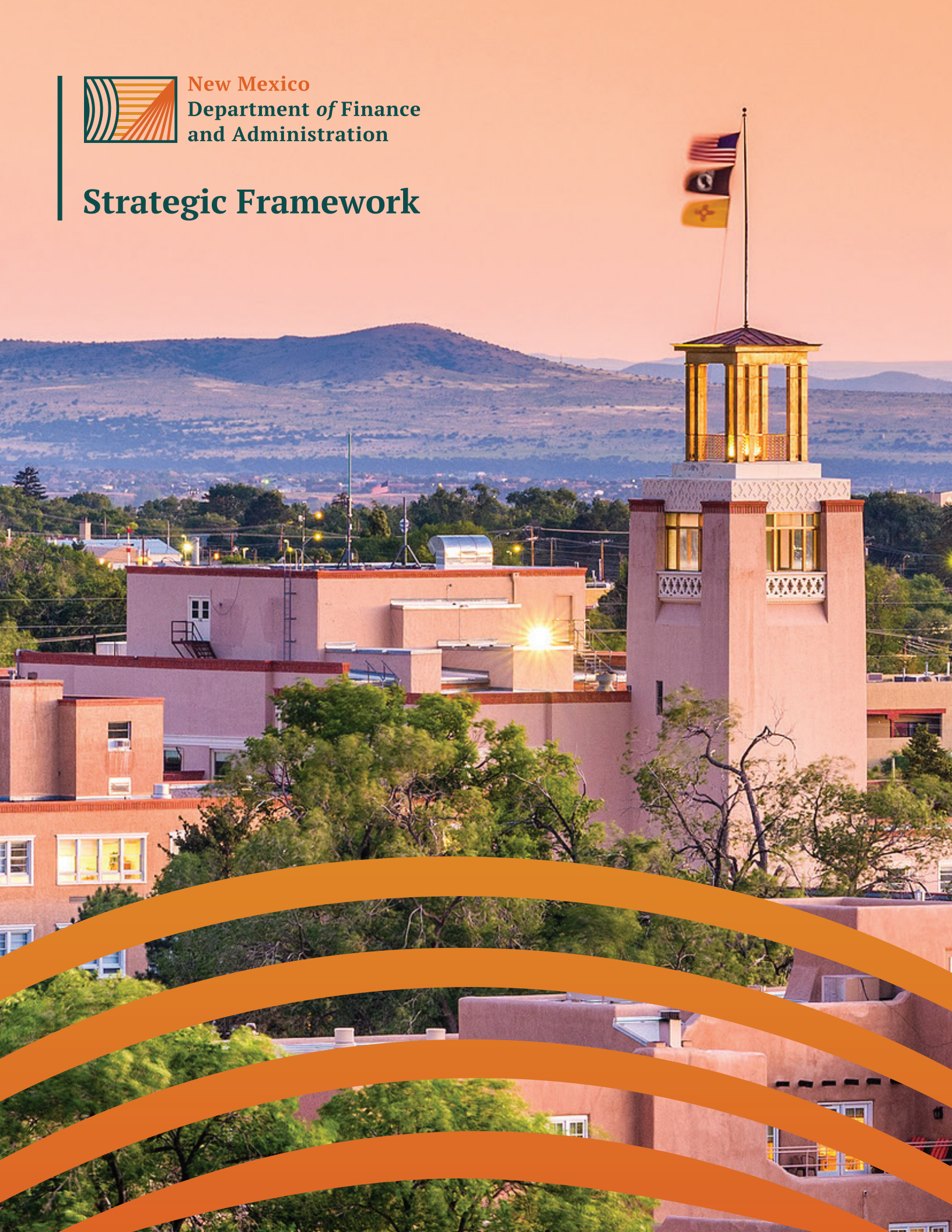




New Mexico
Department of Finance
and Administration

Strategic Framework





The New Innovative DFA

My 47 year career as a public servant in state government began as a student intern at the New Mexico State Public Service Commission. During my career, I have become very experienced in state government's complex inner workings and the collaborative effort it takes to keep New Mexico functioning and prospering. DFA is a unique agency and the perfect organization to make a difference in the lives of all New Mexicans through our work with state agencies, higher education institutions, local governments, tribal governments, acequias, and land grants. While DFA is technically an oversight agency, we are responsible for providing support and guidance to everyone we serve. Therefore, we must evolve and adapt to the times to meet the new challenges that the state faces. This also means making deeper investments in innovative solutions and capacity building to meet the demands of the future.

