



## The Purchasing Memo

**Date:** June 25, 2026

**To:** Governing Body, Finance Committee, and Quality of Life Committee

**From:** Sandra Emory, Community Services Department Director *Sandra Emory*

**Via:** Marcella Apodaca, Business Operations Manager *Marcella Apodaca (Jun 25, 2026 10:19:27 MDT)*

Lia Salaverry, Youth and Family Services Division Director *Lia Salaverry*

Sierra Vigil-Trujillo, Youth and Family Services Program Manager *Sierra Trujillo (Jun 25, 2026 10:18:01 MDT)*

**Subject:** Department of Health Violence Intervention Fund Grant FY26

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### ITEM AND ISSUE:

Request for Approval of Grant Agreement from the New Mexico Department of Health in the Amount of \$350,000 for a Coordinated Community Response to Community Violence. (Sandra Emory, Community Services Department Director; sxemory@santafenm.gov)

### BACKGROUND AND SUMMARY:

The City of Santa Fe, in collaboration with Santa Fe County, has developed a coordinated community response to violence, including youth, gun, and interpersonal violence. This public health approach to prevention and intervention supports, educates, and engages youth at the individual, community, and governmental levels.

Youth ARISE, a specialty diversion program engages youth, co-creating a tailored plan with the youth and family who have been directly impacted by violence are referred to the program by the District Attorney, District 1, office, Juvenile Probation Office and Santa Fe Public schools.

Employing best practices including enhanced screening, intensive case management, restorative justice, skills building and economic justice opportunities, our agencies have combined resources, expertise, and data to select individuals who are most vulnerable to violence. This direct service program meets Part VI Program requirements A, C, D and E. The pilot includes a Taskforce consisting of five dedicated members with lived experience, clinical and community organizing expertise and collaborative design and decision-making processes. Building out a peer model, supported by peers with lived experience, These members work side-by-side with referred youth, to identify the best path forward to ensure long term success in life.

The Youth Community Violence Interruption (YCVI) program, the umbrella of funding initiatives, which includes the launch of the Youth ARISE Pilot, initially a call from the community of Santa Fe to direct upstream prevention efforts toward impacting youth violence has acted as a community catalyst. In FY27, YCVI will continue to convene quarterly advisory council sessions to coordinate learning and community between non-profit providers, SFPS, Santa Fe County, the City of Santa Fe, FJDA, and state organizations. Additionally, select organizations will be funded to provide direct services to meet emergent needs in real time, as identified by the advisory council and in coordination with the City of Santa Fe Children and Youth Commission. During the FY26 funding period, these real-time adjustments were critical in ensuring the needs of youth were addressed more comprehensively when identified. This community-based effort meant

Finally, the DOH's violence intervention fund previously supported the purchase of gunshot detection technology for the Santa Fe PD. This initiative was directly related to Section VI, part B. of the program requirements. The Youth and Family Services Division (YFS) and SFPD remain committed to working collaboratively as the VPU. During the contract period, City staff will work to formalize an MOU for data sharing and work collaboratively to analyze and direct community support services to areas most impacted by the gun shot data provided by the detection technology.

Together, these coordinated efforts reflect Santa Fe's commitment to a comprehensive, data-informed, and community-driven public health approach to violence prevention. By centering youth voices, strengthening cross-sector collaboration, and investing in both immediate intervention and long-term support systems, the initiative is positioned to create meaningful and sustainable change. Through continued partnership, adaptive strategies, and a shared vision for safety and well-being, the City and County aim to reduce violence, improve outcomes for youth and families, and foster a stronger, more resilient community.

**PRIOR APPROVALS AND SUPPORTING INFORMATION:**

**FUNDING SOURCE:**

**Fund Name/Number:** Juvenile Justice Fund/223

**Munis Org Name/Number:** Juvenile Justice/2230123

**Munis Object Name/Number:** Grants and Services/510400

**Budget Officer / Designee:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Budget Officer Comment/Exceptions:** \_\_\_\_\_

**ASSOCIATED APPROVALS:**

**IT Components included?**  Yes |  No

**Approval:** \_\_\_\_\_ **Title:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Comment/Exceptions:** \_\_\_\_\_

**Treasury/Point of Sale Components included?**  Yes |  No

**Approval:** \_\_\_\_\_ **Title:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Comment/Exceptions:** \_\_\_\_\_

**Vehicles included?**  Yes |  No

**Approval:** \_\_\_\_\_ **Title:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Comment/Exceptions:** \_\_\_\_\_

**Construction to City Facilities, Furniture, and/or Fixtures included?**  Yes |  No

**Approval:** \_\_\_\_\_ **Title:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Comment/Exceptions:** \_\_\_\_\_

**Is this an externally funded purchase?**  Yes |  No

**If yes, what is the issuing agency:** \_\_\_\_\_

**Approval:** \_\_\_\_\_ **Title:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Comment/Exceptions:** \_\_\_\_\_

**Is this a Capital Asset or Project?**  Yes |  No

**Project Ledger Number:** YFD2722300

**Approval:** [ERIKALUJAN](#) [ERIKALUJAN \(Jun 25, 2026 11:22:18 MDT\)](#) **Title:** Grants Manager **Date:** 06/25/2026

