

FY28 Appropriation Request Checklist

Agency Name: Board of Examiners for Architects

Business Unit: 40400

Reports to Include in PDF Submission

Form #	Title	
☒	Cvr Ltr	Cover Letter <i>Agency Level</i>
☒	S-1	Certification <i>Agency Level</i>
☒	S-2	Organizational Chart <i>Agency/Program Level</i>
☒	S-8	Financial Summary (BFM) <i>Agency/Program Level</i>
☐	GF	General Fund Budget Change Log <i>Agency/Program Level</i>
☒	S-9	Account Code Revenue / Expenditure Report <i>Agency/Program Level</i>
☒	S-10	Fund Balance Projection <i>Fund Level</i>
☒	S-13	Detail of Rate Line Items (see instructions) <i>Agency Level</i>
☒	P-1	Program Narrative <i>Program Level</i>
☐	R-2	Transfer Report <i>Agency Level</i>
☒	REV/EXP	Revenue-Expenditure Comparison Report <i>Agency/Program Level</i>
☐	FFRW	Detail of Federal Funds Revenue Worksheet <i>Agency/Program Level</i>
☐	EB-1	Expansion Justifications <i>Program Level</i>
☐	EB-2	Expansion Fiscal Summary <i>Program Level</i>
☐	EB-3	Expansion Line Item Detail <i>Program Level</i>
☐	LFR	Legislating for Results Expansion Tool <i>Program Level</i>
☒	E4	Pcode Detail <i>Program Level</i>
☒	E5	Contract by Pcode <i>Program Level</i>
☐	SAR	Special Appropriation Request Report <i>Agency Level</i>
☒	APR	Annual Performance Report <i>Program Level</i>
☒	Table 2	Table 2 Performance Measure Summary <i>Program Level</i>
☒	SP	Strategic Plan <i>Agency Level</i>
☐	ITP	Information Technology Plan <i>Agency Level</i>
☐	C-1	Base Operating Budget <i>Agency Level</i>
☐	C-2	IT Request Plan <i>Agency Level</i>
☐	Perf Audit	Update to LFC Performance Audits (within last 2 years) <i>Agency Level</i>

Documents to Attach in BFM (PDF Optional)

Where to Attach

☒	Board Cert	Board or Commission Budget Certification <i>Form 9900</i>
☐	E-6B	Leased Passenger-Related Vehicles <i>Form 3300/4300</i>



STATE OF NEW MEXICO
BOARD OF EXAMINERS FOR ARCHITECTS

P.O. BOX 509
SANTA FE, NEW MEXICO 87504
PHONE: (505) 476-4830
FAX: (505) 476-4829

Michelle Lujan Grisham
Governor

September 1, 2026

State Budget Division
Department of Finance and Administration
Room 190
Bataan Memorial Building
Santa Fe, NM 87501

Legislative Finance Committee
325 Don Gaspar, Suite 101
Santa Fe, NM 87501

Sir/Madam:

The New Mexico Board of Examiners for Architects respectfully submits its FY28 Appropriation Request for consideration. The requested appropriation reflects an increase of \$108.6 thousand over the Board's FY27 Operating Budget and is necessary to support anticipated personnel and employee benefit expenditures in FY28.

The requested increase primarily reflects adjustments within the 200 category, including projected employee health insurance premium costs and the anticipated 10% premium increase, salaries necessary to maintain full staffing, Retiree Health Care contributions, PERA contributions, longevity pay, and other associated employee benefit costs.

The Board has carefully reviewed its FY28 budgetary requirements and believes this request is necessary to maintain current operations and ensure adequate funding for personnel-related obligations.

Thank you for your time and consideration of the Board's FY28 Appropriation Request. Please contact me if additional information or clarification is needed.

Respectfully submitted,

A handwritten signature in cursive script that reads "Melarie M. Gonzales".

Melarie M. Gonzales
Executive Director, CFO, CPO
NM Board of Examiners for Architects

**APPROPRIATION REQUEST
CERTIFICATION
FORM S-1**

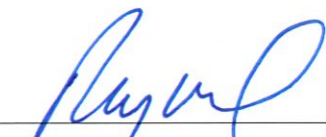
Agency Name: Board of Examiners for Architects

Business Unit: 40400

I hereby certify that the accompanying summary and detailed statements are true and correct to the best of my knowledge and belief and that the arithmetic accuracy of all numeric information has been verified.