Over the past few years, DFA's role has evolved dramatically beyond

its historic mission. In addition to providing fiscal oversight and serving as a strategic fiscal partner, we are an innovative program resource hub for state government, local entities, and the general public. We have a responsibility to cultivate new missions and operations so we can help better position our partners in creating a better future for New Mexico. The pandemic ignited an unprecedented opportunity for our agency to serve in diverse ways, accelerating the evolution of our duties and expectations. The sheer volume of federal funds and direct to constituents programs we are responsible for today has far exceeded anything we have done before. The DFA of today and the future must align with the current times we live in, the current demands we face and prepare for what's next. The time to double down on the success we've created since 2020 is now.

In 2019, DFA chaired the commission for the 2020 U.S. Census and successfully produced the most



accurate count in the United States according to the Census Bureau. In 2021, we launched the New Mexico Emergency Rental Assistance Program, which was the largest direct to constituent program DFA has ever administered. Over the past two years New Mexico has been recognized by the Federal Government for innovation in rental assistance, including being the first state to administer a bulk distribution program for aid, and having an expansive and inclusive housing stability program. In 2021, DFA created the Federal Grants Bureau to specifically monitor and oversee the expansive federal funds flowing into the state. Through the Local Government Division, we created a Rural and Frontier Equity Ombudsman to work directly with small communities on identifying their biggest challenges, needs and opportunities to enhance their communities.

DFA can oversee all of the state's finances while evolving into our new roles because of the expertise of our

staff and their willingness to step up on behalf of the state when needed. This mentality is embedded in the work culture of DFA and something we challenge our divisions to keep front of mind as they work tirelessly to launch new programs, extend training programs, development workshops, and administer and monitor more funds than ever before - all while still conducting our traditional day-to-day duties.

This year marks another critical impasse for the agency. Our Strategic Framework now truly reflects the work of the evolved DFA, complimented by our new branding and aesthetics. We are not the same DFA I started my career at, but rather, much more. Our mission and duties are expanding yearly, and this trajectory will continue. To sustain our recent successes and continue this momentum, we must invest in capacity building to ensure that New Mexico's innovative progress through DFA lasts for years to come.

Robert K. Pardo



New Mexico Governor

Cabinet Secretary

- **Office of the Secretary**
 - Deputy Cabinet Secretary
 - Legal Unit
 - Economic Unit
 - Public Information
- **Board of Finance**
- **Budget Division**
 - Capital Outlay Bureau
 - Federal Grant Bureau

P541
Provide professional and coordinated policy development, analysis, oversight and leadership for initiatives and programs.

- **Administrative Services**
 - Finance Bureau
 - Human Resources Bureau
 - Information Technology Bureau

P542
Provide DFA programs with central direction for agency management processes to ensure consistency and financial integrity.

- **Local Government**
 - Budget & Finance Bureau
 - Community Development Bureau
 - E-911 Bureau
 - DWI Bureau
 - Rural & Frontier Equity Ombudsmen

P543
Provide assistance to local public entities, with the appropriate use of public funds and strengthen their ability to better serve New Mexico communities to improve their quality of life.

- **Financial Control**
 - State Controller
 - Audit Bureau
 - Central Payroll Bureau
 - Statewide Financial Reporting
 - Accountability Bureau

P544
Provide for/promote financial accountability for public funds throughout state government with timely, accurate, and comprehensive information on the financial status and expenditures of the state.





New Successes

DFA serves constituents by providing financial services while ensuring fiscal accountability and effective government, a fiscal leadership role we have served since the agency's beginning. We continue to adapt and improve services yearly while simultaneously evolving into new roles and launching new programs to better serve state government, local entities, and the general public. DFA has demonstrated a track record with proven success in our new roles. The following are some of the recent significant highlights by division:

Administrative Service Division (ASD)

ASD mobilized “boots on the ground” during the Calf Canyon fires to provide vendor remediation and processing advice to state and local entities. The division also successfully created an online web platform for the Emergency Rental Assistance Program. ASD also launched a State and Federal Grants reporting dashboard for

better spending, tracking and transparent reporting.

