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State of Minnesota

HOUSE OF REPRESENTATIVES

NINETY-FOURTH SESSION

H. F. No. 4851

04/07/2026 Authored by Virnig
The bill was read for the first time and referred to the Committee on Human Services Finance and Policy

A bill for an act

relating to human services; adding requirements for grant administration policies and training; amending Minnesota Statutes 2024, section 256.01, by adding a subdivision.

BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF MINNESOTA:

Section 1. Minnesota Statutes 2024, section 256.01, is amended by adding a subdivision to read:

Subd. 2d. **Grant administration; policies and training.** (a) The commissioner must comply with all policies and procedures for grants administration and management issued by the Office of Grants Management and apply policies and procedures consistently across all divisions of the department engaged in grants management.

(b) In addition to the training required under section 16B.98, subdivision 6a, the commissioner must ensure that any employee engaged in grants management activities, including but not limited to reviewing grant applications; awarding grants; administering, managing, and monitoring grants; or approving or disbursing payments within the department completes comprehensive, in-person training on required procedures for grants management before engaging in grants management activities. Training required under this paragraph must be provided at no cost to the employee and during normal working hours. The commissioner must collaborate with the Office of Grants Management when developing and providing the training required under this paragraph. The commissioner must provide supplemental training when grants management procedures or policies are modified. Supplemental training may be limited to addressing modifications to procedures or policies.

(c) Training required under paragraph (b) must provide opportunities for interactive questions and answers and be conducted by an individual who has knowledge and experience in the topics covered by the training as those topics relate to grants management within the department.

(d) The commissioner must maintain records of employee training required under paragraph (b) for three years after the date of each training. Training records must include:

(1) the dates of each training session;

(2) a summary of each training session;

(3) the names and credentials or qualifications of the individual conducting each training; and

(4) the names and job titles of all employees attending each training.

(e) The commissioner must provide training to grantees on required procedures and compliance with grants management policies. Training for grantees must include information on grant agreements, required forms, administrative costs, payments, required reports and evaluations, and any other topic related to compliance the commissioner deems relevant. Grantees must complete training as a condition of receiving grant money. Training for grantees may be completed online or in person.