Melarie M. Gonzales, Executive Director



Ray Vigil, Board Chair



Melarie M. Gonzales, CFO

2550 Cerrillos Road
Third Floor
Santa Fe, NM 87505

505-469-8175

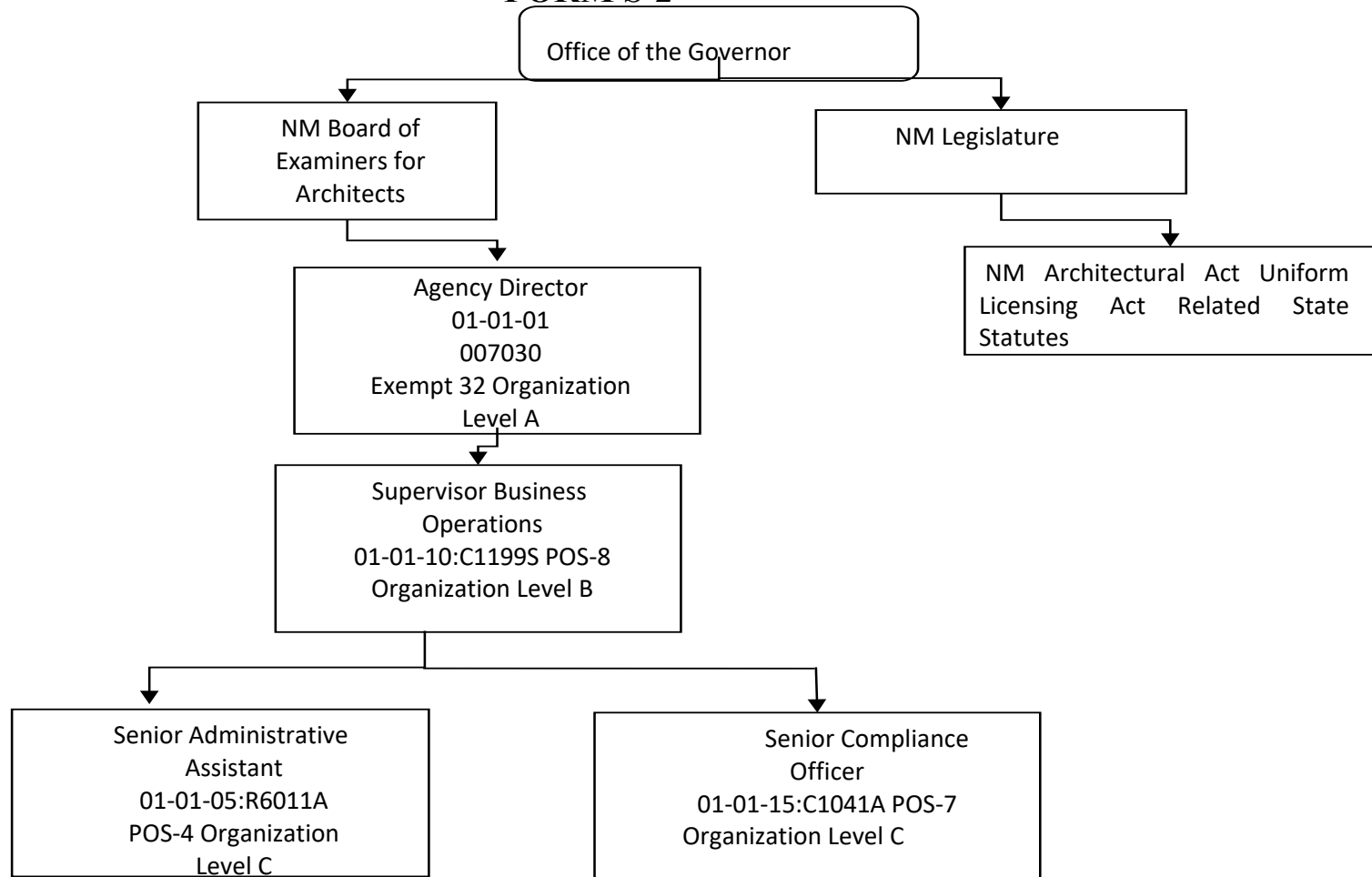
Melarie.Gonzales@bea.nm.gov

Note: Appropriation Requests for agencies headed by a board or commission must be approved by the board or commission by official action and signed by the chairperson. Operating Budgets of other agencies must be signed by the director or secretary. Appropriation Requests not properly signed will be returned.

Agency Name: N.M. Board of Examiners for Architects
Program Name: Architectural Registration

Business Unit: 40400
Program Code: P645

**APPROPRIATION REQUEST
ORGANIZATION CHART
FORM S-2**



☐ Check Box If this form is a revision

Revision no:

Revision Date:

Page

BU PCode Department
40400 P645 000000

S-8 Financial Summary

(Dollars in Thousands)

	2025-26 Opbud	2025-26 Actuals	2026-27 Opbud	2027-28 PCF Proj	Base	----- FY 2028 Agency Request ----- Expansion	Total
REVENUE							
112 Other Transfers	0.0	5.7	0.0	0.0	0.0	0.0	0.0
130 Other Revenues	352.1	436.0	365.1	0.0	412.1	0.0	412.1
150 Fund Balance	250.0	48.9	255.6	0.0	317.2	0.0	317.2
REVENUE, TRANSFERS	602.1	490.6	620.7	0.0	729.3	0.0	729.3
REVENUE	602.1	490.6	620.7	0.0	729.3	0.0	729.3
EXPENSE							
200 Personal services and employee benefits	471.3	375.0	475.4	543.2	584.9	0.0	584.9
300 Contractual services	47.5	37.7	60.9	0.0	60.0	0.0	60.0
400 Other	83.3	77.9	84.4	0.0	84.4	0.0	84.4
EXPENDITURES	602.1	490.6	620.7	543.22	729.3	0.0	729.3
EXPENSE	602.1	490.6	620.7	543.22	729.3	0.0	729.3
FTE POSITIONS							
810 Permanent	4.00	4.00	4.00	4.00	4.00	0.00	4.00
FTEs	4.00	4.00	4.00	4.00	4.00	0.00	4.00
FTE POSITIONS	4.00	4.00	4.00	4.00	4.00	0.00	4.00

BU PCode Department
40400 0000 0000000000

S-9 Account Code Revenue/Expenditure Summary
(Dollars in Thousands)