Board of Finance (BOF)

DFA provides oversight of capital outlay, from planning to funding with the Board of Finance ensuring the bond measures match the capital outlay expectation. NM has unprecedented severance tax revenues to deposit into the bonding funds, which the state utilizes to pay debt service. This is projected at over \$2.3 billion for FY23, up from \$1.8 billion in FY22 and \$742.1 million in FY21, and has led to an accelerating increase in the number of capital projects for which DFA provides assistance and oversight. BOF created an Interactive questionnaire system that improves and enhances the information received from capital outlay recipients to ensure efficient expenditure of funds and compliance with state law and federal tax requirements.



Successes cont.

Local Government Division (LGD)

LGD currently administers New Mexico's Emergency Rental Assistance Program. Through the program, DFA has issued over \$163M to New Mexicans in rent and utility assistance as of August 23, 2022, a number that climbs weekly. The E911 Bureau is leading the effort to upgrade NM 911 systems by upgrading 90% of public service answering points (PSAP) call handling equipment to Next Gen 911 systems.

State Budget Division (SBD)

SBD created the Federal Grants Bureau to help track, plan and report the unprecedented amount of federal funds coming to the State of New Mexico. The division has also increased the number of "budget boot camp" trainings for state agencies to have a comprehensive understanding

of state budget concepts and the New Mexico legislative process. Furthermore, SBD expanded its Budget Adjustment Training so agencies can provide the state with the proper budget adjustment throughout the fiscal year.

Financial Control Division (FCD)

FCD created the Traveling CFO Program to support agencies by acting as an interim CFO to provide a safety net for an agency while they find a replacement and to maintain continuity in finances. In addition, FCD provided over 100 training sessions to various agencies which improves agency finances, helping mitigate audit findings and strengthening statewide payroll practices.





Critical Expansion Areas

DFA has expanded and improved our historical fiscal services by streamlining procedures, adopting new technology and training models, while also creating new and lasting innovative programs and knowledge sharing forums. We have expanded without an increase to personnel due to our committed staff and managers willing to step up when called upon. However, DFA has reached a critical impasse requiring an investment in agency resources in order to ensure our progress continues.

To the right are the three focus areas of DFA that require critical expansion through additional staff and support in order for the agency to deliver these essential new services at an effective cadence for continued progress and advancement of services throughout New Mexico. On the next page is the high level budget overview DFA is responsible for overseeing compared to staff numbers.

Financial Planning and Management Outreach

- Local Government and stakeholder navigators
- Federal Grants Bureau research
- Traveling CFO program
- ICIP training sessions

Training and Support

- Federal Grants Compliance
- Project Management
- Government operation consultation
- Financial management with Payroll/CFO role/Budget cycle

Knowledge Sharing

- Dashboards
- Capital Needs Research
- Internships
- Mentorships
- Statistical Analysis





Budget Oversight with DFA Staff Data

NM Federal Funds		Total State GF Budget	
ERAP 1	— \$185,543,314	FY20	— \$7,083,642.2
ERAP 2	— \$49,091,575 (Second Tranche \$73,637,362)	FY21	— \$7,062,790.6
ARPA	— \$126,082,775 (NEU)	FY22	— \$7,480,125.7
Stat Fiscal Recovery	— \$682,373,781.00	FY23	— \$8,480,576.2
CDBG COVID 19	— \$18,907,861.00		
USDA Emergency Management San Miguel & Mora	— \$133,000,000.00		
CARES	— \$1,067,817.4		
HAF	— \$55,772,684.00		
GEER	— \$22,262,633.00		
GEER II	— \$9,847,868.00		
Recovery Housing	— \$1,842,621.00		

DFA FTEs	
FY20	— 147
FY21	— 153
FY22	— 147
FY23	— 151

■ data in thousands
 ■ perm & term positions





Strategic Framework
Details





Policy Development, Fiscal Analysis, Budget Oversight and Education Accountability (P541)

Purpose of the Program

Provide professional and coordinated policy development, analysis, oversight and leadership for initiatives and programs using best practices and data informed decisions for the most efficient and effective use of government funds.

Program Users

Governor, Lieutenant Governor, State agencies and institutions, Legislature, Judiciary, Public, Media, Bondholders, Bond rating agencies, Local governments, national organizations, Tax Increment Development Districts, State Board of Finance members, and the public.

