HOW TO SUBMIT A CAPITAL OUTLAY PROJECT REAUTHORIZATION REQUEST 2024

Legislative Council Service (LCS) Presentation for the Local Government Division Department of Finance and Administration December 6, 2023

WHICH CAPITAL PROJECT APPROPRIATIONS QUALIFY FOR REAUTHORIZATION?

Reauthorization requests can be submitted for capital outlay project appropriations that were made in previous years to extend the time of expenditure; change, clarify or expand the scope of the project; or change the administering agency.

Projects that require a time extension are reauthorized for a two-year period.

The general guideline for reauthorization requests is that appropriations may only be reauthorized twice.

WHERE AND HOW TO COMPLETE A REQUEST

Reauthorization request forms are available online

here: https://www.nmlegis.gov/Publications/Capital_Outlay/capital_outlay_reauth_form.pdf .

The deadline to submit a reauthorization request is 3:00 p.m., Sunday, January 28, 2024.

Reauthorization request forms require a sponsor's signature and must be submitted to the LCS by the deadline.

Bring two copies of the signed form to the LCS (if you require a stamped copy for your records).



COMPLETING THE REQUEST FORM

APPROPRIATION ID

Provide the most current appropriation ID number for the appropriation and document any prior appropriation IDs and citations.

CHANGE OF AGENCY

Be sure to note if the project changes that you are requesting require a change of agency.

LANGUAGE CHANGE

If you are not requesting a language change (i.e., a change in the scope of the project), please state "no language change requested, time extension only" in the appropriate field (item 6).

WHERE TO FIND SPONSORSHIP AND CITATION INFORMATION

SPONSORSHIP 2021-2023

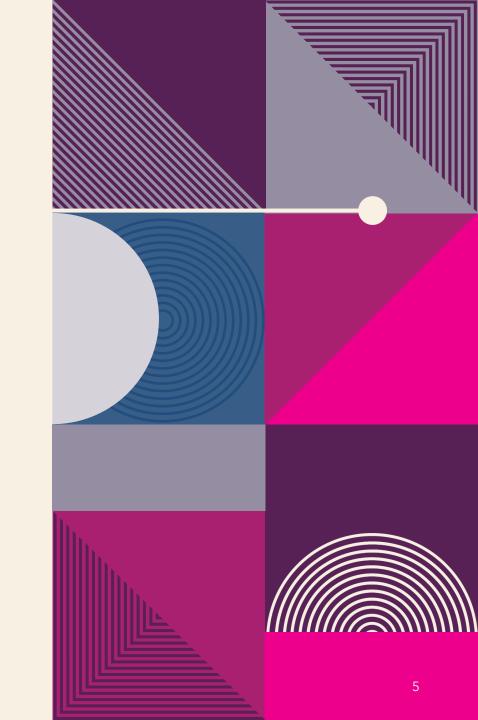
www.nmlegis.gov/Legislation/BillFinder/Capital Outlay

CITATIONS

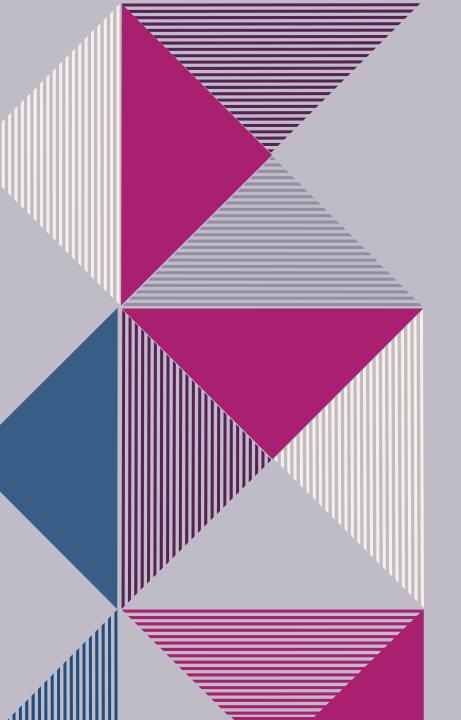
cpms.dfa.state.nm.us/

or

nmonesource.com/nmos/en/nav.do



How to Submit a Reauthorization Request 2024



OF NOTE FOR 2024

Capital outlay project appropriations from 2020 have been subject to numerous outside factors that hampered or delayed their completion. The capital projects that were authorized for a four-year period in 2020 will be reverting on June 30, 2024.

If your 2020 project requires a time extension, try to submit your request as early as possible to ensure that it can be included in the reauthorization bill.

THANK YOU

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