		2025-26 Opbud	2025-26 Actuals	2026-27 Opbud	2027-28 PCF Proj	----- FY 2028 Agency Request -----		
						Base	Expansion	Total
499905	Other Financing Sources	0.0	5.7	0.0	0.0	0.0	0.0	0.0
112	Other Transfers	0.0	5.7	0.0	0.0	0.0	0.0	0.0
416402	Trade & Professions Licenses	15.0	22.3	21.3	0.0	22.0	0.0	22.0
417102	Subregistrars Fees	0.0	0.0	0.0	0.0	0.0	0.0	0.0
417402	Reg for Trades & Prof	325.0	370.5	328.7	0.0	370.0	0.0	370.0
461402	Other Penalties	12.0	43.1	15.0	0.0	20.0	0.0	20.0
496902	Miscellaneous Revenue	0.1	0.0	0.1	0.0	0.1	0.0	0.1
130	Other Revenues	352.1	436.0	365.1	0.0	412.1	0.0	412.1
328900	Unassigned FB - Gov	250.0	48.9	255.6	0.0	317.2	0.0	317.2
150	Fund Balance	250.0	48.9	255.6	0.0	317.2	0.0	317.2
TOTAL REVENUE		602.1	490.6	620.7	0	729.3	0.0	729.3
520100	Exempt Perm Positions P/T&F/T	136.3	170.4	139.6	173.2	172.8	0.0	172.8
520300	Classified Perm Positions F/T	196.3	95.7	193.7	215.1	215.9	0.0	215.9
520700	Overtime & Other Premium Pay	0.0	1.5	0.0	0.0	1.5	0.0	1.5
520800	Annl & Comp Paid At Separation	0.0	0.3	0.0	0.0	0.0	0.0	0.0
521100	Group Insurance Premium	38.4	25.6	38.4	49.4	77.3	0.0	77.3
521200	Retirement Contributions	61.7	51.1	65.7	74.0	74.8	0.0	74.8
521300	F I C A	22.4	20.1	26.1	23.8	29.7	0.0	29.7
521400	Workers' Comp Assessment Fee	0.1	0.2	0.1	0.0	0.1	0.0	0.1
521410	GSD Work Comp Insur Premium	0.2	0.0	0.2	0.0	0.2	0.0	0.2
521500	Unemployment Comp Premium	0.3	0.0	0.0	0.0	0.0	0.0	0.0
521600	Employee Liability Ins Premium	9.4	4.8	4.8	0.0	4.9	0.0	4.9
521700	RHC Act Contributions	6.2	5.3	6.8	7.7	7.7	0.0	7.7
200	Personal services and employee benef	471.3	375.0	475.4	543.2	584.9	0.0	584.9
535200	Professional Services	10.5	8.6	20.0	0.0	20.8	0.0	20.8
535400	Audit Services	9.5	6.8	10.9	0.0	7.2	0.0	7.2
535600	IT Services	27.5	22.3	30.0	0.0	32.0	0.0	32.0
300	Contractual services	47.5	37.7	60.9	0.0	60.0	0.0	60.0
542100	Employee I/S Mileage & Fares	1.7	1.9	1.8	0.0	1.9	0.0	1.9
542200	Employee I/S Meals & Lodging	0.5	0.7	0.7	0.0	0.7	0.0	0.7
542300	Brd & Comm Mbr Meals & Lodging	2.0	3.1	2.4	0.0	3.0	0.0	3.0
542310	Brd & Comm Mbr Mileage & Fares	3.5	3.9	3.8	0.0	3.9	0.0	3.9
542700	Transp - Transp Insurance	0.4	0.0	0.4	0.0	0.0	0.0	0.0

BU PCode Department
40400 0000 0000000000

S-9 Account Code Revenue/Expenditure Summary
(Dollars in Thousands)

		2025-26 Opbud	2025-26 Actuals	2026-27 Opbud	2027-28 PCF Proj	----- FY 2028 Agency Request -----		
						Base	Expansion	Total
543400	Maint - Property Insurance	0.2	0.4	0.1	0.0	0.1	0.0	0.1
543830	IT HW/SW Agreements	22.3	31.0	27.0	0.0	31.0	0.0	31.0
544000	Supply Inventory IT	1.2	1.3	1.9	0.0	1.2	0.0	1.2
544100	Supplies-Office Supplies	4.0	1.5	2.0	0.0	1.5	0.0	1.5
544900	Supplies-Inventory Exempt	1.0	0.0	1.0	0.0	1.0	0.0	1.0
545600	Reporting & Recording	1.0	0.0	1.0	0.0	1.0	0.0	1.0
545700	ISD Services	3.3	3.5	3.3	0.0	3.4	0.0	3.4
545710	DOIT HCM Assessment Fees	1.4	1.4	1.5	0.0	1.5	0.0	1.5
545900	Printing & Photo Services	3.0	1.9	3.5	0.0	3.0	0.0	3.0
546100	Postage & Mail Services	3.3	2.3	2.3	0.0	2.3	0.0	2.3
546400	Rent Of Land & Buildings	3.3	4.2	4.5	0.0	4.3	0.0	4.3
546500	Rent Of Equipment	4.1	3.5	3.6	0.0	3.5	0.0	3.5
546600	Communications	4.0	0.0	0.0	0.0	0.0	0.0	0.0
546610	DOIT Telecommunications	12.3	12.3	13.4	0.0	13.4	0.0	13.4
546700	Subscriptions/Dues/License Fee	7.8	5.1	7.8	0.0	6.8	0.0	6.8
546800	Employee Training & Education	0.5	0.0	0.5	0.0	0.2	0.0	0.2
546810	Board Member Training	0.1	0.0	0.1	0.0	0.1	0.0	0.1
546900	Advertising	1.3	0.0	0.3	0.0	0.1	0.0	0.1
547900	Miscellaneous Expense	0.1	0.0	0.6	0.0	0.0	0.0	0.0
547909	Misc Expense Interagency	0.1	0.1	0.0	0.0	0.0	0.0	0.0
548300	Information Tech Equipment	0.5	0.0	0.5	0.0	0.1	0.0	0.1
549600	Employee O/S Mileage & Fares	0.1	0.0	0.1	0.0	0.1	0.0	0.1
549700	Employee O/S Meals & Lodging	0.1	0.0	0.1	0.0	0.1	0.0	0.1
549800	Brd & Comm O/S Mileage & Fares	0.1	0.0	0.1	0.0	0.1	0.0	0.1
549900	Brd & Comm O/S Meals & Lodging	0.1	0.0	0.1	0.0	0.1	0.0	0.1
400	Other	83.3	77.9	84.4	0.0	84.4	0.0	84.4
TOTAL EXPENSE		602.1	490.6	620.7	543.22	729.3	0.0	729.3
810	Permanent	4.00	4.00	4.00	4.00	4.00	0.00	4.00
810	Permanent	4.00	4.00	4.00	4.00	4.00	0.00	4.00
TOTAL FTE POSITIONS		4.00	4.00	4.00	4.00	4.00	0.00	4.00