Benefits to New Mexicans

- Sound fiscal policy analysis and data driven advice to the Executive Branch and Legislature
- Greater legal protections for local governments, school districts, and higher educational institutions in real property transactions
- A balanced budget that is developed with sound revenue estimates
- Greater accountability for capital projects while streamlining the processes to elevate efficiency and transparency
- Efficient allocation and use of state resources toward needed public projects
- Responsive Legal guidance for DFA divisions and other state agencies
- Increased transparency and public confidence with deposits and investments of state money
- Compliance with Inspection of Public Records Act requests
- Timely access to public project funds at low interest cost for the State
- Access to emergency assistance to local public bodies and State agencies



Program Objectives

Fiscal Strength & Stability

- Produce Policy and financial analysis and budget planning to support strong executive and legislative decisions
- Promote fiscal stability within state government and statewide
- Present a timely and structurally balanced Executive Budget Recommendation
- Deliver accurate consensus revenue estimates
- Provide oversight and assistance on timely and legal expenditure of capital outlay projects

Quality Services

- Offer a positive, solution-driven experience to both external and internal customers

Thriving Communities

- Deliver Training and education to allstate agencies
- Extend outreach efforts to increase understanding of state agency's operations, needs and challenges
- Provide loan and grant assistance to local public bodies and state agencies facing unforeseeable emergencies

ACTIONS	STATUS	OUTCOMES
Conduct Strategic Planning for DFA	Ongoing	
Work with Agencies to estimate and fund Governor’s major initiatives	Ongoing	
Develop Revenue Stabilization Tools		
Design Budget Review System Replacement	Completed and ongoing	<i>Successful rollout and training; new report building. Begin initiative for personnel reporting, actual vacancy rates-budgeted vacancy rates.</i>
Support Pension Reform Task Force	Completed and ongoing	<i>Pension reform, as guided by the Task Force, was passed in 2019. Continued guidance on actions the State can take to address and reduce pension liabilities.</i>
Improve Revenue, Budget, and Performance Reporting		
Host DFA Learning Series	Ongoing	<i>Budget Boot Camp successful; Budget Adjustment training is determined to be new area of practice; Payroll training is determined to be critical need for effective payroll cycle.</i>

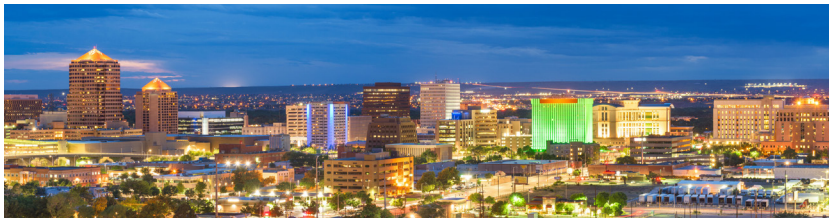


ACTIONS	STATUS	OUTCOMES
Support 2020 Census through Complete Count Committee	Completed	<i>US Census Bureau determined that New Mexico had the most accurate count in the country.</i>
Create Capital Outlay and Infrastructure Capital Improvement Plan (ICIP)	Completed and ongoing	<i>The Capital Outlay and ICIP dashboard have been published to the DFA website. Dashboards continue to evolve to further improve reporting and transparency.</i>
Train Board of Finance Members	Completed and ongoing	<i>Continued training occurs as needed for Board of Finance members.</i>
Launch an evelop deeper data analytics that are shareable	Ongoing	<i>Measurements of effect of federal monies on state economic development, offsets to General Fund; targeting data to address multi funding strategies</i>
Develop updated loan and grant request documentation to better support the		



Activities (By Program)

- Contribute to consensus revenue estimating group, prepare revenue estimates for use in budget preparation, track and report general fund revenues and cash balances
- Review and approve contracts, joint powers agreements, bond issuances and refundings
- Represent the Executive branch on a variety of boards and commissions
- Assist agencies and policy makers in the planning, development, and preparation of budget requests, and approval of operating budgets
- Prepare the Executive Budget Recommendation and Capital Budget
- Provide information and recommendations on policy, legislative and budgetary issues
- Monitor agency budget and program activities throughout the year to assure compliance with statutes and Executive policies and regulations
- Coordinate with agencies regarding strategic planning, program identification, and establishing relevant performance measures under the
- Accountability in Government Act
- Develop and implement the Governor's Performance Review recommendations
- Ensure compliance with the State Budget and Accountability in Government Acts
- Review requests submitted to the State Board of Finance for legal and policy considerations, and brief members in preparation for meetings
- Assess Severance tax bonding capacity annually for consideration of funding for critical need, high-priority, and long-term impact capital projects as well as debt metric trends



Activities cont.

