ADVOCACY



2019 – 2020 NACO APPOINTMENT APPLICATION FORM

Complete this application if you are a county official or staff interested in becoming a committee member. Applications must be submitted prior to the NACo Annual Conference each year.

Standing committee, task force, advisory board and caucus appointments are made for one year from July to July. Appointments can be made throughout the year but will require an additional application for the following year. Applicants must send this completed committee application form to committee@naco.org.

STANDING COMMITTEES, TASK FORCES, ADVISORY BOARDS & CAUCUSES

- | | |
|--|--|
| <input type="checkbox"/> LARGE URBAN COUNTY CAUCUS | <input type="checkbox"/> INTERNATIONAL ECONOMIC DEVELOPMENT TASK FORCE |
| <input type="checkbox"/> RURAL ACTION CAUCUS | <input type="checkbox"/> MEMBERSHIP STANDING COMMITTEE |
| <input type="checkbox"/> ARTS AND CULTURE COMMISSION | <input type="checkbox"/> PROGRAMS AND SERVICES STANDING COMMITTEE |
| <input type="checkbox"/> HEALTHY COUNTIES ADVISORY BOARD | <input type="checkbox"/> RESILIENT COUNTIES ADVISORY BOARD |
| <input type="checkbox"/> IMMIGRATION REFORM TASK FORCE | <input type="checkbox"/> VETERANS AND MILITARY SERVICES COMMITTEE |
| <input type="checkbox"/> INFORMATION TECHNOLOGY STANDING COMMITTEE | |

<input type="radio"/> Ms. <input type="radio"/> Hon. <input type="radio"/> Mrs. <input type="radio"/> Dr. <input type="radio"/> Mr.	FIRST NAME	LAST NAME	SUFFIX
	<input type="text"/>	<input type="text"/>	<input type="text"/>

JOB TITLE

COUNTY

ADDRESS

CITY	STATE	ZIP
<input type="text"/>	<input type="text"/>	<input type="text"/>

PHONE NUMBER	MOBILE NUMBER
<input type="text"/>	<input type="text"/>

EMAIL	FACEBOOK	TWITTER
<input type="text"/>	<input type="text"/>	<input type="text"/>

1. If an elected official, date county term expires: _____ / _____ 2. How long have you held this office? _____ YEARS
3. Political Affiliation: Republican Democrat Independent Other
4. Are you available to attend all committee meetings? YES NO
5. Have you ever served on a NACo steering committee? YES NO (LIST COMMITTEES HERE)

Return this form to NACo at committee@naco.org. If you have any questions about getting involved, please call us at **888.407.NACo (6226)** or email committee@naco.org.

2019 – 2020 POLICY STEERING COMMITTEE NOMINATION FORM

This NACo policy steering committee nomination form should be completed and sent to the executive director of your state association of counties. NACo members may only serve on ONE policy steering committee each year, so please indicate your first and second choice. Contact NACo staff for questions at committee@naco.org.

Committee terms last for one year and beginning July after the NACo Annual Conference and end in July the following year. Appointments can be made during a committee term but will require another application for the next term.

- Only eight individuals from any state and two from any one county can serve on a given committee.

NACo POLICY STEERING COMMITTEES

___ AGRICULTURE & RURAL AFFAIRS

___ HUMAN SERVICES & EDUCATION

___ COMMUNITY, ECONOMIC & WORKFORCE DEVELOPMENT

___ JUSTICE & PUBLIC SAFETY

___ ENVIRONMENT, ENERGY & LAND USE

___ PUBLIC LANDS

___ FINANCE, PENSIONS AND INTERGOVERNMENTAL AFFAIRS

___ TECHNOLOGY & TELECOMMUNICATION

___ HEALTH

___ TRANSPORTATION

Ms. Hon.

FIRST NAME

LAST NAME

SUFFIX

Mrs. Dr.

Mr.

JOB TITLE

COUNTY

ADDRESS

CITY

STATE

ZIP

PHONE NUMBER

MOBILE NUMBER

EMAIL

FACEBOOK

TWITTER

1. If an elected official, date county term expires:

____ / ____

2. How long have you held this office? _____ YEARS

3. Political Affiliation:

Republican

Democrat

Independent

Other

4. Are you reasonably free to travel?

YES NO

5. Have you ever served on a NACo steering committee? YES NO

TO BE SIGNED BY THE EXECUTIVE DIRECTOR OF YOUR STATE

The State Association President and NACo Board Members from the state concur with this nomination.

SIGNATURE

DATE

NACo's VISION

Healthy, safe and vibrant counties across America.



NACo's MISSION

Strengthen America's Counties.

Through NACo, county officials:

- Advocate county government priorities in federal policymaking
- Promote exemplary county policies and practices
- Nurture leadership skills and expand knowledge networks
- Optimize county and taxpayer resources and cost savings, and
- Enrich the public's understanding of county government

STRONGER COUNTIES.
STRONGER AMERICA.



660 NORTH CAPITOL STREET, N.W. SUITE 400 | WASHINGTON, D.C. 20001 | 888.407.6226 | www.NACo.org

[FB.COM/NACoDC](https://fb.com/NACoDC) | [TWITTER.COM/NACoTWEETS](https://twitter.com/NACoTWEETS) | [YOUTUBE.COM/NACoVIDEO](https://youtube.com/NACoVIDEO) | [LINKEDIN.COM/IN/NACoDC](https://linkedin.com/in/NACoDC)    

**AGREEMENT BY AND BETWEEN
NEVADA ASSOCIATION OF COUNTIES
AND
NATIONAL DEVELOPMENT COUNCIL
REGARDING
COMMUNITY AND ECONOMIC DEVELOPMENT ADVISEMENT**

This Agreement is made and entered into this ____ day of _____, 2020, by and between the **NEVADA ASSOCIATION OF COUNTIES** whose address is 304 South Minnesota Street, Carson City, Nevada 89703 (the "Client") and **NATIONAL DEVELOPMENT COUNCIL** ("NDC" or the "Contractor"), a New York non-profit corporation, which is a tax-exempt organization under Section 501(c)(3) of the Internal Revenue Code, whose address is 1 Battery Park Plaza, Suite 710, New York, NY, 10004.

WITNESSETH THAT:

WHEREAS, the Client desires to receive professional services from NDC to develop and assist in the implementation of the Client's community and economic development programs; and

WHEREAS, NDC represents that it is duly qualified, equipped, staffed, competent, ready, willing and able to perform the services required by Client as hereinafter described and will use its expertise in economic and community development activities and housing for the benefit of the Client; and

WHEREAS, NDC is willing to provide, on such terms and conditions as are hereinafter provided, technical assistance to the Client utilizing its expertise in economic and community development activities and housing.

NOW THEREFORE, in consideration of the above-mentioned premises and of the mutual covenants contained herein, the parties hereto agree as follows:

I. SCOPE OF SERVICES

The Client acknowledges that NDC regularly performs services for various governmental agencies and public benefit corporations located across the United States. The purpose of this Agreement is to set forth the terms upon which NDC will provide the Client with the assistance it has requested, which is generally described as Exhibit "A" attached hereto. NDC agrees to perform such services as are requested by the Client and to provide such services as Client deems necessary to accomplish the Client's goals. Exhibit "A" attached hereto fully describes the services to be offered to the Client by NDC. In performing the requested services, NDC promises and agrees to consult with officers and employees of the Client and agrees to meet, as appropriate, with such representatives or other entities when necessary, including, without limitation, State and Federal officials and other local organizations.

II. DURATION, TERMINATION

NDC agrees to commence work for the Client upon Client's execution of the Agreement and promises and agrees to continue providing technical assistance through the completion of the Client-authorized scope of work. Either party may, at any time, terminate this Agreement, with or without cause, by sending written notice to the other party, in which event this Agreement shall be terminated effective 30 days after receipt of such notice.

III. COMPENSATION

The Client shall compensate NDC for the performance of the services received hereunder in an amount not to exceed Three Hundred and Sixty Thousand Dollars (\$360,000). The amount of compensation due to NDC is equal to five percent (5%) of the grant funds approved, processed, and disbursed to eligible businesses through the services provided by NDC as described in Exhibit "A."

NDC is solely responsible for providing all time, staff, materials, supplies, postage, telephone, travel costs, taxes, insurance, and other costs necessary to perform its services for the Client. NDC agrees to send a monthly invoice to Client for the services rendered to Client no later than ten (10) days after the end of each month and payment will be due to NDI within 30 days of the Client's receipt of NDC's invoice.

Within 30 days of the Client's execution of the Agreement, Client will pay the sum of **Sixty Thousand Dollars (\$60,000)** to NDC as an advance on the fees it is anticipated will be generated through the services NDC will provide to Client (see, Exhibit "A"). In no event will any compensation be due to NDC if Coronavirus Aid, Relief, and Economic Security ("CARES") Act funding is withheld from the Client or its members to support this program. Any reduction in CARES Act funding provided to the Client or its members by the State of Nevada will result in a proportionate reduction in the Client's financial obligation to NDC.

IV. MISCELLANEOUS PROVISIONS

4.0 Independent Contractor Status. NDC understands and agrees that it will have the status of an independent contractor and that the Agreement incorporates and applies the provisions of NRS 333.700, as necessarily adapted to the parties, including the express understanding that NDC, its officers, employees, and agents are not employees of the Client or its constituent members and that there shall be no:

- (1) Withholding of income taxes by the Client or its members;
- (2) Industrial insurance coverage provided by the Client or its members;
- (3) Participation in group insurance plans which may be available to employees of the Client or its members;
- (4) Participation or contributions to the public employee's retirement system;

- (5) Accumulation of vacation leave or sick leave; and
- (6) Unemployment compensation coverage.