APPROPRIATION REQUEST

FORM S-10 FUND BALANCE PROJECTION

(In Whole Dollars)

Agency:	Board of Examiners for Architects	Business Unit:	40400
Fund Name:	N M Bd of Exam Architect	Fund Number:	03800
Legal Auth.	NMSA 1978, Chapter 61, Article 15		

BEGINNING BALANCE

Unreserved, undesignated fund balance (not cash balance) from SHARE NMS006GL Balance Sheet Report at close of FY26	560,200
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ADJUSTMENTS

Add:

Interfund receivables, accounts receivables, and other assets not reflected in fund balance from FCD Reports at close of FY26	0
Other (explain in detail)	0

Deduct:

Liabilities not reflected in FCD Reports at close of FY26	0
Fund balance designated by law for future expenditure (non-reverting funds)	0
Amount due to State General Fund or other fund designated by statute	0
Other (explain in detail)	0
FY26 revision not reflected in liabilities	0

Total Adjustments	0
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ADJUSTED UNRESERVED, UNDESIGNATED FUND BALANCE at close of FY26	560,200
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Add:

Projected revenue/sources (less fund balance budgeted) for FY27	365,100
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Deduct:

Projected total expenditures for FY27	(620,700)
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ADJUSTED UNRESERVED/UNDESIGNATED FUND BALANCE at close of FY27	304,600
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Add:

Projected revenue/sources (less fund balance requested) for FY28	412,100
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Deduct:

Total expenditures budgeted in appropriation request	(729,300)
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ADJUSTED UNRESERVED/UNDESIGNATED FUND BALANCE at close of FY28	(12,600)
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State of New Mexico
S-13 Line Items by Business Unit Expenditures
(Dollars in Thousands)

			2025-26	2026-27	Request		Recommendation				
BusUnit		Line Item	Actuals	Opbud	Base	Expansion	Base	Expansion	Opbud		
40400	P645-R	Architectural Registration	520100	Exempt Perm Positions P/T&F/T	170.35	139.6	172.8	0	0	0	0.0
		520300	Classified Perm Positions F/T	95.67	193.7	215.9	0	0	0	0.0	
		520700	Overtime & Other Premium Pay	1.5	0	1.5	0	0	0	0.0	
		520800	Annl & Comp Paid At Separation	0.3	0	0	0	0	0	0.0	
		521100	Group Insurance Premium	25.62	38.4	77.3	0	0	0	0.0	
		521200	Retirement Contributions	51.15	65.7	74.8	0	0	0	0.0	
		521300	F I C A	20.08	26.1	29.7	0	0	0	0.0	
		521400	Workers' Comp Assessment Fee	0.23	0.1	0.1	0	0	0	0.0	
		521410	GSD Work Comp Insur Premium	0	0.2	0.2	0	0	0	0.0	
		521600	Employee Liability Ins Premium	4.83	4.8	4.9	0	0	0	0.0	
		521700	RHC Act Contributions	5.32	6.8	7.7	0	0	0	0.0	
		535200	Professional Services	8.59	20	20.8	0	0	0	0.0	
		535400	Audit Services	6.78	10.9	7.2	0	0	0	0.0	
		535600	IT Services	22.29	30	32	0	0	0	0.0	
		542100	Employee I/S Mileage & Fares	1.87	1.8	1.9	0	0	0	0.0	
		542200	Employee I/S Meals & Lodging	0.74	0.7	0.7	0	0	0	0.0	
		542300	Brd & Comm Mbr Meals & Lodgin	3.06	2.4	3	0	0	0	0.0	
		542310	Brd & Comm Mbr Mileage & Fares	3.92	3.8	3.9	0	0	0	0.0	
		542700	Transp - Transp Insurance	0	0.4	0	0	0	0	0.0	
		543400	Maint - Property Insurance	0.38	0.1	0.1	0	0	0	0.0	
		543830	IT HW/SW Agreements	30.97	27	31	0	0	0	0.0	
		544000	Supply Inventory IT	1.27	1.9	1.2	0	0	0	0.0	
		544100	Supplies-Office Supplies	1.48	2	1.5	0	0	0	0.0	
		544900	Supplies-Inventory Exempt	0	1	1	0	0	0	0.0	
		545600	Reporting & Recording	0	1	1	0	0	0	0.0	
		545700	ISD Services	3.46	3.3	3.4	0	0	0	0.0	
		545710	DOIT HCM Assessment Fees	1.4	1.5	1.5	0	0	0	0.0	
		545900	Printing & Photo Services	1.89	3.5	3	0	0	0	0.0	
		546100	Postage & Mail Services	2.27	2.3	2.3	0	0	0	0.0	
		546400	Rent Of Land & Buildings	4.18	4.5	4.3	0	0	0	0.0	
		546500	Rent Of Equipment	3.5	3.6	3.5	0	0	0	0.0	
		546610	DOIT Telecommunications	12.27	13.4	13.4	0	0	0	0.0	

State of New Mexico

S-13 Line Items by Business Unit Expenditures

(Dollars in Thousands)