- Manage the State’s General Obligation and Severance Tax Bonding programs, including capacity calculation, State mill levy analysis, bond issuance, assessing capital project readiness, bond proceeds accounting, bond post issuance compliance, providing guidance on use of proceeds, and maintaining bond records
- Oversee State contractual relationships for fiscal agent banking and treasury-related services; custodial bank services; bond, disclosure, and tax counsel services, the arbitrage calculation, and financial advisor
- Track and reconcile State Board of Finance emergency loans, private activity bond volume capacity allocations, and qualified energy conservation bond allocations
- Exercise State Board of Finance oversight of the State Treasurer’s Office through State Treasurer’s Investment Committee, regular reporting, and approval of Investment Policy and Broker/Dealers
- Record, edit, audit, report and archive all financial transactions for DFA, in compliance with all applicable state and federal laws and regulations and with generally accepted accounting principles
- Prepare budget requests, operating budgets, and budget adjustment requests for DFA
- Administer the Governor Exempt Salary Plan
- Advance Program budgeting and implementation
- Extend statewide research and training on federal funding opportunities and tracking





Program Support (P542)

Purpose of the Program

Provide all Department of Finance and Administration programs with centralized direction for agency management processes ensuring consistency and integrity related to finances, human resources and IT support functions.

Program Users

All DFA employees, administratively attached organizations and other State agencies, and the public.

Benefits to New Mexicans

- Increase agency performance, accounting accuracy, financial reporting and program efficiency

Program Objectives

Fiscal Strength & Stability

- Implement accurate financial management practices and reporting for DFA

Government Accountability, Innovation & Efficiency

- Build technological capabilities and improve processes to achieve progressive ways of doing business timely and consistently

Quality Services

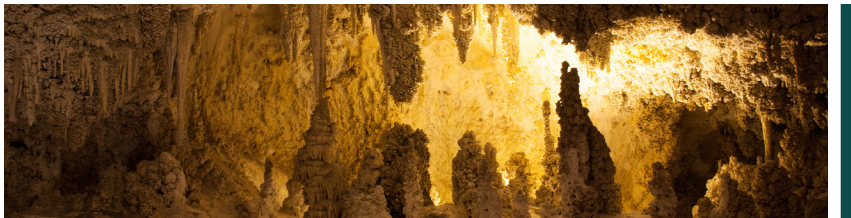
- Deliver quality, reliable financial and administrative services promptly to internal and external customers

Workforce Development & Engagement

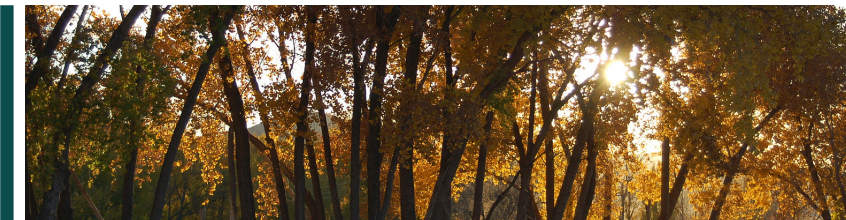
- Ensure adequate training and educational attainment support for agency workforce
- Provide a welcoming experience for new agency employees
- Maintain positive employee morale through employee engagement and appreciation activities
- Create successful pipeline and succession plan for key positions



ACTIONS	STATUS	OUTCOMES
Develop process to streamlined work flow for REQ/PO/voucher set up	Ongoing	<i>Planning to leverage SHARE established workflow and reporting to create new processes for controlling and monitoring procurement.</i>
Review contracts by the Chief Procurement Officer (CPO) during scope of work creation	Ongoing	
Create purchase document to increase efficiency of purchases	Ongoing	
Establish quarterly meetings with division directors to implement changes in processes (i.e. P-card policy/procedure, purchasing workflow, budget meeting focus, employee applicant pre or post screening)	Ongoing	<i>Updating strategic plan, performance measures, budget planning as a result of work sessions</i>
Introduce interactive budget worksheets to enable divisions to create proforma financial models	Initiated	<i>First draft in use with feedback gathering</i>
Redesign fund reconciliation model for quarterly and priority-based tasks	Initiated	<i>High-priority funds to be regularly reconciled on a routine basis with lower activity funds reconciled in between quarters for effective coverage</i>