- 4.1 **Confidentiality of Reports.** NDC shall keep confidential all reports, information and data given to, prepared or assembled by NDC pursuant to NDC's performance hereunder and Client designates in writing as confidential. Such information shall not be made available to any person, firm, corporation or entity without first obtaining the prior written consent of Client unless otherwise mandated by applicable law.
- 4.2 **Equal Opportunity.** NDC shall comply with all provisions of Title VI of the Civil Rights Act of 1964 and of the rules, regulations and relevant order of the U.S. Secretary of Labor regarding discrimination. In the event NDC is determined by the final order of an appropriate agency or court to be in violation of any non-discrimination provision of federal, state, or local law, this Agreement may be cancelled, terminated or suspended in whole or in part by the Client, NDC shall return all monies paid to it by Client, and that NDC may be declared ineligible for further Client contracts.
- 4.3 **Conflicts of Interest.** No board member, officer or employee of Client or its designees or agents, and no other public official who exercises any functions or responsibilities with respect to any requested technical assistance, shall be permitted to financially benefit from this Agreement or have any interest, direct or indirect, in any contract or subcontract, or the proceeds thereof, for work to be performed in connection with this Agreement.
- 4.4 **Notices.** All notices shall be sent by certified mail, hand-delivery or overnight mail and in all events with a written acknowledgment of receipt to the address set forth below:

To NACO: Nevada Association of Counties
Attn: Dagny Stapleton
304 South Minnesota Street
Carson City, Nevada 89703

To NDC: National Development Council
Attn: Daniel Marsh, III
1 Battery Park Plaza, Suite 710
New York, New York 10004

- 4.5 **Responsibility for Claims-Mutual Indemnification.** Client agrees to indemnify and save harmless NDC, their agents, officials, and employees from any liability, damage, expense, cause of action, suit, claim, judgment or expenses (including attorneys' fees) arising from injury to person, including death or personal property or otherwise, caused by or resulting from the activities in furtherance of the work described herein. NDC agrees that such indemnity shall not apply to any actions, claims or damages arising as a result of NDC's bad faith, willful misconduct or gross negligence. NDC agrees to indemnify and save harmless Client, its members, agents, elected officials, and employees from any liability,

damage, expense, cause of action, suit, claim, judgment or expenses (including attorneys' fees) arising from injury to person, including death or personal property or otherwise, caused by or resulting from the activities in furtherance of the work described herein. Client agrees that such indemnity shall not apply to any actions, claims or damages arising as a result of Client's bad faith, willful misconduct or gross negligence.

- 4.6 Release of News Information.** No news release, including photographs, public announcements or confirmation of same, or any part of the subject matter of this Agreement or any phase of any program hereunder shall be made without the prior written approval of the Client.
- 4.7 Compliance with Laws.** NDC agrees to comply with all applicable federal, state and local laws in the conduct of the work hereunder. This Agreement shall be construed, interpreted and the rights of the parties determined, in accordance with the laws of the State of Nevada.
- 4.8 Assignment.** Neither this Agreement nor any rights, duties or obligations described herein may be assigned by either party without the prior expressed written consent of the other party.
- 4.9 Severability.** A determination that any part of this Agreement is invalid shall not invalidate or impair the force of the remainder of this Agreement.
- 4.10 Acknowledgement.** The Client expressly acknowledges that all opinions and advice (written or oral) given by NDC to the Client in connection with NDC's engagement are intended solely for the benefit and use of the Client and the Client agrees that no such opinion or advice shall be used for any other purpose or reproduced, disseminated, quoted or referred to at any time without the prior consent of NDC.
- 4.11 Disclaimer.** The Client is a sophisticated business enterprise and has retained NDC for the purposes set forth in this Agreement and the parties acknowledge and agree that their respective rights and obligations are contractual in nature. Each party disclaims an intention to impose fiduciary agency rights or obligations on the other by virtue of the engagement hereunder.

Standard disclaimer regarding NDC's compliance with Section 975 of the Dodd-Frank Wall Street Reform and Consumer Protection Act ("Dodd-Frank") and amended Section 15B of the Securities and Exchange Act of 1934 ("Exchange Act")

The National Development Council is not a Registered Municipal Advisor as defined in Dodd-Frank and the Exchange Act and therefore cannot provide advice to a municipal entity or obligated person with respect to municipal financial products or the issuance of municipal securities, including structure, timing, terms or other similar matters concerning such financial products or issues.

- 4.12 Entire Agreement.** This Agreement contains the final agreement between the parties

regarding the matters covered and supersedes any and all other agreement, either oral in writing, regarding the matters contained herein. The Agreement and the attached Exhibit "A" may only be modified by a written amendment signed by both of the parties.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed as of the day and year first written above.

NEVADA ASSOCIATION OF COUNTIES:

COUNCIL:

NATIONAL DEVELOPMENT

By: _____
Jim French, President

By: _____
Daniel Marsh III
President

Date

Date

EXHIBIT “A” SCOPE OF WORK

The Scope of Work describes the assistance that National Development Council, a New York non-profit corporation (“NDC”), will provide to Client and its members during the specified contract period. The Client and NDC, by mutual written agreement, may revise this Scope of Services from time to time. The assistance within this Scope of Services includes:

- A. Assist Client with the development and implementation of a business assistance grant program for businesses impacted by COVID-19. The funding provided by the Coronavirus Aid, Relief, and Economic Security (“CARES”) Act, through the State of Nevada, is estimated to be at least One Million Eight Hundred Thousand Dollars (\$1,800,000). Client will provide direction to NDC to establish an online application process as well as establish baseline requirements, such as business license information, to award grant funding made possible through the CARES Act.

- B. NDC promises and agree to:
 - 1. Develop an online application and internet portal that includes defined program requirements for businesses to apply for Corona Virus Relief Funds (“CVRF”) available through the CARES Act. The online application must include, but is not limited to, identifying the eligible uses of the CVRF grant funding; the criteria established by the Client and its members for businesses to apply for CVRF grant funding; the documentation that will be required of applicants; and the coordination with other funding resources such as the U.S. Small Business Administration Paycheck Protection Program.
 - 2. Assist Client staff with CARES Act requirements as well as any documentation needed for compliance purposes. This must include the documentation of eligible national objectives, eligible activities, job retention and environmental review.
 - 3. Assist Client and its members develop criteria to equitably award Grant Funding to eligible businesses.
 - 4. Process all CVRF grant applications by developing a simple database of applicants with all the information needed to qualify for CARES Act funding and meet the program criteria.
 - 5. Review all applications, confirm the required conditions have been met, and make an initial determination of eligible applicants.
 - 6. After the initial determination of eligibility, assist the selected applicants with the submission of any documentation necessary to successfully qualify to receive CVRF funding and answer any questions the applicant might have regarding the CVRF grant process.
 - 7. Score or rank all eligible applications for CVRF grants based on criteria NDC helps the Client and its members develop.
 - 8. Conduct final confirmation that the selected applicants meet CARES Act eligibility to prepare for closing and funding including, but not limited to, ensuring the CVRF

grants are only awarded to businesses for allowable expenditures as defined through the CARES Act, the U.S. Treasury, and the regulations, policies, and directives established by the Client and its members.

9. Confirm final eligibility of total CVRF grant funding. Upon confirmation of applicants for funding, Client or its designees shall provide funds directly to qualified applicants.
10. Provide other technical support as directed by Client staff.
11. x

At the Client's request, NDC will attend calls and/or meetings with internal and external stakeholders related to projects or programs in which NDC is providing the services described above.

SCHEDULE OF WORK

Upon execution of Agreement, NDC will:

- Develop Application Requirements, including CARES Act Requirements, and develop the ZoomGrants Application process, to be paid for by NDC.
- As applications arrive:
 - Confirm Application is Complete – within three (3) days after receipt of each application; and
 - Sort Applications by Priority of Funding – within three (3) days of Confirmation.
- Once the application period closes:
 - Reach out to applicants, by priority, to request verification documents – with requests for documents to each applicant within seven (7) days; and
 - Process verification documents within three (3) days.
 - After funds are disbursed – Issue Memoranda Summarizing applicants for State of Nevada purposes within five (5) days.

The Application Intake Period is anticipated to start on _____ (or soon thereafter) and will run for a period of at least _____ with the possibility of extension.

Total period for application, intake, approvals and funding shall be approximately 45-90 days with the possibility of extension depending on need and the volume of applications as determined by Client. NDC understands and agrees that time is of the essence in the performance of its services to the Client.



OpenGov and the Nevada Association of Counties

OpenGov Cares Act Portal for 9 Nevada Counties

Neal Block, Senior Account Executive

858-527-5951

July 30, 2020

RE: Cares Act Portal

Dear NACO,

On behalf of OpenGov, we are thrilled at the opportunity to partner with NACO by providing the **market's best**-in-class cloud-based Cares Act Portal. We truly value your careful consideration of OpenGov and look forward to our future discussions over the coming weeks.

In the following pages, we are pleased to present our solutions that we believe will exceed the **NACO's** goals for a Cares Act Portal for 9 Nevada Counties. **OpenGov's modern, cloud**-based software offers all of the key, mission-critical modules and functions in an all-in-one citizen service suite. This includes an industry-leading online citizen portal and user experience, a flexible workflow engine to support the most basic and complex approval processes, integrated reporting and executive-level dashboards for Cares Act Portal.

OpenGov's mission is to power more effective and accountable government, and we seek to produce 'raving fans' in our work. Given your goals to modernize the permit experience for the end user, improve transparency and online services, and streamline operations, we think there exists excellent alignment to achieve a successful deployment and adoption of OpenGov in the NACO. We look forward to putting our organization behind you and your team to ensure this engagement exceeds expectations.

Sincerely,

Neal Block

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Executive Summary

OpenGov is the leader in Permitting, Licensing and Code Enforcement Cloud Solutions for Local Government. **Founded in 2012, OpenGov is backed by the nation's leading investment firms,** including Andreessen Horowitz, Emerson Collective, and 8VC. OpenGov currently serves over 1,000 governments, including Nye County, NV; City of Fernley, NV, Jefferson County, CO; City of Durango, CO ; City of Long Beach, CA; City of Diamond Ba, CA; Cambridge MA; Stamford, CT; Providence, RI; the State of Rhode Island, Suffolk County, NY; San Antonio, TX; Boston, MA; Redwood City, CA and Minneapolis, MN.

OpenGov has more than 250 employees (with over 30 former government professionals spanning more than 300 years of government experience) and is headquartered in Redwood City, CA, with additional offices in Portland, OR; Chicago, IL; Boston, MA; and Dallas, TX.

[OpenGov is presenting the OpenGov PLC \(Cares Act Portal\) Suite](#)

[The OpenGov Reporting and Transparency Platform](#) allows you to build trust both internally and externally by simplifying and streamlining the collection, analysis, and **communication of complex information. Our platform's solutions reduce manual reporting, data scrubbing, and formatting** by providing on-demand access to dynamic, interactive reports and dashboards. Simple, self-service tools empower anyone with access to the platform to perform analysis without burdening technical teams, making it easier to discover trends, provide historical context, and find anomalies quickly.