				546700	Subscriptions/Dues/License Fee	5.11	7.8	6.8	0	0	0	0.0
				546800	Employee Training & Education	0.03	0.5	0.2	0	0	0	0.0
				546810	Board Member Training	0	0.1	0.1	0	0	0	0.0
				546900	Advertising	0	0.3	0.1	0	0	0	0.0
				547900	Miscellaneous Expense	0	0.6	0	0	0	0	0.0
				547909	Misc Expense Interagency	0.08	0	0	0	0	0	0.0
				548300	Information Tech Equipment	0	0.5	0.1	0	0	0	0.0
				549600	Employee O/S Mileage & Fares	0	0.1	0.1	0	0	0	0.0
				549700	Employee O/S Meals & Lodging	0	0.1	0.1	0	0	0	0.0
				549800	Brd & Comm O/S Mileage & Fares	0	0.1	0.1	0	0	0	0.0
				549900	Brd & Comm O/S Meals & Lodgin	0	0.1	0.1	0	0	0	0.0
Subtotal for:	40400	P645-R	Architectural Registration			490.58	620.7	729.3	0	0	0	0.0
40400						490.58	620.7	729.3	0	0	0	0.0

Totals by Line Item

BusUnit	Line Item		2025-26	2026-27	Request		Recommendation		Opbud
			Actuals	Opbud	Base	Expansion	Base	Expansion	
40400	520100	Exempt Perm Positions P/T&F/T	170.35	139.6	172.8	0	0	0	0.0
	520300	Classified Perm Positions F/T	95.67	193.7	215.9	0	0	0	0.0
	520700	Overtime & Other Premium Pay	1.5	0	1.5	0	0	0	0.0
	520800	Annl & Comp Paid At Separation	0.3	0	0	0	0	0	0.0
	521100	Group Insurance Premium	25.62	38.4	77.3	0	0	0	0.0
	521200	Retirement Contributions	51.15	65.7	74.8	0	0	0	0.0
	521300	F I C A	20.08	26.1	29.7	0	0	0	0.0
	521400	Workers' Comp Assessment Fee	0.23	0.1	0.1	0	0	0	0.0
	521410	GSD Work Comp Insur Premium	0	0.2	0.2	0	0	0	0.0
	521600	Employee Liability Ins Premium	4.83	4.8	4.9	0	0	0	0.0
	521700	RHC Act Contributions	5.32	6.8	7.7	0	0	0	0.0
	535200	Professional Services	8.59	20	20.8	0	0	0	0.0
	535400	Audit Services	6.78	10.9	7.2	0	0	0	0.0

State of New Mexico

S-13 Line Items by Business Unit Expenditures

(Dollars in Thousands)

535600	IT Services	22.29	30	32	0	0	0	0.0
542100	Employee I/S Mileage & Fares	1.87	1.8	1.9	0	0	0	0.0
542200	Employee I/S Meals & Lodging	0.74	0.7	0.7	0	0	0	0.0
542300	Brd & Comm Mbr Meals & Lodging	3.06	2.4	3	0	0	0	0.0
542310	Brd & Comm Mbr Mileage & Fares	3.92	3.8	3.9	0	0	0	0.0
542700	Transp - Transp Insurance	0	0.4	0	0	0	0	0.0
543400	Maint - Property Insurance	0.38	0.1	0.1	0	0	0	0.0
543830	IT HW/SW Agreements	30.97	27	31	0	0	0	0.0
544000	Supply Inventory IT	1.27	1.9	1.2	0	0	0	0.0
544100	Supplies-Office Supplies	1.48	2	1.5	0	0	0	0.0
544900	Supplies-Inventory Exempt	0	1	1	0	0	0	0.0
545600	Reporting & Recording	0	1	1	0	0	0	0.0
545700	ISD Services	3.46	3.3	3.4	0	0	0	0.0
545710	DOIT HCM Assessment Fees	1.4	1.5	1.5	0	0	0	0.0
545900	Printing & Photo Services	1.89	3.5	3	0	0	0	0.0
546100	Postage & Mail Services	2.27	2.3	2.3	0	0	0	0.0
546400	Rent Of Land & Buildings	4.18	4.5	4.3	0	0	0	0.0
546500	Rent Of Equipment	3.5	3.6	3.5	0	0	0	0.0
546610	DOIT Telecommunications	12.27	13.4	13.4	0	0	0	0.0
546700	Subscriptions/Dues/License Fee	5.11	7.8	6.8	0	0	0	0.0
546800	Employee Training & Education	0.03	0.5	0.2	0	0	0	0.0
546810	Board Member Training	0	0.1	0.1	0	0	0	0.0
546900	Advertising	0	0.3	0.1	0	0	0	0.0
547900	Miscellaneous Expense	0	0.6	0	0	0	0	0.0
547909	Misc Expense Interagency	0.08	0	0	0	0	0	0.0
548300	Information Tech Equipment	0	0.5	0.1	0	0	0	0.0
549600	Employee O/S Mileage & Fares	0	0.1	0.1	0	0	0	0.0
549700	Employee O/S Meals & Lodging	0	0.1	0.1	0	0	0	0.0
549800	Brd & Comm O/S Mileage & Fares	0	0.1	0.1	0	0	0	0.0
549900	Brd & Comm O/S Meals & Lodging	0	0.1	0.1	0	0	0	0.0

Grand Total	490.58	620.7	729.3	0	0	0	0.0
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State of New Mexico

S-13 Line Items by Business Unit Expenditures

(Dollars in Thousands)

Program Description:

The Board of Examiners for Architects exists to regulate the practice of architecture in New Mexico through licensing and enforcement, ensuring that architects uphold professional standards that protect the health, safety, and welfare of the public.

The agency's primary goals include registering all architects practicing in the state; processing applications and exam scores for candidates; enforcing the New Mexico Architectural Act and associated rules; and promoting the highest standards of professionalism in architectural practice. The Board also reviews and updates the Architectural Act and its rules as needed, while managing and maintaining agency records, information, and communications.