**Comment/Exceptions:** \_\_\_\_\_

**ATTACHMENTS:**

**Grant agreement**

**Project ledger**

**STATE OF NEW MEXICO  
DEPARTMENT OF HEALTH  
INTERGOVERNMENTAL AGREEMENT**

THIS AGREEMENT is made and entered into by and between the State of New Mexico, **Department of Health**, hereinafter referred to as the “Agency,” and **City of Santa Fe**, hereinafter referred to as the “Contractor,” and is effective as of the date set forth below upon which it is executed by the Agency.

**WHEREAS**, the Agency is the State agency and desires to engage and the contractor is willing to provide the services outlined pursuant to Article II - Scope of Work.

**NOW THEREFORE**, the Agency and the Contractor in consideration of mutual covenants and agreements herein contained, do hereby agree as follows:

**ARTICLE I. Term of Agreement**

THIS AGREEMENT SHALL BECOME EFFECTIVE ON THE DATE UPON WHICH IT IS EXECUTED BY THE AGENCY SECRETARY OR DESIGNEE. This Agreement shall terminate **JUNE 30, 2027**, unless terminated pursuant to Article VI (Termination of Agreement), or Article XXII (Appropriations).

**ARTICLE II. Scope of Work**

The Contractor shall provide the program of services as set forth in the scope of work which is attached hereto as “**Attachment 1 – Scope of Work**” and incorporated herein by reference, unless Attachment 1 is amended or this agreement is terminated pursuant to Article VI (Termination of Agreement), or Article XXII (Appropriations), *infra*. In consideration for the provision of those services, the Agency agrees to purchase and the Contractor agrees to perform the services identified in the scope of work.

**ARTICLE III. Limitation of Cost**

The total amount of the monies payable to the Contractor under this Agreement shall not exceed **\$350,000.00**. The annual budget is attached hereto as “**Attachment 2 – Budget**” and incorporated herein by reference.

**ARTICLE IV. Payment**

The Agency shall make quarterly payments to the Contractor for services and costs specified in **Attachment 2 - Budget**. The Contractor shall submit certified and documented invoices and vouchers monthly for actual work performed and expenses incurred to the Agency. The Contractor’s failure to submit such payment vouchers, invoices, and supporting documentation within fifteen (15) days after they are due may result in the non-availability of funds for payment and/or the denial of payment by the Agency.

**ARTICLE V. Return of Funds**

Upon termination of this Agreement, or after the services provided for herein have been rendered, surplus money, if any, shall be returned by the Contractor to the Agency.

**ARTICLE VI. Termination of Agreement**

- A. Grounds. The Agency may terminate this Agreement for convenience or cause. The Contractor may only terminate this Agreement based upon the Agency's uncured, material breach of this Agreement.
- B. Notice; Agency Opportunity to Cure.
1. Except as otherwise provided in Article (VI)(B)(3), the Agency shall give Contractor written notice of termination at least thirty (30) days prior to the intended date of termination.
  2. Contractor shall give Agency written notice of termination at least thirty (30) days prior to the intended date of termination, which notice shall (i) identify all the Agency's material breaches of this Agreement upon which the termination is based and (ii) state what the Agency must do to cure such material breaches. Contractor's notice of termination shall only be effective (i) if the Agency does not cure all material breaches within the thirty (30) day notice period or (ii) in the case of material breaches that cannot be cured within thirty (30) days, the Agency does not, within the thirty (30) day notice period, notify the Contractor of its intent to cure and begin with due diligence to cure the material breach.
  3. Notwithstanding the foregoing, this Agreement may be terminated immediately upon written notice to the Contractor (i) if the Contractor becomes unable to perform the services contracted for, as determined by the Agency; (ii) if, during the term of this Agreement, the Contractor is suspended or debarred by the State Purchasing Agent; or (iii) the Agreement is terminated pursuant to Article XXII, "Appropriations", of this Agreement.
- C. Liability. Except as otherwise expressly allowed or provided under this Agreement, the Agency's sole liability upon termination shall be to pay for acceptable work performed prior to the Contractor's receipt or issuance of a notice of termination; provided, however, that a notice of termination shall not nullify or otherwise affect either party's liability for pre-termination defaults under or breaches of this Agreement. The Contractor shall submit an invoice for such work within thirty (30) days of receiving or sending the notice of termination. THIS PROVISION IS NOT EXCLUSIVE AND DOES NOT WAIVE THE AGENCY'S OTHER LEGAL RIGHTS AND REMEDIES CAUSED BY THE CONTRACTOR'S DEFAULT/BREACH OF THIS AGREEMENT.
- D. Termination Management. Immediately upon receipt by either the Agency or the Contractor of notice of termination of this Agreement, the Contractor shall: 1) not incur any further obligations for salaries, services or any other expenditure of funds under this Agreement without written approval of the Agency; 2) comply with all directives issued by the Agency in the notice of termination as to the performance of work under this Agreement; and 3) take such action as the Agency shall direct for the protection, preservation, retention or transfer of all property titled to the Agency and records generated under this Agreement. Any non-expendable personal property or equipment provided to or