ACTIONS	STATUS	OUTCOMES
Design benchmarks and deadlines for planning and completion of annual audit.	Ongoing	<i>Stage initial, year-end and audit fieldwork to complete on a proactive basis in anticipation of auditor needs</i>
Design procurement planning with boilerplate contracts and flowchart modeling to guide programs into best practices.	Initiated	<i>Collaboration between legal, program support and programs into best practices and high compliance</i>
Webpage design and implementation for procurement workflow and guidance	Pending	<i>Public interactive reference to guide vendors, local governments and citizen's questions regarding procurement processes</i>
Outreach to Universities for public administration programs to develop a pipeline for recruitment, curriculum development		<i>Acquire new graduates primed for government service and cross-collaborative disciplines; encourage new curriculum that addresses new trends in governmental practices</i>
Expansion planning for a bigger and more accessible DFA footprint across the state	Initiated	<i>Accessibility to local governments for DFA outreach</i>
Website development for ease of access to official forms, policies and Q&A forums for payroll, human resource and benefit questions		<i>Assist citizen inquiries for all types of needs with pipeline redirects and open queries</i>





Activities (By Program)

- Record, edit, audit, report, and archive all financial transactions for agency in compliance with all applicable state and federal laws and regulations and with generally accepted accounting principles
- Prepare budget requests, operating budgets, and budget adjustment requests for agency
- Implement human resources-related State Personnel Board rules, federal and state laws, and internal policies and procedures
- Process biweekly payroll for agency
- Administer employee benefits
- Facilitate staff recruitment and retention initiatives for all agency
- Consult with managers and employees on human resource matters
- Extend technical assistance to all users of the State's SHARE system through the SHARE help desk
- Assist with agency internal databases, IT hardware and software, and internet and intranet

Community Development, Local Government Assistance and Fiscal Oversight (P543)

Purpose of the Program

Provide assistance to local public entities, with the appropriate use of public funds while working to strengthen their ability to better serve communities throughout New Mexico and enhance quality of life.

Program Users

Governor, Lieutenant Governor, Legislature, Local public entities, tribes and pueblos, State agencies, the public, councils and commissions and non-profit and for-profit organizations.

Benefits to New Mexicans

- Assist with supporting strong fiscal accountability in local governments
- Facilitate planning and funding activities for infrastructure needs statewide
- Coordinate enhanced planning around capital infrastructure needs
- Improve health and safety of communities through the LDWI program
- Ensure Grantees/ contractors receive reimbursements on a timely basis





Fiscal Strength & Stability

- Provide oversight and assistance with timely and legal expenditure of capital outlay projects
- Promote fiscal stability within state government and statewide
- Involve stakeholder input around key decision making

Government Accountability, Innovation & Efficiency

- Build technological capabilities and improve processes to achieve progressive ways of doing business timely and consistently
- Furnish user-friendly, actionable Infrastructure Capital Improvement Plan (ICIP) and capital outlay project balance reporting
- Ensure capital projects are fully planned, having addressed operating and maintenance costs, corresponding revenue sources, and are ready to begin

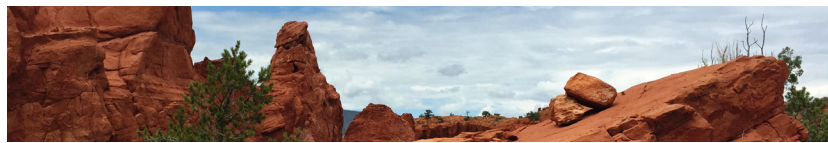
Quality Services

- Furnish user-friendly, actionable Infrastructure Capital Improvement Plan (ICIP) and capital outlay project balance reporting
- Impart financial expertise, training and technical assistance to local public entities
- Deliver quality, reliable and timely financial and administrative services to internal and external customers
- Extend Training and education to local public entities
Conduct outreach efforts to build strong local public entity relationships
- Provide valuable and accessible services to local public entities
- Execute a streamlined process for property tax mill levy rate calculations and generating property tax certificates