The mission of the agency is to safeguard life, health, and property, and to promote public welfare by verifying the professional qualifications of those seeking to practice architecture in New Mexico.

Major Issues and Accomplishments:

The Board has maintained full compliance with the Payment Card Industry Data Security Standards (PCI DSS) since its approval in 2020. For more than ten consecutive years, the Board's financial audits have resulted in zero findings, demonstrating strong fiscal oversight, accountability, and effective internal controls.

During FY26, the Board also secured its highest settlement agreement to date involving the fraudulent use of architectural seals, reflecting the Board's continued commitment to protecting the public and enforcing the New Mexico Architectural Act and Board rules.

As of the close of FY26, and continuing into the current fiscal year, the Board maintains the highest number of licensed architects in the state, demonstrating continued growth in the profession and the Board's effective administration of its licensing responsibilities.

Overview of Request:

The New Mexico Board of Examiners for Architects' FY28 appropriation request was primarily based on FY26 actual expenditures and current FY27 costs associated with maintaining fully staffed positions, including the increases in personnel salaries and benefits.

Programmatic Changes:

No programmatic changes.

Base Budget Justification:

This request reflects a total increase of \$108.6 thousand over the FY27 operating budget. The increase includes all adjustments within the 200 category, including employee health insurance premiums, the 10% health insurance premium increase, personnel salaries fully staffed, Retiree Health Care, PERA, longevity pay, and related employee benefit costs for FY28.

REV EXP COMPARISON

(Dollars in Thousands)

40400 - Board of Examiners for Architects

P645 - Architectural Registration					
	General Fund	Other Funds	Other Transfers	Federal Funds	Total
SOURCES Totals	0.0	729.3	0.0	0.0	729.3
Personal services and employee benefits	0.0	584.9	0.0	0.0	584.9
Contractual services	0.0	60.0	0.0	0.0	60
Other	0.0	84.4	0.0	0.0	84.4
USES Total:	0.0	729.3	0.0	0.0	729.3
Net:	0.0	0.0	0.0	0.0	0.0

Architectural Registration

BU PCode
40400 P645

State of New Mexico

E4 PCode Detail
(Dollars in Thousands)

Fund	Account		2025-26	2026-27	2027-28	FY 2028 Agency Request				Total	Justification
			Actuals	Opbud	PCF Proj	GF	OSF	ISF/IAT	FF		
03800	520100	Exempt Perm Positions P/T&F/T	170.4	139.6	172.16	0.0	172.8	0.0	0.0	172.8	
03800	520300	Classified Perm Positions F/T	95.7	193.7	215.45	0.0	215.9	0.0	0.0	215.9	Fully staffed, including 1% probationary increases
03800	520700	Overtime & Other Premium Pay	1.5	0.0	0	0.0	1.5	0.0	0.0	1.5	
03800	520800	Annl & Comp Paid At Separation	0.3	0.0	0	0.0	0.0	0.0	0.0	0.0	
03800	521100	Group Insurance Premium	25.6	38.4	49.35	0.0	77.3	0.0	0.0	77.3	10% employee health insurance premium increase
03800	521200	Retirement Contributions	51.1	65.7	73.98	0.0	74.8	0.0	0.0	74.8	Rates increased to reflect full staffing levels for budgetary planning purposes.
03800	521300	F I C A	20.1	26.1	23.84	0.0	29.7	0.0	0.0	29.7	Rates increased to reflect full staffing levels for budgetary planning purposes.
03800	521400	Workers' Comp Assessment Fee	0.2	0.1	0	0.0	0.1	0.0	0.0	0.1	
03800	521410	GSD Work Comp Insur Premium	0.0	0.2	0	0.0	0.2	0.0	0.0	0.2	
03800	521600	Employee Liability Ins Premium	4.8	4.8	0	0.0	4.9	0.0	0.0	4.9	
03800	521700	RHC Act Contributions	5.3	6.8	7.69	0.0	7.7	0.0	0.0	7.7	
	200	Personal services and employee benef	375.0	475.4	542.46	0.0	584.9	0.0	0.0	584.9	
03800	542100	Employee I/S Mileage & Fares	1.9	1.8	0	0.0	1.9	0.0	0.0	1.9	
03800	542200	Employee I/S Meals & Lodging	0.7	0.7	0	0.0	0.7	0.0	0.0	0.7	
03800	542300	Brd & Comm Mbr Meals & Lodging	3.1	2.4	0	0.0	3.0	0.0	0.0	3.0	
03800	542310	Brd & Comm Mbr Mileage & Fares	3.9	3.8	0	0.0	3.9	0.0	0.0	3.9	
03800	542700	Transp - Transp Insurance	0.0	0.4	0	0.0	0.0	0.0	0.0	0.0	
03800	543400	Maint - Property Insurance	0.4	0.1	0	0.0	0.1	0.0	0.0	0.1	
03800	543830	IT HW/SW Agreements	31.0	27.0	0	0.0	31.0	0.0	0.0	31.0	Annual increases for IT software licensing costs
03800	544000	Supply Inventory IT	1.3	1.9	0	0.0	1.2	0.0	0.0	1.2	
03800	544100	Supplies-Office Supplies	1.5	2.0	0	0.0	1.5	0.0	0.0	1.5	
03800	544900	Supplies-Inventory Exempt	0.0	1.0	0	0.0	1.0	0.0	0.0	1.0	
03800	545600	Reporting & Recording	0.0	1.0	0	0.0	1.0	0.0	0.0	1.0	
03800	545700	ISD Services	3.5	3.3	0	0.0	3.4	0.0	0.0	3.4	
03800	545710	DOIT HCM Assessment Fees	1.4	1.5	0	0.0	1.5	0.0	0.0	1.5	
03800	545900	Printing & Photo Services	1.9	3.5	0	0.0	3.0	0.0	0.0	3.0	
03800	546100	Postage & Mail Services	2.3	2.3	0	0.0	2.3	0.0	0.0	2.3	
03800	546400	Rent Of Land & Buildings	4.2	4.5	0	0.0	4.3	0.0	0.0	4.3	
03800	546500	Rent Of Equipment	3.5	3.6	0	0.0	3.5	0.0	0.0	3.5	
03800	546610	DOIT Telecommunications	12.3	13.4	0	0.0	13.4	0.0	0.0	13.4	