The OpenGov Advantage

- **Built From the Ground Up for Government**
OpenGov is solely focused on serving government. OpenGov's Permitting, Licensing and Code Enforcement is not like other government software. **It's built on a modern technology framework, so it's lightning-fast, highly-available, and plays nice with other systems. It's professionally-designed, so buttons, fields, and features are just where you'd expect. And it's modular, so simple permits and complex, multi-stage projects all follow one uniform framework.**
- **Best Choice for Cares Act Portal**
Permitting is essential to municipalities. With over 20 years of delivering the PLC solutions **to the public sector, the team behind OpenGov's PLC suite has been** at the forefront of government technology. **In that time, we've developed a deep understanding the in's and out's of permitting and licensing operations. And now, we're helping cities embrace** process efficiency and citizen engagement with the PLC suite, our all-in-one cloud answer for permitting, licensing, and code enforcement.
- **System Agnostic**
OpenGov brings together financial and non-financial data from across your agency or departments, guaranteeing data integrity across all applications and solutions, from permitting, licensing, and code enforcement to financial and operational performance and constituent engagement.
- **Ease of Use**
OpenGov is an intuitive and easy-to-use cloud-based solution designed specifically for non-technical users. Users can derive value quickly and understand the system with minimal training.
- **Quick Time to Value**
OpenGov's implementation is typically measured in months, not years. OpenGov's cross-functional implementation teams work with departmental staff to coordinate all aspects of the implementation project. As part of each implementation, we prepare change management plans, configure system requirements, train users, and roll out new and improved service functionality. Thanks to OpenGov's agile platform architecture, implementation is significantly simpler than comparable systems
- **Innovation**
OpenGov is a multi-tenant Software-as-a-Service ("SaaS") solution, which complements existing technology investments by enabling cutting-edge visualizations and analysis **without needing to overhaul the underlying system. And, because OpenGov's solution is** cloud-based, customers automatically receive all updates and improvements to their products as they are released.

About OpenGov

Company Background

OpenGov was founded in 2012 by Zac Bookman, Joe Lonsdale, and technologists from Stanford University, who studied government budgeting in the aftermath of the Great Recession. The team observed dedicated public servants struggle against outdated technology that prevented them from accessing timely spending information and communicating their priorities to citizens and elected officials. Believing there was a better way, the team set out to build cloud-based, easy-to-use government solutions to power more open, effective, and accountable government.

Why OpenGov?

- Over 1,000 governments are powered by OpenGov.
- **OpenGov's mission** is to Power More Effective and Accountable Government.
- OpenGov Employees have served in public sector positions for over 300 years, collectively.
- Communities who switch to OpenGov PLC process permits up to 5 times faster
- **OpenGov's Permitting, Licensing** and Code Enforcement suite has been powering government for over 20 years
- OpenGov PLC Powers of 50,000 inspections annually
- Constituents give OpenGov PLC-powered agencies an average 90% approval rating
- 3,000,000 + permits are processed annually with OpenGov PLC
- **OpenGov's multi-tenant** architecture provides maintenance-free updates so users can always leverage the most modern technology, including every new feature and product release, regardless of underlying IT infrastructure.
- OpenGov is made in America. Our expert U.S.-based Product and Go-to- Market professionals envision, build, and deploy this market-leading solution, leveraging the best technology available.

Relevant Awards

OpenGov has received the following Global Technology Recognition:

- Named to 2020 GovTech 100 List
 - OpenGov received the honor of placing on the 2020 GovTech 100 because of our unique ability to work with any government in the country, regardless of their current technology platform. OpenGov is the only public-sector software that can **uniquely map to government's Chart of Accounts while also integrating with various non-financial data sources.**
- Gartner Recognition
 - Gartner has named OpenGov as one of three Cool Vendors for Government. The winners offer government CIOs cloud solutions to quickly acquire and deploy

services for workforce collaboration and citizen engagement, open financial data, and case management.

- **OpenGov's Software-as-a-Service** is delivered through Amazon Web Services ("AWS"), a Gartner Magic Quadrant Industry Leader.
- World Economic Forum Technology Pioneer Award
 - OpenGov was selected from among hundreds of companies by a professional committee of 68 academics, entrepreneurs, venture capitalists, and corporate executives as a Technology Pioneer.
 - Past recipients include Google (2001), Mozilla (2007), Kickstarter (2011), and Dropbox (2011)

OpenGov Cares Act Portal Overview

Overview

OpenGov Cares Act Portal is an all-in-one, cloud-based citizen services suite that gives you the power to manage all of your permitting and licensing operations in one place. PLC helps you streamline approvals efficiently and brings insight and clarity to constituent applications processing, while integrating with systems you already use.



Improve Constituent Experience

With customized, constituent-facing portals with ready-made permitting templates that allow local governments to provide 24/7 access to citizens for the services they need.

Simplify Internal Workflows

Drag-and-drop interface allows local governments to bring permitting online by creating multi-step review processes easily. Once in use, these allow you to efficiently coordinate interactions across departments to track applications from submission to approval.

Product Features

Citizen Service

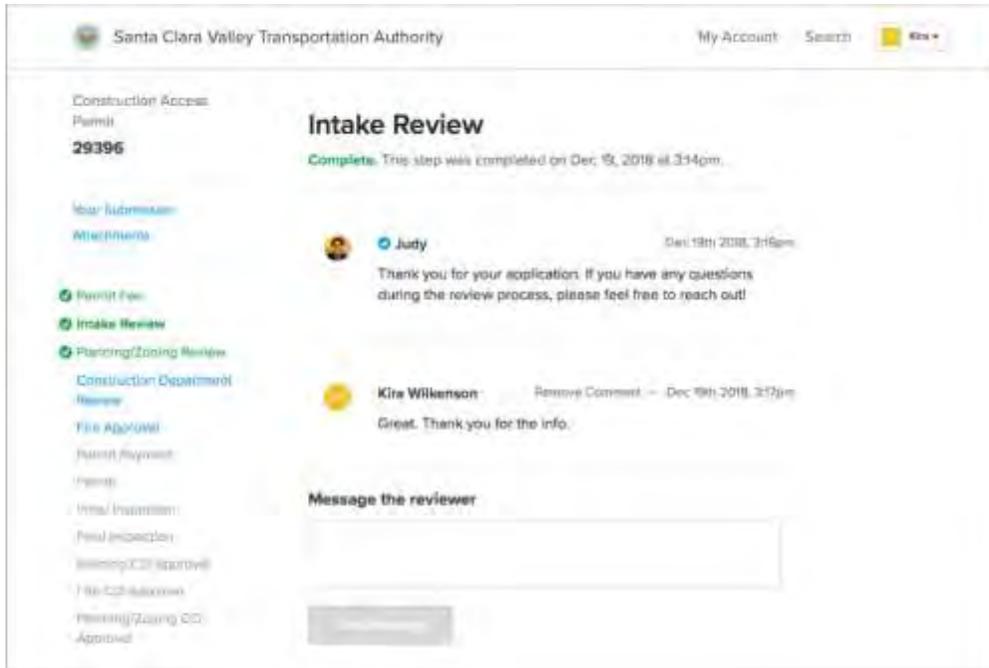
- Customize a portal for online constituent services.
- Create guided processes for submitting applications to communicate fee information and required forms.

- Communicate directly with applications in-platform.
- Search public records with filterable criteria.
- Track all application records, payments, documents and previous submissions within the platform.



Application Submissions

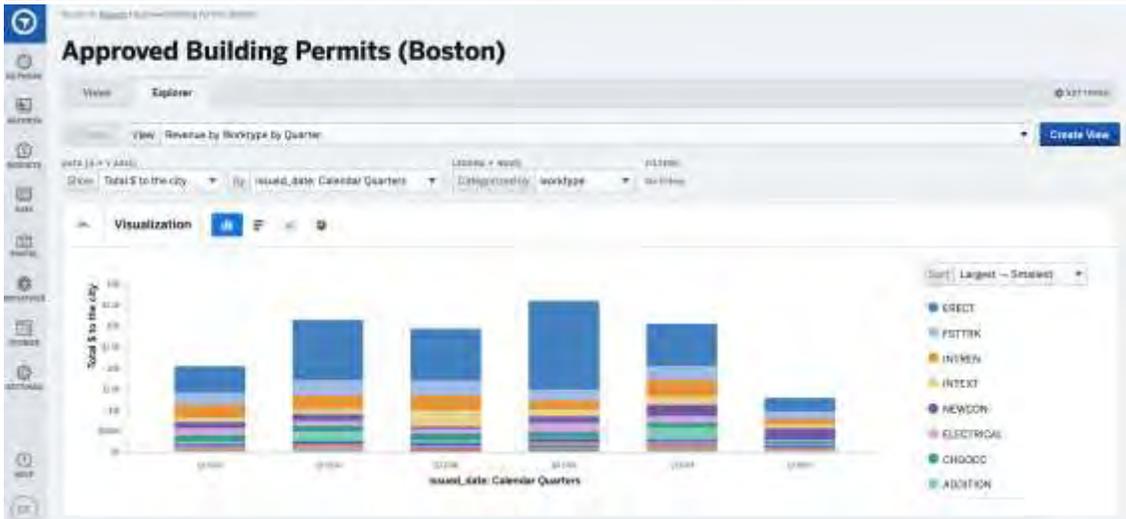
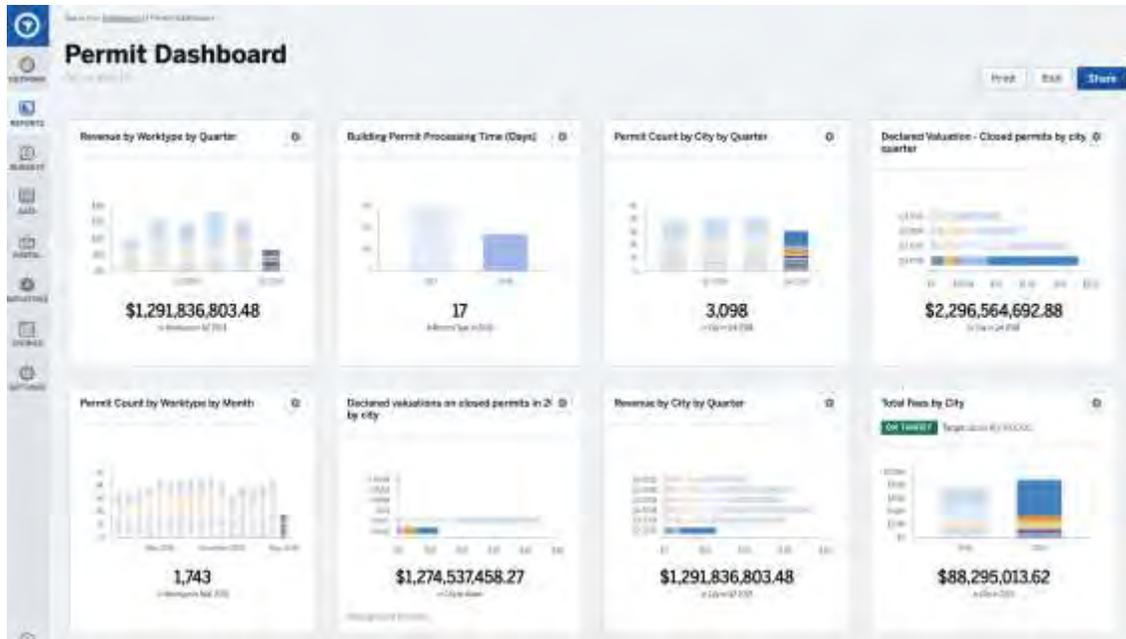
- Associate records with applications and/or location.
- Set up conditional fields based on form responses.
- Include required attachments on applications.
- Allow applicants to save drafts of projects.
- Integrate GIS software for custom maps that display permitting and license data.