Workforce Development & Engagement

- Conduct training and development opportunities to division staff
- Ensure a welcoming onboarding experience for all new employees including orientation with leadership

ACTIONS	STATUS	OUTCOMES
Create new Local Government survey	Individual program surveys in development stages	<i>Achieve better understanding of divisions successes and areas where improvements are needed</i>
Host Infrastructure Finance Conference	25th Annual Conference scheduled for October 26 - 28, 2022, Embassy Suites, Albuquerque, NM	<i>Theme: Recover, Restructure, Rebuild Tracks provide information on finance, transportation, community/economic development, tribal utilities and housing. Audience: counties, municipalities, tribal governments, special districts and the private sector</i>
Expand regional ombudsman program to local governments dedicated to educate, and assist with navigating needs to opportunities (people)	Ongoing	<i>Achieve higher success rate with obtaining projects with multiple sources—minimize d of capital requests</i>
Develop and implement robust capital project software for centralized contract, grant agreement and project management	Contract is drafted for the initial financial management phase to begin in FY23	<i>Increased efficiencies with electronic pay request submittals and ability to provide better project status reporting</i>
Develop centralized resource database for multiple sources for program needs, to include referral system to navigate inquiries from local governments and citizens to information	Analyzing data and information - pending funding	<i>Leverage needs against federal and other sources, with state funding prioritized with gap funding</i>
Redevelop ICIP process (procedural)	Current ICIP database system is antiquated and not user friendly	<i>A new, updated, modern database that is user friendly will allow DFA to download required ad-hoc reports requested by DFA management, LFC and local governments.</i>

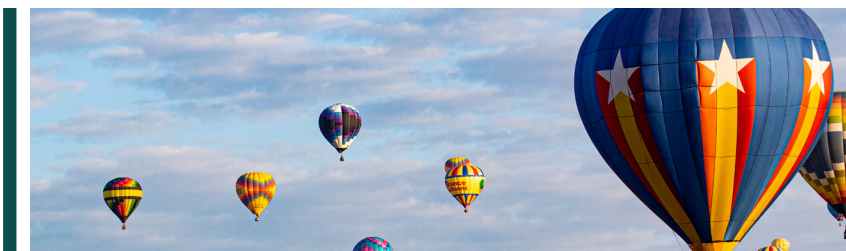


ACTIONS	STATUS	OUTCOMES
<p>Develop program for outreach, education and matching of local governments with resources for improving financially deficient systems</p>	<p>Pending funding to expand Special Director’s regional approach for providing technical assistance to aid in improving local government’s financial capacity</p>	<p><i>Promote financially healthy local governments</i></p>
<p>Expand and enhance capital project oversight team to include project managers with outreach and education (mitigate and deconflict pressure points)</p>	<p>Ongoing</p>	<p><i>Increased completion rates of capital projects within established deadlines</i></p>
<p>Initiate certification program for project management for staff and external partners</p>	<p>Developing internal processes and researching available certification programs</p>	<p><i>Expand professional expertise on capital projects</i></p>
<p>Planning and implementation of Next Generation 911 (NG911)</p>	<p>NG911-capable Call Handling Equipment is 90% deployed. Draft of RFP for Emergency Services IP Network (ESInet) and NG Core Services (NGCS) is under review.</p>	<p><i>More resilient and reliable 911 network. More accurate caller location and call routing functions. Enhanced interoperability. Improved emergency response.</i></p>
<p>Update NM911 Data Model to NENA’s NG911 standards. Collect, aggregate, and translate GIS data from all local data authorities.</p>	<p>Collecting and aggregating additional GIS layers for PSAP and Emergency Service Zone boundaries in FY23.</p>	<p><i>Necessary for transition to NG911 and move from legacy call routing to location based call routing. This GIS data will be used for the location validation function (LVF) and emergency call routing function (ECRF) within the NG Core Services.</i></p>



Activities (By Program)