Architectural Registration

BU PCode
40400 P645

State of New Mexico

E4 PCode Detail
(Dollars in Thousands)

Fund	Account		2025-26	2026-27	2027-28	FY 2028 Agency Request				Total	Justification
			Actuals	Opbud	PCF Proj	GF	OSF	ISF/IAT	FF		
03800	546700	Subscriptions/Dues/License Fee	5.1	7.8	0	0.0	6.8	0.0	0.0	6.8	
03800	546800	Employee Training & Education	0.0	0.5	0	0.0	0.2	0.0	0.0	0.2	
03800	546810	Board Member Training	0.0	0.1	0	0.0	0.1	0.0	0.0	0.1	
03800	546900	Advertising	0.0	0.3	0	0.0	0.1	0.0	0.0	0.1	
03800	547900	Miscellaneous Expense	0.0	0.6	0	0.0	0.0	0.0	0.0	0.0	
03800	547909	Misc Expense Interagency	0.1	0.0	0	0.0	0.0	0.0	0.0	0.0	
03800	548300	Information Tech Equipment	0.0	0.5	0	0.0	0.1	0.0	0.0	0.1	
03800	549600	Employee O/S Mileage & Fares	0.0	0.1	0	0.0	0.1	0.0	0.0	0.1	
03800	549700	Employee O/S Meals & Lodging	0.0	0.1	0	0.0	0.1	0.0	0.0	0.1	
03800	549800	Brd & Comm O/S Mileage & Fares	0.0	0.1	0	0.0	0.1	0.0	0.0	0.1	
03800	549900	Brd & Comm O/S Meals & Lodging	0.0	0.1	0	0.0	0.1	0.0	0.0	0.1	
	400	Other	77.9	84.4	0	0.0	84.4	0.0	0.0	84.4	
TOTAL EXPENSE			452.9	559.8		0.0	669.3	0.0	0.0	669.3	

BU PCode
40400 P645

State of New Mexico
Contract by PCode Detail
(Dollars in Thousands)

FY 2028 Agency Request											
Fund	Account		#	Contract Purpose	Actuals	GF	OSF	ISF/IAT	FF	Total	Justification
03800	535200	Professional Services	1000		8.6	0.0	20.8	0.0	0.0	20.8	Professional Services Contract to assist with compliance fieldwork.
03800	535400	Audit Services	1000		6.8	0.0	7.2	0.0	0.0	7.2	State Auditor fixed rates
03800	535600	IT Services	1000		22.3	0.0	32.0	0.0	0.0	32.0	Annual increase in software service fees and applicable sales tax to support architectural database operations and maintain compliance with online payment processing requirements.
TOTAL EXPENSE					37.7	0.0	60.0	0.0	0.0	60.0	

DFA Performance Based Budgeting Data System

Annual Performance Report

Agency: 40400 Board of Examiners for Architects

Program: P645 Architectural Registration

The purpose of the architectural registration program is to regulate, through enforcement and licensing, the professional conduct of architects to protect the health, safety and welfare of the general public of the state.

Performance Measures:		2025-26 Target	2025-26 Result	Met Target	Year End Result Narrative
Efficiency	Percent of cases resolved prior to issuance of a notice of contemplated action	90%	90%	Yes	The performance measure target was 90%. During the reporting period, there were no applicable cases resolved prior to the issuance of a Notice of Contemplated Action. Therefore, there was no activity to measure, and the performance measure is reported as N/A for the reporting period.
Efficiency	Percent of cases where a notice of contemplated action has been issued but is resolved prior to hearing	50%	100%	Yes	Three cases with Notices of Contemplated Action issued were resolved prior to hearing, resulting in an actual performance rate of 100%, which exceeded the 50% target.
Outcome	Percent of audited registrants who successfully meet the continuing education requirements	95%	96%	Yes	The audit was conducted on February 13, 2026. Audits were randomly selected and reviewed by the Board's Audit Committee. Ninety-six percent of audited registrants successfully met the continuing education requirements. Performance measure was met.
Outcome	Percent of reciprocity applicants who successfully complete the application process	90%	87%	No	Eighty-seven percent of applicants for Reciprocity successfully completed the application process.
Output	Number of days from the receipt of a complaint to delivery to the enforcement committee	5	2	Yes	The average time to report a complaint to the Board's Enforcement Subcommittee in FY26 was two days, allowing sufficient time to investigate the complaint before submission. Performance measure was met.

P645	Architectural Registration					
Purpose:	The purpose of the architectural registration program is to regulate, through enforcement and licensing, the professional conduct of architects to protect the health, safety and welfare of the general public of the state.					
Performance Measures:		2024-25 Actual	2025-26 Actual	2026-27 Budget	2027-28 Request	2027-28 Recomm
Output	Number of days from the receipt of a complaint to delivery to the enforcement committee	4	2	5	5	
Outcome	Percent of audited registrants who successfully meet the continuing education requirements	96%	96%	97%	95%	
Outcome	Percent of reciprocity applicants who successfully complete the application process	95%	87%	95%	85%	
Efficiency	Percent of cases resolved prior to issuance of a notice of contemplated action	90%	90%	95%	50%	
Efficiency	Percent of cases where a notice of contemplated action has been issued but is resolved prior to hearing	80%	100%	85%	50%	

Strategic Plan

New Mexico Board of Examiners for Architects

I. Mission and Vision

Mission

The Board of Examiners for Architects is committed to protecting the health, safety, and welfare of New Mexico's citizens by ensuring that professional architectural services meet the highest standards of competency and integrity. This responsibility is carried out through the examination and licensing of architects, regulation of the profession, and enforcement of the Architectural Act (NMSA 1978, §61-15-1 through §61-15-13).