Reporting

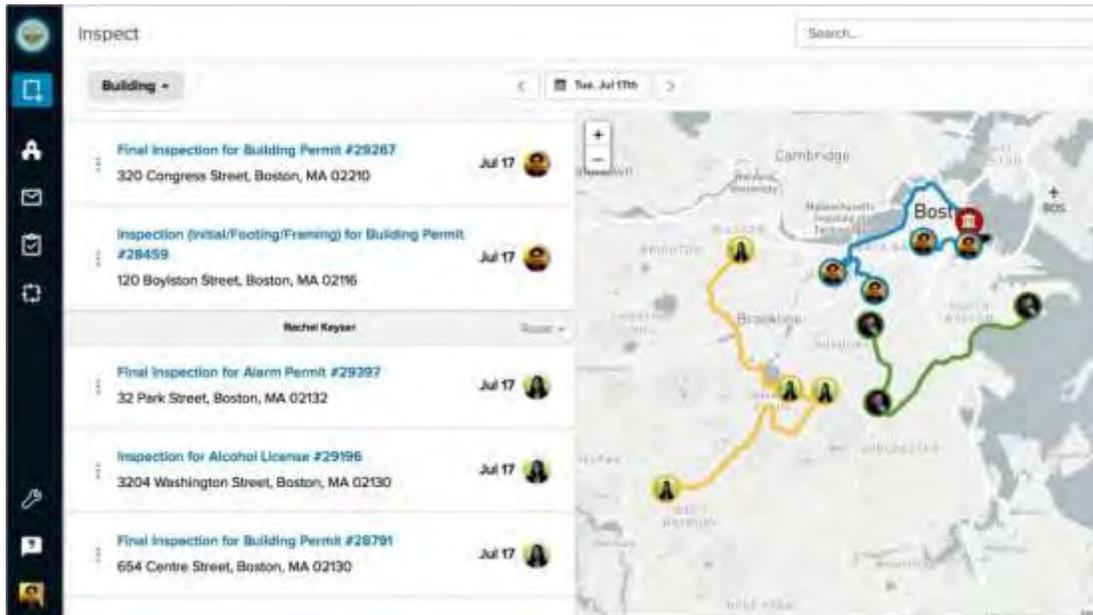
- Customize pre-populated report templates or create your own.
- Simplify sharing with a single click.
- Export data as CSV or Excel files.
- Review real-time performance with in-platform analytics.
- Include location flags on reports.

Record #	Record Type	Inspection Type	Result	Inspector	Date	Comment
29748	Building Permit	Initial	Partial Pass	Judy Elkind	Sep 18, 2018	
29749	Building Permit	Electrical - Wiring	Partial Pass	Judy Elkind	Sep 18, 2018	
29864	Building Permit	Forming	Failed	Judy Elkind	Sep 18, 2018	
29700	Building Permit	Forming	Passed	Judy Elkind	Sep 17, 2018	
29745	Building Permit	Footings	Passed	Judy Elkind	Sep 17, 2018	
29864	Building Permit	Forming	Passed	Judy Elkind	Sep 17, 2018	
29384	Business License Application	Access & Premises Is the exterior...	Passed	Judy Elkind	Sep 17, 2018	
29548	Annual Fire	Fire General Inspection	Passed	Rachel Keyser	Sep 17, 2018	
29748	Building Permit	Footings	Passed	Judy Elkind	Sep 12, 2018	



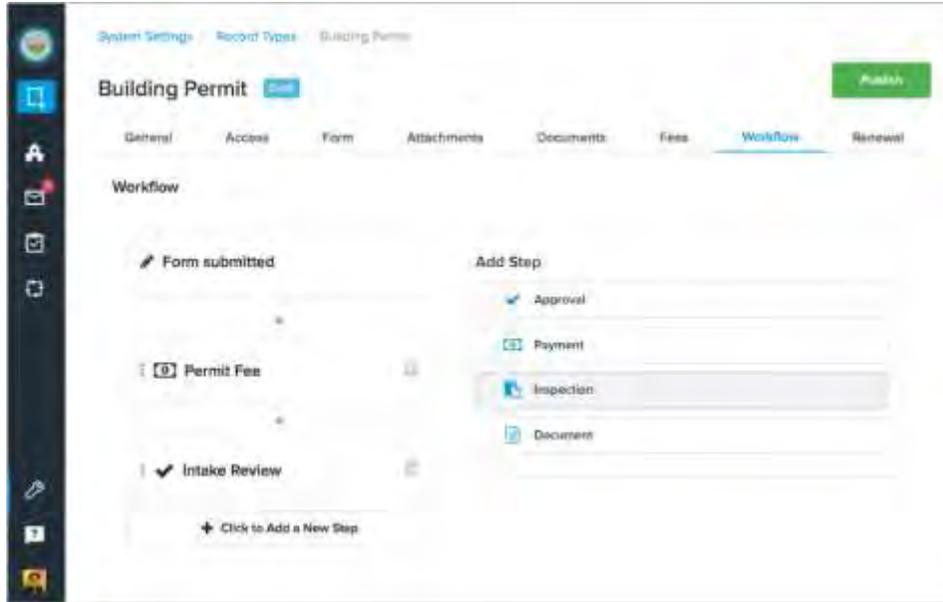
Inspections

- Allow constituents to submit online inspection requests.
- Schedule inspections based on type, location, or person.
- Optimize inspector workflow with intelligent routing.
- Use a mobile phone or tablet to perform on-site inspection actions such as photo and document uploads and in-platform attachments.



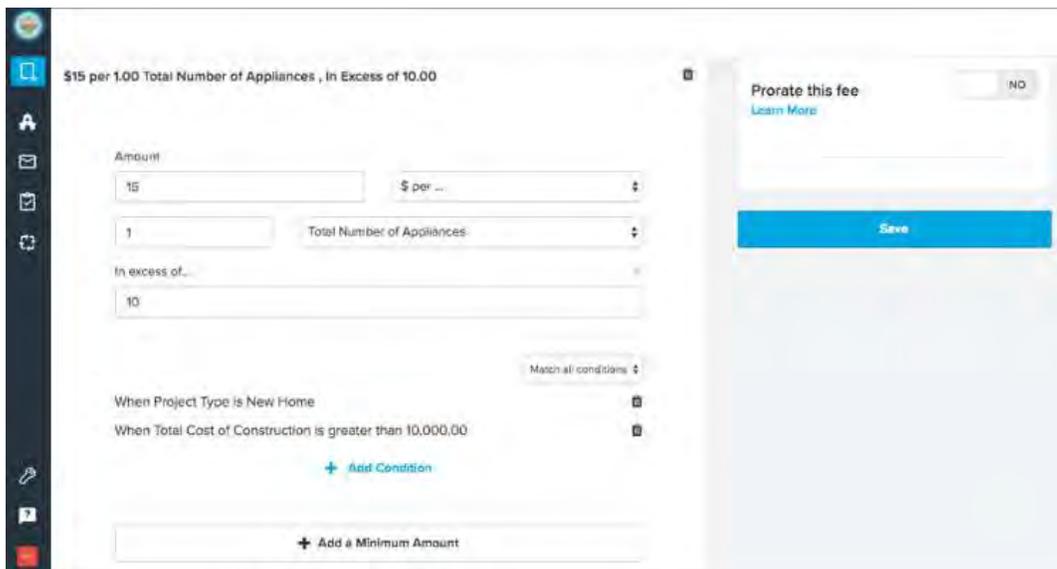
Application Tracking

- Automatically route applications through multi-departmental processes to reach approval.
- Dynamically assign tasks based on workload.
- Associate multiple records together as a Project.
- Create conditional workflow steps.
- Utilize condition-based location flags.
- Streamline large batches of renewals by grouping them together as a Campaign.



Payments

- Update fees in real-time based on application criteria so constituents pay accurately for their permit or license requests.
- Accept payments by credit card, eCheck, ACH.
- Automatically email payment receipts to applicants.
- Communicate with applicants in-app regarding payment questions.



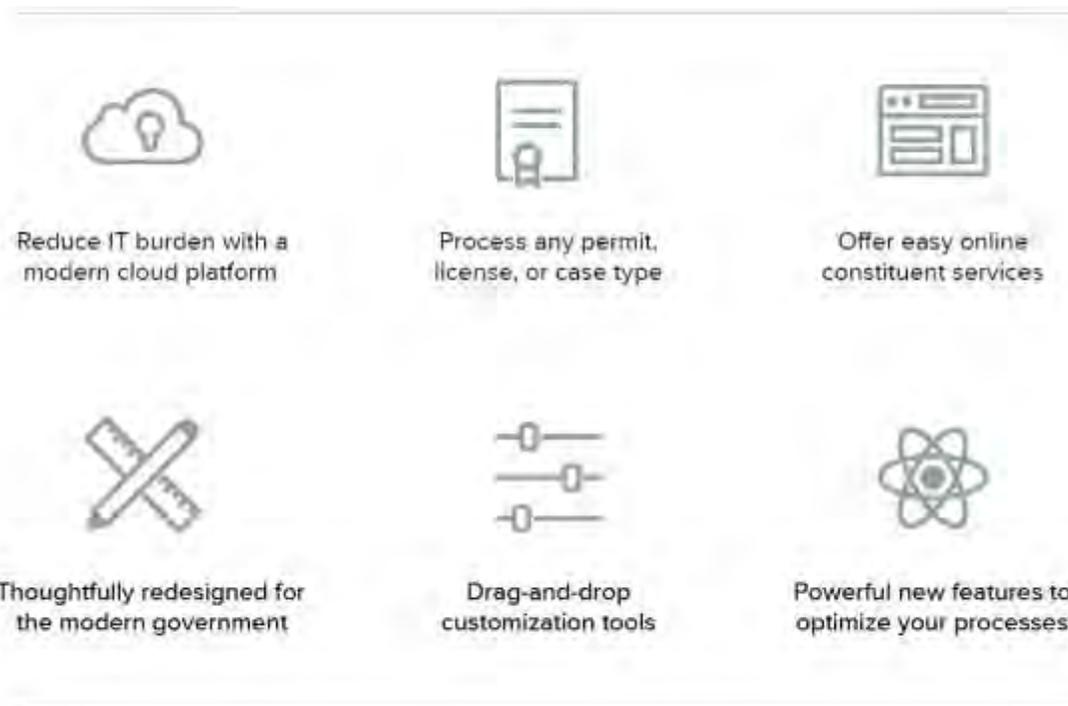
OpenGov Permitting, Licensing, and Code Enforcement and Cares Act Portal

Solution Detail

The platform for smarter government.

