



WASHOE COUNTY

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STAFF REPORT

BOARD MEETING DATE: March 17, 2026

DATE: February 19, 2026

TO: Board of County Commissioners

FROM: Connie Lucido, County Grants Administrator, Manager's Office
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THROUGH: Abigail Yacoben, Chief Financial Officer

SUBJECT: Recommendation to approve the updated Washoe County Grants Management Policy of 2026. The Washoe County Grants Management Policy provides standardized policies and procedures to assist staff in complying with contractual, regulatory, and statutory provisions of grant awards. The updated manual includes a modernized approach reflecting the lifecycle of grant awards, removes historical federal references to accommodate plain-language formatting, incorporates the required use of Euna Grants (the countywide grants management software), and includes grant management procedures in Appendices. The Grants Management Policy was last updated in 2020. (All Commission Districts).

SUMMARY

Washoe County Board of County Commissioners have the authority to approve County policies. The Washoe County Grants Management Policy provides standardized policies and procedures to assist staff in complying with contractual, regulatory, and statutory provisions of grant awards. Since the last grant manual update in 2020, the United States Office of Management and Budget have issued updated Uniform Guidance (2 CFR 200). The updated manual includes a modernized approach reflecting the lifecycle of grant awards, removes historical federal references to accommodate plain-language formatting, incorporates the required use of Euna Grants (the countywide grants management software), and includes grant management procedures in Appendices.

Washoe County Strategic Objective supported by this item: Fiscal Sustainability

PREVIOUS ACTION

On April 14, 2020, the Board of County Commissioners approved the updated Washoe County Grant Management Policy Manual of 2020.

AGENDA ITEM # _____

On January 26, 2016, the Board of County Commissioners approved the updated Washoe County Grant Management Policy Manual of 2016.

On July 9, 2013, the Board of County Commissioners approved the updated Washoe County Grant Management Policy Manual of 2013.

On May 15, 2012, the Board of County Commissioners approved the Washoe County Grant Management Policy Manual.

BACKGROUND

Grants are a primary method for governments to fund ideas and projects that provide public services, improve infrastructure and technology, and expand existing services. Grants support critical recovery initiatives, innovative research, and many other community-focused programs, services and initiatives. Grant funds come from a variety of sources including federal agencies, state agencies, local governments, and private organizations; each with a unique set of requirements. All grant funds must be approved by the Washoe County Board of County Commissioners (BCC) and are utilized throughout the county to enhance efforts including public safety, homeland security, social services, public health, recreation, infrastructure improvements, and others.

Washoe County manages grant funding employing a decentralized structure. This means that each department is responsible for managing the grant funds within their budgets. Each department ensures that all grant deliverables are met and are compliant with all program and financial requirements. The Policy and Appendices' administrative directions contained in the attached policy documents are intended to foster exceptional stewardship of public trust through a rigorous adherence to ethical and professional standards associated with grant related activity.

Adherence to these policies and procedures will promote efficiency, improve transparency, and greater accountability. The policy is designed to provide general guidance and direction for staff of Washoe County, which is managing overall financial services, and is responsible for the administration and management of grant funding. It is not intended that all details of grants management be covered, rather that the user is informed of the general policies of grants management and include reference to department internal controls and policy for audit trail and compliance.

This latest update of the Washoe County Grants Management Policy Manual updates federal, state and county policy changes enacted since 2020, and is structured to provide for efficient future updates in future years.

FISCAL IMPACT

No Fiscal Impact

RECOMMENDATION

Recommendation to approve the updated Washoe County Grants Management Policy of 2026.

POSSIBLE MOTION

Should the Board accept staff's recommendation a possible motion would be: "Move to approve the updated Washoe County Grants Management Policy of 2026."