



DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIRECTOR'S OFFICE
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Contingency Account for Victims of Human Trafficking NRS 217.500

The Contingency Account for Victims of Human Trafficking was created by NRS 217.500 and became effective July 1, 2013 with legislation through AB311. The legislation authorizes the Director of the Department of Health and Human Services (DHHS) to administer funds from the Account to nonprofit corporations and agencies and political subdivisions of this State for the purposes of establishing or providing programs and services to victims of human trafficking. This account is solely funded by donations and not State general fund dollars.

Policy:

Nevada Revised Statute 217.500 – 217.540 defines the legal definition of the funding. Existing law establishes the Contingency Account for Victims of Human Trafficking. The monies in the Contingency Fund is to be expended for the purpose of providing eservices to victims of human trafficking. The Grant Management Advisory Committee (GMAC) will review applications received and make recommendations to the DHHS concerning allocations of Contingency funds to applicants. In some circumstances the DHHS may determine an emergency exists and allocate funds as needed immediately and without review and recommendation of the GMAC.

Purpose:

This policy establishes standardized procedures to help insure fair and appropriate distribution of money in the Contingency Account, by setting forth the criteria and protocol to be met before the funding is release.

Prohibited Disbursement:

- Direct disbursements to clients are prohibited.
- The Contingency Fund will not provide reimbursement for pregnancy termination.

Eligibility and Process:

Any nonprofit or for-profit organization, local or state agency working directly with victims of human trafficking are encouraged to apply.

The Grants Management Advisory Committee (GMAC) created by NRS 232.383 will review requests submitted for services that the DHHS deems non-emergency.

All approved requests must be accompanied by the client information section and is used to inform the reporting requirements for the Contingency fund,

Funding Authorization:

Emergency support to victims will not exceed \$2,000 in value per client per fiscal year unless compelling justification is submitted to and approved by the DHHS. The amount requested must be specific and line-itemized. All requested for reimbursement must include all back up documentation to support the expenditures.

Examples of emergency services:

- Housing/Rent/Temporary living
- Child Care
- Food
- Clothing
- Transportation (bus, car, plane)
- Moving expenses
- Medical expenses; not covered by another funding source.
- Other expenses as explained by the requested and approved on a case by case basis

Authorization for all expenditures requires the signature of the Director of the Department of Health and Human Services (DHHS) or their designee. The authorization also requires the signature of the DHHS grant manger assigned to the account.

For emergency requests, grant award amounts will be determined based on the availability of funding, and the clarity of the request.

When the Contingency Account balance is less than \$10,000, requests for immediate client support may be denied until more funding is available.

Applying for Funds:

- All requests are submitted to GMU@dhhs.nv.gov Attention Contingency Fund for Victim of Human Trafficking.
- Those entities interested in applying for emergency funds reimbursement will need to complete in its entirety the [Request Form: Emergency Assistance for Victims of Human Trafficking](#). If this form is not complete the request may be denied.
- Those entities that have interest in applying for non-emergency funds may email the GMU@dhhs.nv.gov for scope of work, budget and additional forms. These requests will be provided to GMAC for consideration at their next quarterly meeting, applicant organizations are required to attend.