**Agreement No. 27 IGA 3050 00036**

purchased by the Contractor with contract funds shall become property of the Agency upon termination and shall be submitted to the Agency as soon as practicable.

**ARTICLE VII. Funds Accountability**

The parties shall provide for strict accountability of all monies made subject to this Agreement. The Contractor shall maintain fiscal records, follow generally accepted accounting principles, and account for all receipts and disbursements of funds transferred to the Contractor pursuant to this Agreement. The Contractor will include all monies made subject to this Agreement in the annual audit and will provide the Agency with a copy of the annual audit.

**ARTICLE VIII. Maintenance of Records**

The Contractor shall maintain detailed expenditure records that indicate the date, nature and cost of services rendered during the Agreement's term and effect and retain them for a period of three (3) years from the date of final payment under this Agreement. The records shall be subject to inspection by the Agency, the New Mexico Department of Finance and Administration and the New Mexico State Auditor. The Agency shall have the right to audit billings both before and after payment. Payment under this Agreement shall not foreclose the right of the Agency to recover excessive or illegal payments.

**ARTICLE IX. Confidentiality**

- A. Any confidential information provided to or developed by the Contractor in the performance of this Agreement shall be kept confidential and shall not be made available to any individual or organization by the Contractor without the prior written approval of the Agency.
- B. The Contractor shall maintain complete confidential records for the benefit of clients, sufficient to fulfill the provisions of the Scope of Work, and to document the services rendered under the Scope of Work. All records maintained pursuant to this provision shall be available for inspection by the DOH.
- C. The Contractor shall comply with the Federal Health Insurance Portability and Accountability Act (HIPAA) of 1996, the Health Information Technology for Economic and Clinical Health Act of 2009 (HITECH Act) and applicable regulations and all other State and Federal rules, regulations and laws protecting the confidentiality of information. [If the Contractor is to have access to PHI for purposes other than treatment, add the following provision] If the Contractor may reasonably be expected to have access to Departments' Protected Health Information (PHI) as defined by HIPAA, Contractor shall execute the HIPAA/HITECH Business Associate Agreement as a separately executed mandatory agreement which is hereby incorporated by reference into and made part of this Agreement. Failure to execute the HIPAA/HITECH Business Associate Agreement when required by the DEPARTMENT shall constitute grounds for termination of this Agreement in accordance with Article VI of this Agreement.

**ARTICLE X. Amendments**

- A. This Agreement shall not be altered, changed or amended except by instrument in writing executed by the parties hereto and all other required signatories.
- B. If the Agency proposes an amendment to the Agreement to unilaterally reduce funding due to budget or other considerations, the Contractor shall, within thirty (30) days of receipt of the proposed Amendment, have the option to terminate the Agreement, pursuant to the termination provisions as set forth in Article VI herein, or to agree to the reduced funding.

**ARTICLE XI. Assignment**

The Contractor shall not assign or transfer any interest in this Agreement or assign any claims for money due or to become due under this Agreement without the prior written approval of the Agency.

**ARTICLE XII. Applicable Law**

The laws of the State of New Mexico shall govern this Agreement, without giving effect to its choice of law provisions. Venue shall be proper only in a New Mexico court of competent jurisdiction in accordance with Section 38-3-1 (G) NMSA 1978. By execution of this Agreement, Contractor acknowledges and agrees to the exclusive jurisdiction of the courts of the State of New Mexico over any and all lawsuits arising under or out of any term of this Agreement.

