



DEPARTMENT OF HEALTH & HUMAN SERVICES

Program Support Center  
Financial Management Portfolio  
Cost Allocation Services

1301 Young Street, Room 732  
Dallas, TX 75202  
PHONE: (214) 767-3261  
FAX: (214) 767-3264  
EMAIL: CAS-NY@psc.hhs.gov

December 31, 2018

Mr. Patrick Cates  
Director, Department of Administration  
State of Nevada  
209 E. Musser Street, Room 304  
Carson City, NV 89701-4298

Dear Mr. Cates:

The Cost Allocation Agreement approving your state-wide central service costs is enclosed for the fiscal year ending June 30, 2019. The Agreement reflects an understanding reached between your organization and a member of my staff concerning the central service costs that may be included in the costs of your departments and agencies for further allocation to Federal grants and contracts performed by those departments and agencies. Please have the Agreement signed by a duly authorized representative of your organization and return it to me, retaining a copy for your files. We will reproduce and distribute the Agreement to the appropriate awarding agencies of the Federal Government for their use.

The fixed costs for the fiscal year ending June 30, 2019 are based on actual costs for the fiscal year ended June 30, 2017. The Fixed costs for fiscal year ended June 30, 2017 are considered final.

Your next SWCAP based on the fiscal year ended June 30, 2018 is due by March 31, 2019 (extension granted). To complete the negotiation of your plan timely, it must be prepared in accordance with 2 CFR Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards; Final Rule issued by the Office of Management and Budget (OMB) on December 26, 2013. The website for these new regulations is:  
<https://www.gpo.gov/fdsys/granule/CFR-2014-title2-vol1/CFR-2014-title2-vol1-part200>.

Thank you for your cooperation. If you have any questions, please call Katherine Tang at (214) 767-5362.

Sincerely,

Darryl Mayes  
Deputy Director  
Cost Allocation Services

Enclosure

COST ALLOCATION AGREEMENT  
STATE AND LOCAL GOVERNMENTS

EIN # 88-6000022

DATE: December 31, 2018

DEPT/AGENCY:  
State of Nevada  
Capitol Complex  
Carson City, NV 89710

FILING REF: The preceding  
Agreement was dated  
December 28, 2018

SECTION I: ALLOCATED COSTS

The central service costs listed in Exhibit A, attached, are approved on a Fixed basis and may be included as part of the costs of the State/local departments and agencies indicated during the fiscal year ended June 30, 2019 for further allocation to Federal grants, contracts, and other agreements performed at those departments and agencies.

SECTION II: BILLED COSTS

In addition to Section I, which provides for services furnished but not billed, the services listed below are furnished and billed to departments and agencies:

1. Administrative Services - 1371
2. Fleet Services - 1354
3. Purchasing - 1358
4. Communications - 1346
5. Printing - 1330
6. Building & Grounds - 1349
7. Division of Human Resource Management - 1363
8. Self Insurance - 1338
9. Insurance Premiums
10. Information Services
11. Public Employee's Retirement System of Nevada
12. Attorney General
13. Administration Public Works Director's Office - 1540

DEPT/AGENCY: State of Nevada

DATE: December 31, 2018

SECTION III: CONDITIONS

The amounts approved in Section I and the billings for the services listed in Section II are subject to the following conditions:

A. LIMITATIONS: (1) Charges resulting from this Agreement are subject to any statutory or administrative limitations and apply to a given grant, contract, or other agreement only to the extent that funds are available. (2) Such charges represent costs incurred by the State/locality which are legal obligations of the State/locality and are allowable under Title 2 of the Code of Federal Regulations, Part 200 (2 CFR 200). (3) The same costs that are treated as indirect costs are not claimed as direct costs. (4) Similar type of costs are accorded consistent accounting treatment. (5) The information provided by the State/locality which was used to establish this Agreement is not later found to be materially incomplete or inaccurate.

B. ACCOUNTING CHANGES: This Agreement is based on the accounting system purported by the State/locality to be in effect during the Agreement period. Changes to the method of accounting for costs which affect the amount of reimbursement resulting from the use of this Agreement require prior approval of the authorized representative of the Cognizant Agency. Such changes include, but are not limited to, changes in the charging of a particular type of cost from an allocated cost to a billed cost. Failure to obtain such approval may result in cost disallowances.

C. FIXED AMOUNTS: If fixed amounts are approved in Section I of this Agreement, they are based on an estimate of the costs for the period covered by the Agreement. When the actual costs for this period are determined, adjustments will be made to the amounts of a future year to compensate for the difference between the costs used to establish the fixed amounts and actual costs.

D. BILLED COSTS: Charges for the services listed in Section II will be billed in accordance with rates established by the State/locality. These rates will be based on the estimated costs of providing the services. Adjustments for variances between billed costs and the actual allowable costs of providing the services, as defined by 2 CFR 200, will be made in accordance with procedures agreed to between the State/locality and the Cognizant Agency.

E. USE BY OTHER FEDERAL AGENCIES: This Agreement was executed in accordance with the authority in 2 CFR 200, and should be applied to grants, contracts and other agreements covered by 2 CFR 200, subject to any limitations in Paragraph A above. The State/locality may provide copies of the Agreement to other Federal Agencies to give them early notification of the Agreement.

DEPT/AGENCY: State of Nevada

DATE: December 31, 2018

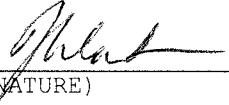
F. SPECIAL REMARKS:

As required by 2 CFR 200, State Agencies treat the payments for unused leave for separating employees as general administrative expense that is allocated to all activities of the agency.

Equipment Definition - Equipment means an article of nonexpendable, tangible personal property having a useful life of more than one year and an acquisition cost of \$5,000.00 or more per unit.

ACCEPTANCE

BY THE DEPT/AGENCY:  
State of Nevada  
Dept. of Administration

  
(SIGNATURE)

Jenni Cartwright  
(NAME)

Administrator  
(TITLE)

1/3/19  
(DATE)

BY THE COGNIZANT AGENCY ON  
BEHALF OF THE FEDERAL GOVERNMENT  
DEPARTMENT OF HEALTH AND HUMAN SERVICES  
(AGENCY)

Darryl W. Mayes  
-S

Digital signature by Darryl W. Mayes -S  
DN: c=US, o=U.S. Government, ou=HHS, ou=PSC,  
ou=People,  
0.9.2342.19200300.100.1.1=2000131669,  
cn=Darryl W. Mayes -S  
Date: 2019.01.02 08:55:33 -05'00'

(SIGNATURE)

for Arif Karim  
(NAME)

Director, Cost Allocation Services  
(TITLE)

December 31, 2018  
(DATE) 6398

Katherine Tang  
HHS REPRESENTATIVE  
(214) 767-5362  
Telephone























