### 2.1.1 Departments, Agencies, Boards, Commissions, and Support Organizations' Grants Management Roles and Responsibilities

Each entity that comprises the government of the State of Arizona plays a critical role in the grants management function. Below is a partial listing of those entities that have the most involvement from either a direct management, support, or oversight role.

#### 2.1.1.1 Office of the Arizona Governor

Lead by the Governor Grants Management Analyst implement grant programs to meet the Governor’s priorities: (1) promote economic vitality, with the immediate goal of spurring sustainable economic growth and job creation; while (2) minimizing the impact of programs and regulations that accelerate the growth of government spending. In order to accomplish this, grant staff looks for policy direction from the Governor’s senior staff, including the Chief of Staff and Deputy Chief of Staff, Administration. Additionally, Grants Management Analyst work closely with the Governor’s policy advisors to carefully craft programs that align with the larger policy initiatives of the Governor.

#### 2.1.1.2 Arizona Attorney General

The Arizona Attorney General’s (AG) Office is a major partner with agency and GFR efforts to prevent waste, fraud, and abuse in the State of Arizona. Additionally, the AG is required to certify many of the applications that agencies submit to the Federal Government in order to receive funding.

#### 2.1.1.3 Arizona State Treasurer

The State Treasurer is one of six statewide elected officials, serves a term of four years and is third in line in succession to the Governor. A person may only serve as State Treasurer for two terms. The Treasurer’s Office:

* Manages Arizona’s $12 billion investment portfolio
* Protects taxpayer money
* Directs the state’s banking services

The State Treasurer serves as Chairman of Arizona’s State Board of Investment, and State Loan Commission.  He/she also serves as the State’s Surveyor General and is a member of the State Land Selection Board.

#### 2.1.1.4 Office of the Auditor General

The Office of the Auditor General serves as an independent source of impartial information concerning state governmental entities and provides specific recommendations to improve the operations of those entities. To fulfill its statutory duties, the Office must: (1) ascertain whether public entities are making wise use of their resources-public money, personnel, property, equipment, and space; (2) determine whether public entities are complying with applicable laws, regulations, and governmental accounting and financial and reporting standards; (3) define standards and establish procedures for accounting and budgeting, as the Legislature requires; and (4) provide technical assistance to state governmental entities.

#### 2.1.1.5 Joint Legislative Budget Committee (JLBC)

The Joint Legislative Budget Council (JLBC) staff mission is to provide the Arizona Legislature with sound research, analysis, forecasts and recommendations on government finances and public policies; and to provide the members with high quality work that is factual and delivered in a timely and professional manner, enabling the members to make informal public policy decisions that are in the best interests of the citizens of Arizona.

In achieving this mission, the objectives and major products of the staff of the JLBC are as follows: (1) analysis and recommendations for the state budget, which are presented in January of each year; (2) technical, analytical, and preparatory support in the development of appropriations bills considered by the Legislature; (3) periodic economic and state revenue forecasts; (4) preparation of fiscal notes on legislation and ballot propositions that have a fiscal impact on the state or any of its political subdivisions; (5) an annual Appropriations Report, which is published shortly after the budget is completed and provides detail on the budget along with an explanation of legislative intent; (6) strategic program area reviews to evaluate the efficiency and effectiveness of state government programs; (7) support to the JLBC with respect to recommendations on business items placed on the committee's agenda such as transfers of appropriations pursuant to A.R.S. § 35-173; (8) support to the Joint Committee on Capital Review (JCCR) with respect to all capital outlay issues including land acquisition, new construction, and building renewal projects; and (9) analyze the state tax structure, tax burdens on individuals and businesses and tax incentives for businesses pursuant to A.R.S. § 41-1272A4.

#### 2.1.1.6 Departments/Agencies/Boards/Commissions

State of Arizona Departments, Agencies, Boards and Commissions serve as the primary recipients of grant funds received by the State of Arizona. These entities research grant opportunities develop applications for those opportunities vetted for pursuance and manage all aspects of the grants once awarded. Most grants are utilized by these organizations but some require that they be passed through or subawarded to local entities. In these cases, the state entity serves both as a grantee receiving the funds and as a grantor subawarding the funds to others. In the last Statement of Federal Funds report there were 43 separate state organizations listed as receiving federal funds directly.

#### 2.1.1.7 General Accounting Office (GAO)

The Arizona General Accounting Office (GAO) provides the statewide accounting solution and corresponding statewide accounting manual (SAM) that is utilized for the financial management of grants. Additionally, GAO provides technical bulletins and other resources that aid the Grants Management Analysts in their day to day management of their portfolios.

#### 2.1.1.8 Arizona Strategic Enterprise Technology (ASET)

In alignment with the strategic missions of state agencies, ADOA-ASET develops and executes the statewide information technology strategy, as well as provides capabilities, services and infrastructure to ensure the continuity of mission critical and essential systems for the State of Arizona. The goal of ADOA-ASET is to transform Arizona into a nationwide leader of advanced IT strategies, methodologies, services and business processes. By leveraging technology as a catalyst for state reform ADOA-ASET enables efficient, innovative and sustainable services.

ADOA-ASET sets the technology, security, privacy, and communication strategies, policies, and procedures for the State of Arizona. In addition, it is the body responsible for monitoring and overseeing high-risk technology projects across all state agencies and managing large, state–wide programs and initiatives such as Digital Government, the Health Information Exchange, 911 and Digital Arizona.

In addition, ADOA-ASET manages critical operations and state services including the state telecommunications and data network, the state data center and disaster recovery. Other services offered by ADOA-ASET include application design, architecture and integration, process automation and business intelligence.

#### 2.1.1.9 Governor’s Office of Strategic Planning and Budgeting (OSPB)

The Governor’s Office of Strategic Planning and Budget (OSPB) provides budgeting and appropriations support to all agencies. One of OSPB’s main support functions is to monitor the federal maintenance of effort levels which are a requirement of receiving many types of grant funding. Additionally, OSPB provides assistance in developing the various funding formulas used to allocate federal pass through dollars. OSPB also generates the annual Statement of Federal Funds which is required by A.R.S. 41-723 to be published by OSPB every year.

#### 2.1.1.10 Arizona Office of Grants and Federal Resources (GFR)

The Office of Grants and Federal Resources (GFR) is a coordinating agency of the Arizona Department of Administration. Our mission is to maximize the benefits of federal funding received and increase the grants management capacity of the State of Arizona. GFR helps state agencies, local governments, and non-profit organizations find, win and manage grants. The GFR strives to be the premier resource of training and technical assistance for the Arizona grants community. One of our primary goals is to simplify the grant pursuance process for grant opportunities offered by state agencies by allowing local governments and non-profits to search all current state opportunities on this site.