Built on a modern technology framework, PLC is lightning-fast, highly-available and plays **nice with other modern cloud systems. It's professionally-designed**, so buttons, fields, and features are just where **you'd expect**.

With PLC, officials can adapt any citizen service process to allow online submission, routing, approvals, payments, and document issuance, all from a centralized digital record. Its intelligent workflow engine takes all of the manual work out of processing a citizen request or internal directive. And with built-in activity feeds, departments get a whole new way to see **what's going on around them, and what requires their attention**.



Offer superior citizen service.

PLC includes the ability to enable online submission of any application form. Say goodbye to stacks of paper and status inquiries, and let citizens apply, pay, and track their requests online.



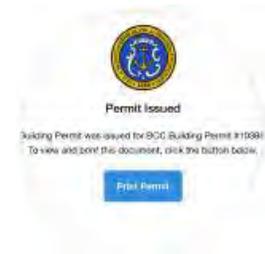
Provide a one-stop service portal

The customer service portal allows you to educate constituents about service information and submission requirements. Applicants can submit applications, pay fees online, and message reviewers.

Offer automated status updates

Customers get automatic email notifications of any activity on their

application, reducing status inquiry volume. Customers can also track the status of their application in real-time.



Communicate with customers



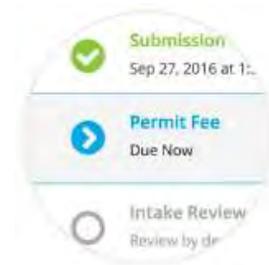
Message applicants from right within the platform to document requests for missing documentation, progress updates, and other customer correspondence. Applicants can message you back with information, feedback, or **compliments. It's all documented, all in one place.**

Achieve high performance.

PLC's workflow engine lets you determine the steps that happen once an application is submitted. Whether there are two steps or twenty, the workflow ensures every request goes where it needs to go, exactly when it needs to get there. With automated **notifications, activity tracking, and performance metrics, you'll experience a whole new way to work.**

Streamline multi-department workflows

Every record has a workflow where post-submission activity is recorded. Let each submission flow electronically from intake to departmental reviews, automatically assigning to the next available employee. And ensure that no permit is ever issued before all required approvals are complete.

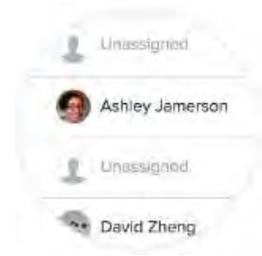


Approve with a click

When it's your turn to approve, it's easy to make a decision with big, color-coded buttons. If something isn't quite right, you can halt progress and send a message to the appropriate party for resolution. All activity is kept in one central place so nothing gets lost.

See who's doing what

With approvals reports, you **get a bird's-eye** view of all active approvals in your department. Easily see unassigned or overdue work. If you need to manually reassign a workload to someone else, just click and type a new name right in the report. The new reviewer will automatically be notified.



Automate revenue collection.

Automatically calculate fees with PLC by building fee schedules into your workflows. Let citizens pay anytime, anywhere with a credit card, and easily reconcile all transactions daily with the accounting features. **It's full-cycle** revenue management, integrated right into your processes.



Accept online payments 24/7

In addition to cash and check payments, enable anytime online payment via credit card or eCheck so applicants can pay without coming into Town Hall. Online payments are built right into PLC, **so there's no need for a merchant account. You can even keep your existing credit card infrastructure at the cashier's office, if applicable.**

Automate fee calculation

Reduce errors and simplify fee collection by having PLC calculate fees automatically according to your schedules and application content. Authorized users can override automatic calculations, **and you can build next year's fee schedule in advance without disrupting operations.**



Amount	Account	Date
\$195.00	654123	Nov 14, 2015
\$720	158357	Nov 14, 2016
\$60.00	671998	Nov 14, 2016
\$115.00	654123	Nov 14, 2016
\$58.80	158357	Nov 14, 2016
10.00	671998	Nov 14, 2017
	654123	

Reconcile with accounting

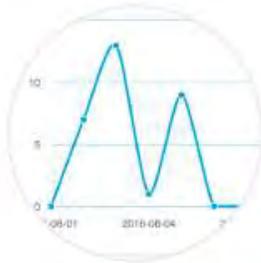
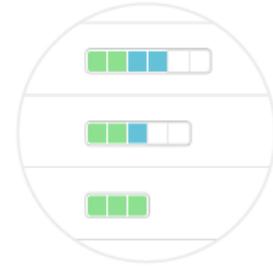
The built-in ledger records all payments and refunds with their corresponding general ledger account, letting you easily import transactions into your finance and accounting system. An optional integration can automate your daily import.

Gain powerful data insights.

Understand departmental performance like never before with **PLC's built-in** analytics engine. With progress reports, graphs, and performance metrics, you'll always know how things are going and what's falling behind.

Track progress at-a-glance

Record status reports let you see the status of all applications in real-time. See what was completed and what's still in progress for any given timeframe.



Explore trends over time

Built-in graphs let you see permit and inspection counts throughout the week, month, or any timeframe you choose. See when the busiest and quietest times of the month were, and be prepared when requests spike.

Measure departmental performance

Examine approval times for each process and take action to reduce bottlenecks. Easily report on departmental activity and track progress as average processing times decrease with process improvements.



Build, save, and share reports

Use simple built-in reporting tools to configure the reports you rely on every day. Save them for later use, or export them to Microsoft Excel for advanced customization. Share reports with others to make sure everyone is always on the same page.

Digitize plan review.

Replace rolls of paper plans with a fully-digital plan review process. With the right hardware, software, and PLC, your team can receive, review, and collaborate on plans and then communicate changes to the applicant.



Receive and manage plans electronically

Let applicants submit plans electronically during or after initial **submission. Manage plan revisions right from PLC's built-in** document management.

Markup, comment, and revise

Use Adobe Acrobat, BlueBeam Revu, or any other document markup tool to draw, comment, and markup plans either individually or with others on your local network. Then upload back to PLC to share with the applicant. All stakeholders are automatically notified when new plans are attached.



Collaborate on plan changes

Message applicants from right within the platform to communicate about plan revisions. Keep all correspondence in one place to make sure everyone is on the same page during the plan review process.

Streamline inspections.

Simplify schedule management and reduce manual data re-entry with PLC. Let citizens request the date of their inspection according to your availability, and let PLC automatically assign the next available inspector. And with the capability to conduct **inspections on a tablet, your inspector's workload just got a lot lighter.**

Enable online inspection requests

When it's time for an inspection, let citizens request the date they prefer. Assign inspectors manually, or automatically. And if **there's any need for a date change, the applicant will** automatically be updated via email.



Conduct inspections on a tablet

Save time during inspections by digitally **recording results with an onsite tablet. They'll be immediately** available within PLC, and the applicant will be able to view the results.

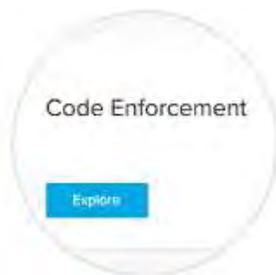
Issue letters and take action in the field

In one click, authorized inspectors can issue letters of violation, certificates of occupancy, fines and fees, and additional requirements. ViewPoint Cloud puts the full power of the workflow engine in your field operations.



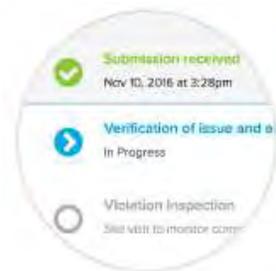
Manage code enforcement.

Code enforcement and permit staff can finally get on the same page with integrated operations in PLC. See the full permit and violation history of any property, manage violations internally, and let citizens submit complaints anonymously online.



Accept online complaints

Citizens can submit complaints online right from the same place they find all other online services in PLC. You can enable either named or anonymous complaints and decide the level of follow-up after the fact.



Manage field and office operations

Handle internal actions and field inspections on code enforcement cases from a centralized workflow. Ensure procedures are followed and record all actions taken on a case.

And issue letters, fines, and follow-up actions.



Get the full picture of any property

See the full history of permits, licenses, inspections, and code violations on any property from a centralized profile page. Get owner info and even see street-level imagery of the property, where available.

Control and audit system access.

PLC's granular user access architecture lets you fine-tune user access by permit or license type. In addition, you can determine what aspects of your operations are visible to the public, and which are restricted. With the built-in activity log, all actions are logged in a central place for easy auditing.

Determine granular user access rights

From each permit or license type's settings, you can determine which users or groups can view, edit, and administer records of that type. In addition, you can dictate who has authority to approve any step in a permit's workflow.



Determine public access

PLC is built for public access, with high security in mind. For each permit or license type, decide whether the public can apply online, and whether the public can view records of that type.