The Board safeguards life, health, and property by reviewing the qualifications of applicants, granting licenses to qualified individuals, and prohibiting unlicensed practice of architecture in the state.

Vision

The Board envisions a future where:

- The public is well-informed about the role and responsibilities of licensed architects.
- Registrants have greater access to services, knowledge, and communication.
- The profession maintains its reputation as a trusted and respected steward of the built environment.
- The Board remains nationally recognized for leadership, collaboration, and innovation in architectural regulation.

The Board strives to be a model regulatory agency as efficient, transparent, and committed to protecting the people of New Mexico.

II. Purpose, Users, Authority, and Program Goals

Purpose

To regulate and oversee the practice of architecture in New Mexico by licensing qualified professionals, enforcing professional standards, and promoting ethical conduct all to protect public health, safety, and welfare.

Users

- Members of the public
- Applicants and candidates for architectural registration (including the ARE)
- Current licensees
- Consumers of architectural services
- State and local agencies
- Regional and national organizations related to architecture
- Students and interns pursuing licensure

Statutory Authority

- **Architectural Act** (NMSA 1978, §61-15-1 through §61-15-13)
- **Uniform Licensing Act** (NMSA 1978, §61-1-1 through §61-1-32)

Program Goals

1. Protect public health, safety, and welfare through licensure and regulation.
2. Ensure all architects practicing in New Mexico are registered.
3. Process applications and examination results efficiently.
4. Enforce the Architectural Act through investigation, discipline, and hearings.
5. Promote professionalism and ethical conduct within the architectural profession.
6. Update rules and regulations as needed.
7. Maintain strong communication with regulatory partners and stakeholders.
8. Manage agency records, information, and communications responsibly.

III. Program Objectives and Strategies

Executive Summary

The Board regulates the practice of architecture by licensing qualified professionals, enforcing compliance with state law, and promoting public trust in the profession. Key objectives include:

- Registering architects and processing candidate applications.
- Enforcing the Architectural Act and related rules.
- Promoting professionalism and continuing education.
- Updating rules and procedures as needed.
- Providing efficient online services and maintaining transparent communication.

The Board launched a new website and online payment portal, a milestone that streamlines application and renewal processes and increases accessibility for applicants and registrants.

Budget management and public awareness remain priorities. The public must be assured that architectural services in New Mexico are provided only by licensed professionals.

The Board operates independently from the Regulation and Licensing Department as an “Other State Fund” agency, supported primarily by application and registration fees.

Staff Functions

- Process initial and reciprocal applications for licensure.
- Oversee license renewal and continuing education compliance.
- Investigate alleged violations of the Architectural Act.
- Support Board and committee meetings.
- Provide public information via the website.
- Maintain registrant roster and records.
- Offer online continuing education courses.
- Fulfill state budget and accountability requirements.

Due to the small staff size (four employees), flexibility and cross-training are critical to meeting workload demands.

Trends and Issues

1. Economic conditions influence reciprocity applications and license renewals.
2. Globalization and digital technology are reshaping architectural practice.
3. The Board’s website is a vital tool for communication, enforcement transparency, and continuing education.
 - A Consumer Guide is to help the public select licensed architects.
 - The site provides free continuing education courses and posts enforcement actions, registrant rosters, and exam/licensure information.

IV. Performance-Based Budget Factors

Performance Measures

1. Processing of Applications

- **Objective:** Ensure efficient processing of reciprocity applications.
- **Measure:** Percentage of applicants who successfully complete the process.
- **Target:** 90% compliance. FY26 result: 87% (target not met).

2. Continuing Education Compliance

- **Objective:** Track compliance with continuing education requirements.

- **Measure:** Percentage of audited registrants meeting requirements.
- **Target:** 95% compliance. FY26 result: 96% (target met).
- **Update:** Registrants failing to meet CE requirements will be assessed a \$100 per-hour deficiency fee and must make up hours within 60 days. Repeat violations will be reported to NCARB as disciplinary action.

3. Enforcement and Complaints

- **Objective:** Address complaints promptly and fairly.
- **Measures & Targets:**
 - Deliver complaints to Enforcement Subcommittee within five days. FY26 result two days (target met).
 - 90% of cases resolved prior to issuance of a Notice of Contemplated Action FY26 result 90% (target met).
 - 50% of cases resolved prior to hearing after Notice issuance. FY26 100% (target met).

V. Internal Objectives, Strategies, and Action Plans

1. **Architect Registration Examination (ARE):**
 - Monitor changes to exam format.
 - Provide registration support.
 - Track vendor response times and candidate concerns.
2. **Awareness of Rules and Regulations:**
 - Publish on Official Platforms.
 - Notify stakeholders.
 - Engage through Public meetings.
3. **Public Communication:**
 - Update website monthly.
 - Enhance “Consumer” section with enforcement and licensure information.
 - Explore linking to the NM Sunshine Portal.
4. **Professional Engagement:**
 - Participate in the Joint Practice Committee and national reciprocity efforts.
 - Support NCARB and WCARB involvement.
 - Maintain dialogue with architectural organizations and building officials.
5. **Enforcement and Compliance:**
 - Promote inter-agency cooperation.
 - Monitor advertising for compliance with the Act.
 - Educate professionals and the public about changes via the website.