**ARTICLE XIII. Acquisition of Property**

The parties agree that neither party shall acquire any property as the result of this Agreement, unless approved by the Agency or defined in the scope of work.

**ARTICLE XIV. Liability**

Each party shall be solely responsible for fiscal or other sanctions occasioned as a result of its own violation or alleged violation of requirements applicable to the performance of the Agreement. Each party shall be liable for its actions according to this Agreement subject to the immunities and limitations of the New Mexico Tort Claims Act, Sections 41-4-1, et. seq., NMSA 1978, as amended.

**ARTICLE XV. Execution of Documents**

The Agency and the Contractor agree to execute any document(s) necessary to implement the terms of this Agreement.

**ARTICLE XVI. Sub-Contracts**

The Contractor shall not subcontract any portion of the services to be performed under this Agreement without the prior written approval by the Agency Secretary or Designee. No such

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subcontract shall relieve the primary Contractor from any obligations and liabilities under this Agreement, nor shall subcontract obligate direct payment from the Agency. Contractor must notify subcontractors that they are subject to Article VIII - Maintenance of Records of this agreement.

**ARTICLE XVII. Equal Opportunity Compliance**

The Contractor agrees to abide by all federal and state laws, rules and regulations, and executive orders of the Governor of the State of New Mexico, pertaining to equal employment opportunity. In accordance with all such laws of the State of New Mexico, the Contractor assures that no person in the United States shall, on the grounds of race, religion, color, national origin, ancestry, sex, age, physical or mental handicap, or serious medical condition, spousal affiliation, sexual orientation or gender identity, be excluded from employment with or participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity performed under this Agreement. If Contractor is found not to be in compliance with these requirements during the life of this Agreement, Contractor agrees to take appropriate steps to correct these deficiencies.

**ARTICLE XVIII. Workers' Compensation**

The Contractor agrees to comply with state laws and rules applicable to workers' compensation benefits for its employees. If the Contractor fails to comply with the Workers' Compensation Act and applicable rules when required to do so, this Agreement may be terminated by the Agency.

**ARTICLE XXI. Appropriations**

The terms of this Agreement are contingent upon sufficient appropriations and authorization being made by the Legislature of New Mexico for the performance of this Agreement. If sufficient appropriations and authorization are not made by the Legislature, this Agreement shall terminate immediately upon written notice being given by the Agency to the Contractor. The Agency's decision as to whether sufficient appropriations are available shall be accepted by the Contractor and shall be final. If the Agency proposes an amendment to the Agreement to unilaterally reduce funding, the Contractor shall have the option to terminate the Agreement or to agree to the reduced funding, within thirty (30) days of receipt of the proposed amendment.

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**Agreement No. 27 IGA 3050 00036**

**IN WITNESS WHEREOF**, the Agency and the Contractor have caused this Agreement to be executed, said Agreement to become effective as of the date set forth below upon which it is executed by Agency Secretary or Designee.

**Contractor – City of Santa Fe**

\_\_\_\_\_  
Authorized Signatory

Date: \_\_\_\_\_

\_\_\_\_\_  
Printed Title of Authorized Signatory

*Ruby Crews*  
Ruby Crews (Jun 22, 2026 14:51:57 MDT)  
\_\_\_\_\_  
Legal Counsel, Contractor, if applicable

Date: 06/22/2026

**Agency – Department of Health**

\_\_\_\_\_  
Secretary or Designee, DOH

Date: \_\_\_\_\_

\_\_\_\_\_  
Chief Financial Officer, DOH

Date: \_\_\_\_\_

**Approved as to legal form and sufficiency.**

\_\_\_\_\_  
Office of General Counsel, DOH

Date: \_\_\_\_\_

**IN WITNESS WHEREOF**, the City of Santa Fe has executed this Agreement as of the date of the signature by the required approval authorities below.

CITY OF SANTA FE:

\_\_\_\_\_  
MICHAEL GARCIA, MAYOR

DATE: \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
GERALYN CARDENAS, CITY CLERK

CITY ATTORNEY'S OFFICE:

*Ruby Crews* 06/22/2026  
Ruby Crews (Jun 22, 2026 14:51:57 MDT)  
RUBY CREWS, ASSISTANT CITY ATTORNEY

APPROVED FOR FINANCES:

*Andrea Phillips*  
ANDREA PHILLIPS (Jun 25, 2026 13:24:17 MDT)  
ANDREA PHILLIPS, INTERIM FINANCE DIRECTOR

## **ATTACHMENT 1**

### **SCOPE OF WORK**

The Contractor shall perform the following work:

Per New Mexico state statute 31-30-1 through 31-30-9 NMSA 1978, the Violence Intervention Fund for fiscal year 2027, the Contractor, the City of Santa Fe, in partnership with Santa Fe county will use a public health approach to address youth, gun, and interpersonal violence through coordinated prevention and intervention efforts. Combining the efforts of data analysis and tracking of the city's shot spotter software, the continuation of the city's Youth ARISE pilot program (phase 2), and community-based organizations contracted for Youth Community Violence Intervention work, the Contractor will bring data-driven, community-centered public health strategies to reduce violence and improve protective factors in Santa Fe.