View logs of all system activity

Every action in PLC is recorded in the Activity Log. Administrative users can access this log at any time and filter by activity or record to see who is doing what, and ensure full compliance



OpenGov Project Delivery Approach

Product	Description	Cost	Payment Schedule
OpenGov Cares Act Portal Software	<p>8 – 11 Nevada Counties to Participate - \$7.2m in Grant Funds</p> <p>Pursuant to the CARES Act and Treasury Guidance, dollars can be distributed to businesses for the following:</p> <ul style="list-style-type: none"> • Working Capital (i.e. payroll, rent, utilities, inventory costs, taxes, etc.) • PPE & materials related to mitigating impacts of COVID (cleaning supplies etc.) • Retrofits that business might need to comply with social distancing or other COVID-19 related directives • Reimbursement for materials already purchased are eligible <p>Size of Grant Award</p> <ul style="list-style-type: none"> • Size of award based on size of business; possibly up to \$30k, could be based on number of employees or revenues; could be based on actual expenses; size of grants may vary by county and can also be based on available dollars <p>Unlimited Users Support & Maintenance All Hosting & Storage All Updates & Upgrades</p>	\$86,500	
Services	OpenGov to deploy, train, set-up, and help manage applications for NACO's Cares Act Portal	\$450,000 <i>(Not to Exceed)</i>	

Cares Act Portal Cost			
	Software	\$86,500	
	Professional Services	\$450,000	<i>Not to Exceed</i>
	Total Cost	\$536,500	

Who We Are

Mission-Driven

Powering more effective and accountable government

Trusted

Over 2,200 public agencies leverage OpenGov technology

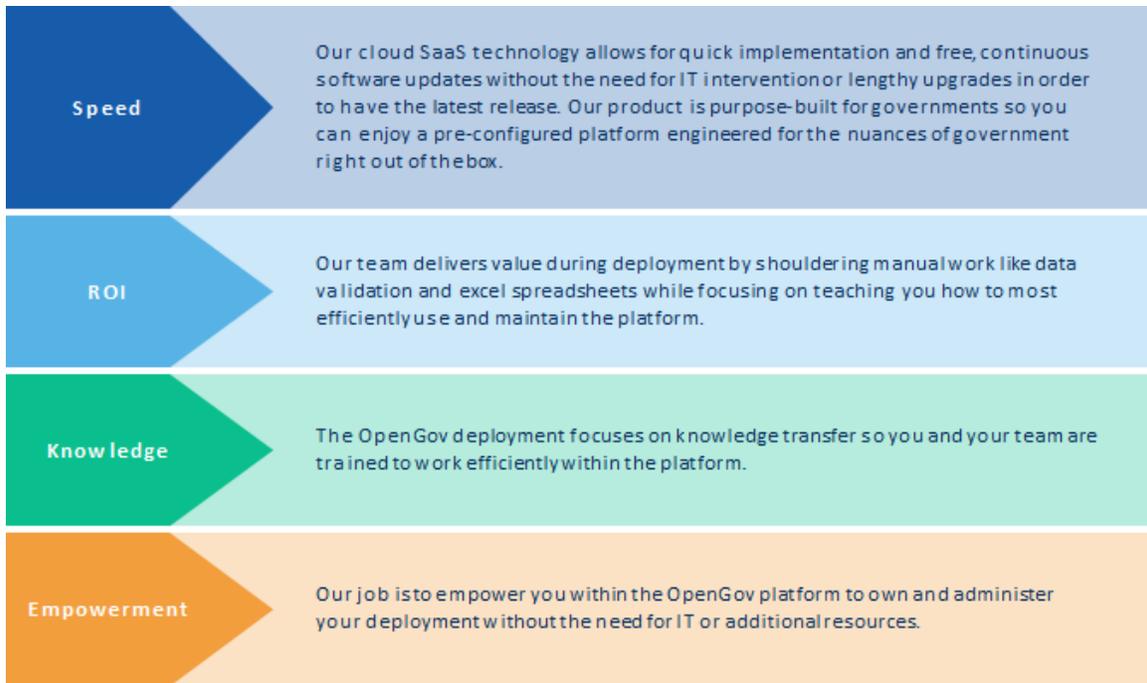
Innovative

Easy-to-use, best-in-class, and intuitive cloud software

Experts

Over 300 years of public sector experience on staff

OpenGov Implementation is optimized for:



Why Customers Love Working With Us

Your success as a customer is OpenGov's top priority. OpenGov customers receive a tailored deployment offering following standard methodology informed by implementing our software at more than 1,000 governments. As a customer, you can leverage the knowledge of an OpenGov team comprised of former government finance directors, chief information officers, budget and performance analysts, and Software-as-a-Service (SaaS) professionals to arm you with insight, expertise, and industry-leading best practices enabling you to drive efficiency and outcomes for your organization.

OpenGov PLC Deployment Overview

When implementing PLC projects, we find it best to take a phased approach to ensure each **project component is successful**. OpenGov's architecture makes this approach well-suited to enabling rapid deployment and maximizing ROI. The following is simply an example of what the implementation process looks like. We will deliver a complete Statement of Work to the NACO.

OpenGov PLC Implementation Process	
Phase	Deliverables
Kickoff & Strategic Planning	<ul style="list-style-type: none"> ● Assemble Team and Align on Objective ● Identify Departments and Types of Applications ● Identify Best Practices & Potential Pitfalls ● Establish Timeline and Target Launch Date
System Administrator Training	<ul style="list-style-type: none"> ● 2-hour webinar designed for 1-3 system administrators ● Learn the ins and outs of the OpenGov PLC suite
Validation & Testing	<ul style="list-style-type: none"> ● Validate your Configuration ● Review Data from Legacy System ● Review Additional Data Integrations or Exports
End User Training	<ul style="list-style-type: none"> ● 2-hour webinar for all users in the system ● Learn how to complete inspections, pull reports, and process applications
Sign Off & Go-Live	<ul style="list-style-type: none"> ● Set User Permissions and Roles ● Review & Sign Off on Implementation ● Start Accepting Public Applications

* In-person professional services available upon request.

OpenGov PLC Project Management Methodology

Our Implementation team will work with the **City's** stakeholders to map each permitting, licensing, and code enforcement processes and assess adherence to best practices. OpenGov will collect all application forms, permits, letters, and fee schedules associated with each permit type for use in OpenGov PLC. From there, OpenGov will lead a Process Improvement Consultation prior to system implementation.

Our veteran support team will work with the **City's** test environment to check all aspects of the platform before going live, phasing in the software by department and permit type, while continuously testing functionality and improving training processes throughout. Additionally, our database specialists will migrate data from all relevant legacy systems, and efficiently conduct the specified conversions at multiple points throughout the implementation process.

Immediately prior to Go Live, OpenGov will make a final data import to include any data created since the previous import. This ensures a seamless transition from the legacy system to OpenGov PLC with no risk of data loss.

OpenGov will provide a test instance of the software to each applicable division for user acceptance testing. This allows for thorough, in-depth testing of functionalities, as well as data imports, in environments distinct from the live portal.

OpenGov will migrate permit data from the current system to the PLC environment. Form fields and permit data from the existing database will be recreated in OpenGov platform exactly as found in the originating system.

The scope of the data migration includes:

1. Records (Permits, Licenses)
2. Applicant Information
3. Location Information
4. Total Fee and Total Payment
5. Associated Contractor(s)
6. Associated permit or license data fields (e.g. work description, square footage, etc.)
7. Inspections (results and dates)
8. CO Issuance Date

Our veteran support team will work within the **City's** production environment to check all aspects of the platform before going live, phasing in the software by division or permit type, while continuously testing functionality and improving training processes throughout. Additionally, our database specialists will migrate data from all relevant legacy systems, and efficiently conduct the specified conversions at multiple points throughout the implementation process.

Although the ease of deployment and training lead 95+% of OpenGov PLC customers to choose a fully virtual implementation and training process, OpenGov does offer on-site training at an additional cost if necessary. All training will be performed using a blend of OpenGov and **City's** resources, and a robust knowledge base is available online with training and implementation documentation.

Following Go-Live, OpenGov offers standard support services, a robust knowledge base of articles, training and configuration documentation, quarterly user groups, and continuing 1-on-1 training, if required at an additional cost.

Resources and Support

As an OpenGov customer, you are supported by our Customer Success team from deployment through adoption and beyond. When you contact OpenGov, your first point of contact will be a real, live person. OpenGov provides best-in-class standard support resources such as telephone, email, and an online portal as well as additional support channels like webinars, user groups, a resource center, and a thriving community of tips and best practices provided by your peers.

- Technical Support: Our team of highly trained support analysts are available to solve any issues you have with any part of your solution within the OpenGov Cloud.
- OpenGov Community: OpenGov has a safe and secure online community for government professionals to connect with their peers, share their experiences, and learn best practices.
- User Groups: Our subject matter experts host regular user groups online and in-person. Learn from the pros and your peers!
- Resource Center: We provide you with articles and videos to enhance your learning and education of OpenGov.
- Free Webinars: As a customer, you can look forward to engaging and informative webinars. Get a crash course in performance management or learn about the latest features of your OpenGov software.
- Live Chat: Contact support seamlessly while using the product through our live chat feature staffed by the Customer Success team.

How to work with us

These are some of the typical customer roles involved during deployment:

- Project Manager: the primary point of contact for OpenGov during the implementation.
- Commissioner/Director of Building Department: partners with OpenGov team to outline applicable permit(s) processes.
- IT Dept: provides the necessary data for OpenGov implementation.
- Communications: partners with OpenGov to lay out the best strategy for launching to stakeholders.
- Subject Matter Experts: partners with OpenGov daily to execute the tasks and become a subject matter expert in OpenGov.

Critical High-Value Adds for the Town of Hempstead

Ongoing Product Updates, At No Additional Cost. OpenGov develops its own cloud-hosted, SaaS products that are available 24/7 through the use of any web browser, on any computer. While traditional software is installed on-premise and places a heavy burden on

every customer to maintain and update, OpenGov's SaaS model guarantees that every customer is always using the latest features and enhancements to our software. This means that you would no longer need to pay for expensive customizations and teams of programmers to maintain a complex, unsustainable, and unreliable solution. Instead, you will receive a **product that incorporates feedback from all governments in OpenGov's network, with updates** occurring automatically every two weeks and ongoing support, giving your team a solution that is scalable, sustainable, easy-to-use, and affordable.

Our updates are applied frequently and effortlessly to the customers. Because the software is centrally housed, new releases do not require an installation. With OpenGov, you will have access to a platform that updates immediately, without a formal upgrade process and effort.

Unlimited Usage Model. **OpenGov's software was created to be useful, usable, and used by** our customers, not to be sequestered to a small group of users with licenses. For this reason, our design enables non-technical users to quickly become proficient at using our software effectively and we refuse to issue licenses so that our software can be used as widely as possible across the organization. We view ourselves as more successful when our customers are able to leverage our software for as much value as possible without encountering artificial boundaries to its usage.

OpenGov provides an unlimited usage model. OpenGov does not charge our customers based on how many datasets they post to our platform. As the project scales, we also do not charge extra based on number of users nor per server nor per dataset. Rather, we charge a flat, annually recurring fee to encourage our customers to post as many datasets and to add users as they deem fit. OpenGov wants our customers to use the site as much as possible without usage constraints. Additionally, this provides our customers with the ability to easily budget for the cost of the software without fear for the cost of mid-year increases.

As mentioned above, with OpenGov's SaaS model, our customers will gain access to rapid, continual and significant capabilities consisting of two-week product releases that will be available to our customers at no extra cost. These product releases are dictated by feedback from customers and their ever-evolving priorities. OpenGov is continually innovating and constantly improving our platform to supply software that is made for Government by Government.

Customer Manager (CM) Support Model. OpenGov customers benefit from a support model that relies upon dedicated **CM's who will be your main point of contact post-deployment. Our team of highly experienced CM's will collaborate with the project leaders to ensure that** your overarching goals are incorporated and managed during and after deployment. With our highly **configurable software, our CM's work closely with you to deliver the most value to your** organization so your needs are met.

