SANDOVAL COUNTY

STATE OF NEW MEXICO

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WAYNE A. JOHNSON
County Manager

November 17, 2026

Subject: Fiscal Agency Application – Sandoval County

Dear Applicant,

Thank you for submitting an application for fiscal agency with Sandoval County. We appreciate your continued commitment to serving our community.

Please note that the application period for fiscal agency is now officially closed and we are no longer accepting new submissions. Please be advised that effective, November 16, 2026, a quiet period is in effect throughout the evaluation process. To ensure a fair and equitable review for all applicants, County staff and review committee members will not answer questions, discuss applications, or provide suggestions and recommendations on how to secure approval during this time. If you have questions in the meantime, please contact your sponsoring legislator.

All applications undergo a thorough, two-tiered evaluation by our Fiscal Agency Partnership Review Committee. The timeline for this process will depend on the volume of submissions and the time required to complete both review stages:

- *Round One – Eligibility and Compliance Review:* The committee will verify that your organization is an eligible 501(c)(3) nonprofit in good standing, including a review of your most recent audit and financial statements. We will also confirm that your application met the submission deadline, included required evidence of support, and reflects a mission aligned with Sandoval County's agenda and comprehensive planning.

- *Round Two – Project Alignment and Capacity Review:* Advancing applications will be evaluated to ensure the proposed project aligns with the County's 5-year Infrastructure Capital Improvement Plan (ICIP) and overall County prioritization. The committee will also assess Sandoval County's operational capacity and subject-matter expertise to manage the project scope. Finally, we will review whether the project complies with state law, including the Anti-Donation Clause and adheres to County policies, procedures, and protocols for fiscal management, fiscal responsibility, and procurement mechanisms, as well as the County's ability to upfront and absorb project costs while awaiting reimbursement.

Applications that successfully pass both Round One and Round Two will be forwarded to the Sandoval County Board of County Commissioners (BOCC) for final review and approval. The BOCC's final approval/adoption will be held at the regular BOCC meeting December 9, 2026. We will follow up with all applicants regarding the status of their submission once this process is complete.

Thank you again for your dedication to making a positive impact in Sandoval County!

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