- Provide budget and fiscal oversight of local public bodies, and technical support to entities experiencing issues with audits and financial reporting
- Certify property tax rates statewide
- Administer federal Community Development Block Grant program and staff the Community Development Council
- Administer local capital outlay projects authorized by the legislature
- Administer Local Driving While Intoxicated (LDWI) Grant Program and staff the LDWI Council
- Oversee funding for teen courts from the Juvenile Adjudication Fund
- Manage local Infrastructure Capital Improvement Plan (ICIP) process
- Manage contracts for Civil Legal
- Services and staff the Civil Legal
- Services Commission
Assist the administratively-attached Acequia Commission and Land Grant Council
- Manage the Tribal Infrastructure Fund
- Oversee funding of the Acequia & Community Ditch Education Program
- Administer the Executive Order 2013-006 and recommend the need for Fiscal Agents
Administer Emergency Rental Program
- Administer Housing Assistance Program
- Administer future bipartisan infrastructure program
Identify high-priority needs in rural and frontier communities for assistance
- Manage Municipal Boundary Commission
- Approve and participate in Tax Incremental Districts
- Administer the Federal Forest Reserve Fund
- Administer the Taylor Grazing Act Fund
- Administer the Law Enforcement Fund
Chair the Community Development Council and support their programs
- Participate in the Infrastructure Finance Committee



Fiscal Management and Oversight (P544)

Purpose of the Program

Promote and ensure financial accountability of public funds throughout state government. Provide state agencies and New Mexicans with timely, accurate and comprehensive information on the financial status and expenditures of the state, achieved by clearly communicating required fiscal management practices, providing processes and instruction, training and coaching agencies and ensuring agencies have the skills and resources to preserve necessary financial accountability.

Program Users

State agencies and institutions, New Mexicans, Governor, Lieutenant Governor, Legislature, Judiciary Legislature, vendors doing business with the State, bond holders, bond rating agencies and any other individual interested in financial information on the State.

Benefits to New Mexicans

- Detailed and timely financial reports
- Greater accountability in state payments for all state agencies
- Quality information for management decisions
- Reliable information needed to fund and monitor statewide legislative initiatives
- Accurate and timely payment processing to all state vendors, grant recipients, state employees and the public
- Enhanced economic stability across the state for businesses and individuals financial
- Navigation support to other agencies in responding and assisting citizens with disbursement information
- Greater state customer satisfaction
Confirmation of percent compliance with statutory and legislative directives
- Fiscal accountability to ensure fiscal directives serve state residents with demonstrated consistency and fairness



Program Objectives

Fiscal Strength & Stability

- Improve the quality and timeliness of statewide financial reporting
- Advance the quality of financial management throughout state government

Government Accountability, Innovation & Efficiency

- Promote financial expertise statewide to achieve efficiency and improve operating standards, consistency, knowledge base, and work product
- Foster best practices and accountability
- Make certain agency hardware and software is compatible with the latest technology and security standards
- Implement safeguards to ensure agency payment systems are secure

Quality Services

- Deliver quality, reliable and timely financial and administrative services to internal and external customers



ACTIONS	STATUS	OUTCOMES
Provide new Certification Program for Statewide CFOs	Process was placed on hold due to the pandemic and subsequent retiring of contact at the Edge program.	Effective and stable financial management at all state agencies
Plan/Issue timely Annual Comprehensive Financial Report (ACFR) submission annually	ACFR was issued in April 2022	
Continue to build the mobile CFO activities and outreach to help agencies in need of fiscal support during times of key fiscal disruption or other vacancies	Initiated	Effective and stable financial management at all state agencies
Create a training and outreach program within the statewide Central Payroll Bureau	Initiated	Timely and efficient payroll close and processing
Deploy payroll staff into the field to provide hands-on training as well as gap coverage for periods of agency payroll vacancies	Initiated	Effective and stable payroll processing at all state agencies





Activities (By Program)

- Fiscal oversight, including pre-auditing, post-auditing, supervision, monitoring and controlling financial activities of the State's agencies
- Processing, recording, summarizing, and reporting all state financial transaction information
- Central processing of payroll for all state employees and entities
Concentrated disbursement of cash to vendors
- Auxiliary budgetary control
- Accounting for cash receipts
Allocation of appropriations from the State General Fund
- Production of interim financial reports for funds
- Monthly reconciliation of cash to the State Treasurer's financial reports
- Annual production and audit of the State of New Mexico Annual Comprehensive Financial Report (ACFR)
- Oversight off information returns and coordinated efforts associated with the Internal
- Revenue Service and the Social Security Administration
- Review and approval of professional services contracts for all state agencies





New Mexico
Department of Finance
and Administration

407 Galisteo St,
Santa Fe, NM 87501
(505) 827-4985