Customer Quotes

On Customer Experience

"Many companies can do the tools and tech; however, it is rare to find a company like OpenGov who does so while staying in touch with its customers, truly listening to its customers' needs, and adding the appropriate staffing at all levels of management and function to improve both the product offerings and the customers' experiences."

Lisa Desmarais, IT Director of Kenton County, KY

"The communications between our staff was more like fellow co-workers instead of a Vendor and Client relationship. At all times [our consultant] was open and handled our requests with a great deal of professionalism and a 'Can Do' attitude. We were quite impressed with [our consultant's] understanding and experience with systems that we use."

Srikanth Karra, CIO of Birmingham, AL

"We view OpenGov as a strategic partner. They've taken the time to listen to what we wanted and built a true partnership with us. You don't see that at other software companies—especially bigger software companies like SAP where we never would get that interaction. Their responsiveness and collaboration is impressive."

Maria Zuniga, Business Improvement & Performance Administrator, Bernalillo County, NM

On the Product - General

"There were five different companies that partnered with ESRI, and I reached out to all of them for demos. When I inquired about OpenGov PLC, it was simply a conversation around 'What do you need?' and 'Here's what we can do.' They were outstanding to work with from day one."

Mike Horney, Development Services Manager, Town of Kernersville, NC

"The software has been incredibly easy to configure in comparison with our cumbersome legacy system. The drag-and-drop design makes it so easy to create workflows. It's just more advanced technology than what was developed 10 years ago - it's night and day difference."

Paul Leedham, Chief Innovation Officer, City of Hudson, OH

"Once we started using ViewPoint Cloud [OpenGov PLC] we realized it was like we had been working by candlelight and now we have electricity"

Teresa Graham, Building and Zoning, Town of Smithfield, RI

"In all my years working in public accounting and government work, I've never had a contract that I got more out of than what I was told I would get. Usually you get disappointed with contracts, but OpenGov way exceeded my expectations."

Klarryse Murphy, CFO, County of Ravalli, MT

"We have saved over 90% of our time preparing reports, with OpenGov we can show citizens how we are being fiscally responsible with their tax dollars."

Kimberly Ruesch, Administrative Services Manager, Washington City, UT

"I brought up our OpenGov site in a Council Meeting when discussing an increase in real estate taxes. Within seconds, I had a pie chart and we brought facts to the conversation. With that measure passed, we were able to add four firefighters, keeping our response times to a minimum."

Brian Dehner, City Administrative Officer, Edgewood, KY

"OpenGov has absolutely made us more proactive in looking at data and attacking the data, instead of saying, 'It's too big.'"

Andrew McCreery, Finance Director, Mt. Lebanon, Pennsylvania

"With OpenGov I think a huge part of the value proposition is integrating multiple data sets through one aggregation tool. It's really about helping us understand not only how the dollars are spent, but what sort of value is being delivered back to residents through the services that we provide...it's one thing to see the financial information and analyze it; it's another to see that side-by-side with indicators to show how our service levels are changing over time. So that's really the power of OpenGov."

Micah Intermill, Budget Director, Minneapolis, MN

On Citizen Engagement

"The core of what we're trying to do (with Open Data) is drive better outcomes out in the community and enable better decision-making at the executive level."

Adam Dondro, Chief Information Officer, California Health and Human Services Agency

"(Open Data) is flexible, it's scalable, it's interoperable, and that provides us with a platform to make our data the most useful as possible"

Michael Valle, Manager, Tech. Policy & Planning, California Office of Statewide Health Planning and Development

"Without data, decision-makers are pretty much blind to what's going on. With OpenGov, they can ask and answer questions right from their desktops without a team of analysts with them."

Robert P. David, Director, OSHPD

"When we transmitted the info to [our citizens] with OpenGov, it provided a better educated question that came back to me versus 'what's your general fund balance?' or 'what's your revenue and expenditures.' The questions became 'why are you spending so much on this?' So it's given

me a better sense of what the community's real issues were.”
George Rodericks, City Manager, Atherton, CA



Update on Implementation of Governor's Executive Order on Climate Change (2019-22)

Bradley Crowell, Director
Dr. Kristen Averyt, State Climate Policy Coordinator

Nevada Association of Counties

July 31, 2020

Addressing Climate Change in Nevada

- **Climate Change Executive Order 2019-22 (Nov 2019)** – Directing Executive Branch to Advance Nevada’s Climate Goals
- **Goal:** Moving beyond the Renewable Portfolio Standard to focus on all sources of GHG’s in NV and addressing statewide impacts from Climate Change across NV.
- **Co-leads:** NV Dept. of Conservation & Natural Resources and Governor’s Office of Energy
- **Key milestone:** Develop first “State Climate Strategy” (Dec 1, 2020)
- **Process:** Broad collaboration across state, local agencies, informed through public outreach and participation.



Nevada Greenhouse Gas Emissions Inventory

Senate Bill 254 (2019)

(Senator Brooks)

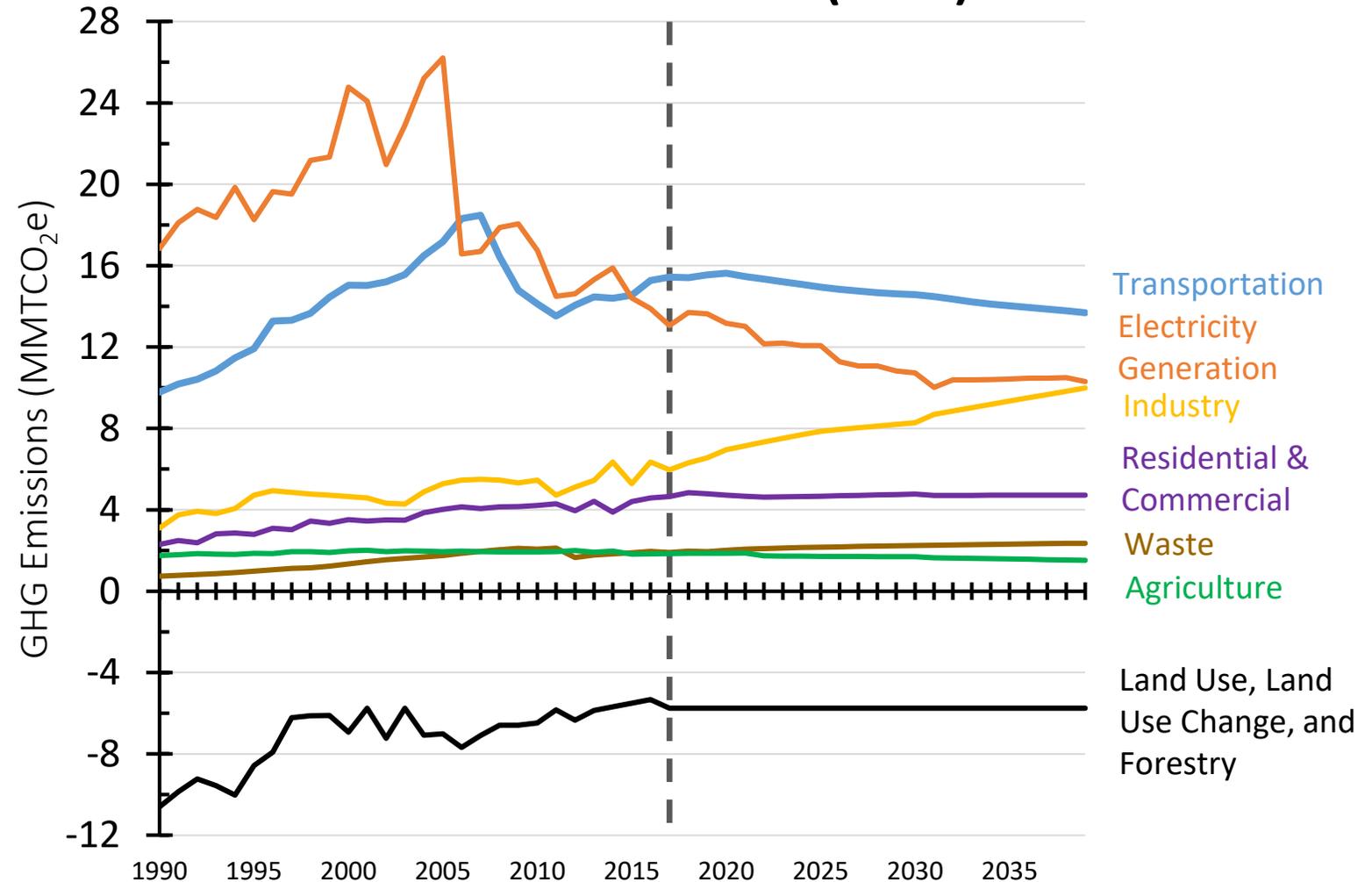
↓ emissions 28% by 2025*

↓ emissions 45% by 2030*

Zero emissions X% by 2050*

*based on 2005 GHG emissions

Nevada GHG Emissions (2016)



State Climate Strategy: Core Components & State Agency Partners

Climate Impacts: How is Climate Affecting our State?	<ul style="list-style-type: none"> NV Department of Conservation & Natural Resources NV System of Higher Education
Policy Analysis	<ul style="list-style-type: none"> NV Dept. of Environmental Protection NV System of Higher Education
<i>Development, Building, & Appliance Efficiency</i>	<ul style="list-style-type: none"> Governor’s Office of Energy NV Dept. of Administration Dept. of Corrections
<i>Energy & Power</i>	<ul style="list-style-type: none"> Governor’s Office of Energy NV Public Utility Commission
<i>Transportation & Transit</i>	<ul style="list-style-type: none"> NV Dept. of Transportation Governor’s Office of Energy
<i>Land Use & Land Change</i>	<ul style="list-style-type: none"> NV Dept. of Conservation & Natural Resources NV Dept. of Agriculture

Lead by Example: How can State Agencies Reduce GHG Emissions?	<ul style="list-style-type: none"> NV Dept. of Transportation NV Dept. of Administration Governor’s Office of Energy
Creative Climate Financing	<ul style="list-style-type: none"> NV Climate Initiative
Climate Resilience & Adaptation	<ul style="list-style-type: none"> NV Dept. of Conservation & Natural Resources Governor’s Office of Energy
Climate Governance	<ul style="list-style-type: none"> NV Climate Initiative
Addressing Climate Change via COVID Economic Recovery	<ul style="list-style-type: none"> NV Office of Outdoor Recreation Governor’s Office of Economic Development

NV Stakeholder Engagement

Climate Roadshow

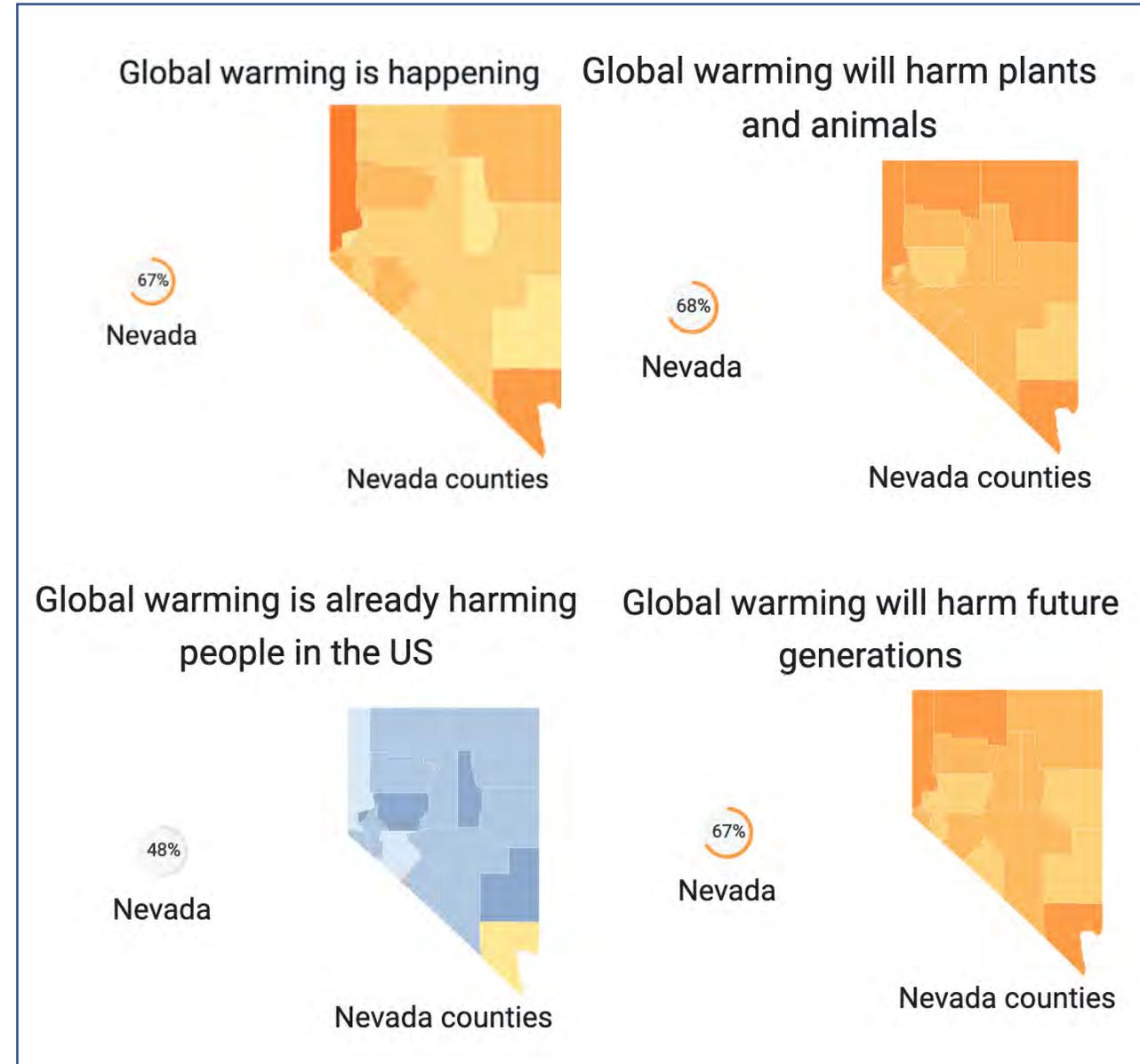
- Increase awareness of climate strategy
- Begin long-term dialogs around climate
- Feedback on targeted and tailored engagement

Climate Survey (August–September)

- What are community priorities and concerns about climate-related issues?
 - Wildfire, drought, flood, public health
- Set stage for climate resilience planning

General Comments & Inquiries

Email: climate@dcnr.nv.gov



NV Stakeholder Engagement

Listening Sessions (August–September)

- Hear general perspectives and feedback from the community about different climate-related topics and potential new policies

How do you think transportation should change to reduce emissions?

What do you think will help make homes and businesses more energy efficient?

What are the benefits of renewable energy?

How can forest management benefit communities?

What win-win solutions are there for smart urban planning?

What are the climate-friendly opportunities to revitalize and diversify our economy?

How can climate action benefit low-income households, communities of color, indigenous peoples and other vulnerable populations?

LISTENING SESSION TOPICS
Transportation Transformation
Green Buildings
Renewable Energy
Land Use & Land Change
Urban Planning
Economic Recovery
Climate Justice

Survey & Listening Session Details

COMING SOON:

climateaction.nv.gov

State of Nevada Climate Initiative

ClimateAction.nv.gov



- Educational Resource
- Decision Support Portal
- Climate Action Dashboard
- Climate Strategy
- Engagement & Action



Dr. Kristen Averyt
*State Climate
Policy Coordinator*

Questions?

Contact:

Dr. Kristen Averyt, State Climate Policy Coordinator

kaveryt@dcnr.nv.gov

Bradley Crowell, Director

NV Department of Conservation & Natural Resources

bcrowell@dcnr.nv.gov

dcnr.nv.gov



Nevada Department of
**CONSERVATION &
NATURAL RESOURCES**

Bradley Crowell
Director

County Elected Officials

Constitutional Language governing County offices:

Sec. 32. **County officers: Power of legislature; election, duties and compensation; duties of county clerks.** The Legislature shall have power to increase, diminish, consolidate or abolish the following county officers: County Clerks, County Recorders, Auditors, Sheriffs, District Attorneys and Public Administrators. The Legislature shall provide for their election by the people, and fix by law their duties and compensation. County Clerks shall be ex-officio Clerks of the Courts of Record and of the Boards of County Commissioners in and for their respective counties.

[Amended in 1889 and 1972. The first amendment was proposed and passed by the 1887 legislature; agreed to and passed by the 1889 legislature; and approved and ratified by the people at a special election held February 11, 1889. See: Statutes of Nevada 1887, p. 161; Statutes of Nevada 1889, p. 151. The second amendment was proposed and passed by the 1969 legislature; agreed to and passed by the 1971 legislature; and approved and ratified by the people at the 1972 general election. See: Statutes of Nevada [1969, p. 1723](#); Statutes of Nevada [1971, p. 2232](#).]

NRS on the Combining of Certain County Elected Offices:

NRS 244.1507 Consolidation or division of powers and duties of county offices in counties whose population is less than 45,000: Mechanism; prerequisites; timing.

1. Except as otherwise provided in subsection 2, the board of county commissioners of a county whose population is less than 45,000 may by ordinance direct that:

- (a) The powers and duties of two or more county offices be combined into one county office.
- (b) The powers and duties of one county office be allocated between two or more county offices.

2. A board of county commissioners shall not take the action described in subsection 1 unless:

- (a) The board determines that the combining or separating of the applicable county offices will benefit the public;
- (b) The board determines that the combining or separating of the applicable county offices will not create:
 - (1) An ethical, legal or practical conflict of interest; or
 - (2) A situation in which the powers and duties assigned to a county office are incompatible with the proper performance of that office in the public interest;

(c) The board submits to the residents of the county, in the form of an advisory ballot question pursuant to [NRS 295.230](#), a proposal to combine or separate the applicable county offices; and

(d) A majority of the voters voting on the advisory ballot question approves the proposal.

3. If the combining or separating of county offices pursuant to this section will result in the elimination of one or more county offices, the combining or separating of offices must not become effective until the earlier of the date on which:

- (a) The normal term of office of the person whose office will be eliminated expires; or
- (b) The person whose office will be eliminated resigns.

4. If the combining or separating of county offices pursuant to this section results in the powers and duties of one county office being transferred to another county office, the county office to which the powers and duties are transferred shall be deemed to be the county office from which the powers and duties were transferred for the purposes of any applicable provision of law authorizing or requiring the performance or exercise of those powers and duties, as appropriate.

(Added to NRS by [2009, 591](#); A [2011, 1102](#))

NRS on School Board Training:

NRS 386.327 Required professional development for trustees; certification of completion; clerk to assist trustees to complete training and post notice of noncompliance.

1. Each person who is elected or appointed to serve as a member of the board of trustees of a school district shall complete training for professional development during the first and third year of the term of the member which must include not less than 6 hours of instruction covering:

(a) Laws relating to public records, including, without limitation, the provisions of [chapter 239](#) of NRS;

(b) The Open Meeting Law, including, without limitation, the provisions of [chapter 241](#) of NRS;

(c) Local government employee-management relations, including, without limitation, the provisions of [chapter 288](#) of NRS;

(d) The system of K-12 public education in this State, including, without limitation, the provisions of title 34 of NRS;

(e) Local government ethics, including, without limitation, the provisions of [chapter 281A](#) of NRS;

(f) The manner in which to identify and prevent violence in public schools, including, without limitation, sexual violence;

(g) Financial management, including, without limitation, information concerning oversight, accountability and audits;

(h) The fiduciary duties of a member of the board of trustees of a school district, including, without limitation, the provisions of this chapter; and

(i) Laws relating to employment and contracts.

2. A member of the board of trustees of a school district shall provide written certification of completion of the training required by this section to the clerk of the board of trustees.

3. If a member fails to complete the training or to provide the written certification of completion which is required by this section, the clerk must post notice of such noncompliance in a conspicuous manner on the Internet website of the board of trustees. The clerk must also provide written notice of the noncompliance to the other members of the board of trustees.

4. The clerk of the board of trustees shall assist each member of the board as necessary to complete the training required pursuant to this section.

(Added to NRS by [2017, 108](#))

Qualifications to Hold Office for County Elected Officials:

County Clerks – NRS 246

All county clerks must be able to secure a \$10,000 bond and must do so prior to assuming the office.

County Recorders – NRS 247

All county recorders must be able to secure a \$10,000 bond and must do so prior to assuming the office.

The Carson City Clerk is also the Recorder (ex-officio).

County Treasurers – NRS 249

All county treasurers must be able to secure a bond in an amount prescribed by the board of county commissioners and must do so prior to assuming the office.

Churchill, Douglas, Esmeralda, Eureka, Lyon, Mineral, Pershing and Storey County Clerks may also be ex officio county in those counties.

Assessors – NRS 250

All county assessors must be able to secure a \$10,000 bond and must do so prior to assuming the office.

All Deputy Assessors are required to hold a valid appraiser's certificate issued by the Department of Taxation.