A. Contractor will implement a Violence Intervention Program (VIP) that shall:

- 1) use of an evidence- or research-based public health approach to reduce gun violence and aggravated assaults;
- 2) use focused deterrence, problem-oriented policing, and proven law enforcement strategies to reduce gun violence and aggravated assaults;
- 3) target a population that is at high risk for victimization or retaliation that results from gun violence or aggravated assault through engaging in the cycles of violence in the community;
- 4) use data-driven methods for program development;
- 5) use program funding in a manner that is directly related to the reduction of gun violence and aggravated assaults; and
- 6) complete all evaluation expectations as determined by the Agency and provide routine performance measures via the reporting tool with each submitted report. Reporting tool will be co-developed by Agency and Contractor.

B. Contractor will contract with Community-Based Organization(s) that shall:

- 1) use of an evidence- or research-based approach to reduce gun violence and aggravated assaults within the populations they serve;
- 2) target a population that is at high risk for victimization or retaliation that results from gun violence or aggravated assault through engaging in the cycles of violence in their communities; and

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- 3) use contracted funding in a manner that is directly related to the reduction of gun violence and aggravated assaults.
- C. Contractor will contract with a subject matter expert relating to the city's "shot spotter" technology who shall:
- 1) Collect and analyze the "shot spotter" data collected by the Santa Fe Police Department and provide quarterly reports on the data and how it was used;  
and
  - 2) Develop a Memorandum of Understanding (MOU) with the Santa Fe Police Department specific to this relationship and data sharing.

**ATTACHMENT 2**

**BUDGET**

<b>Task Description</b>	<b>Deliverables</b>	<b>Budget</b>	<b>Due Date</b>
<p>Contracting with data administration and subject matter expert.</p> <p>Data collection and analysis on the use of Santa Fe Police Department’s shot spotter technology.</p> <p>Development of a multi-year Memorandum of Understanding (MOU) with Santa Fe Police Department.</p>	<p>Quarterly report of geographic location shot spotter data, AXON data analysis, and a narrative summary on how data is utilized by the Santa Fe Police Department.</p> <p>MOU with Santa Fe Police Department.</p>	<p>Not to exceed a total of <b>\$60,000.00</b>.</p>	<p>Invoice @ <b>\$15,000.00</b> per quarter, not to exceed a quantity of four (4).</p> <p><u>Quarter 1</u> (July, August, &amp; September 2026) due no later than 10/10/2026</p> <p><u>Quarter 2</u> (October, November, December 2026) due no later than 01/10/2027</p> <p><u>Quarter 3</u> (January, February, March 2027) due no later than 04/10/2027</p> <p><u>Quarter 4</u> (April, May, June 2027) due no later than 07/10/2027</p>
<p>Youth Arise Pilot Program (Phase II)</p>	<p>Quarterly report on completed project administration and progress toward Youth ARISE goals, including program outcomes, implementation progress, activities, number of participants, all evaluation expectations and reporting tools, etc.</p>	<p>Not to exceed a total of <b>\$150,000.00</b>.</p>	<p>Invoice @ <b>\$37,500.00</b> per quarter, not to exceed a quantity of four (4).</p> <p><u>Quarter 1</u> (July, August, &amp; September 2026) due no later than 10/10/2026</p> <p><u>Quarter 2</u> (October, November, December 2026) due</p>

**Agreement No. 27 IGA 3050 00036**

			<p>no later than 01/10/2027</p> <p><u>Quarter 3</u> (January, February, March 2027) due no later than 04/10/2027</p> <p><u>Quarter 4</u> (April, May, June 2027) due no later than 07/10/2027</p>
<p>Youth Community Violence Intervention (YCVI) Partner Contract(s)</p>	<p>Quarterly narrative report detailing violence intervention efforts implemented by community-based service partner(s).</p>	<p>Not to exceed a total of <b>\$140,000.00</b>.</p>	<p>Invoice @ <b>\$35,000.00</b> per quarter, not to exceed a quantity of four (4).</p> <p><u>Quarter 1</u> (July, August, &amp; September 2026) due no later than 10/10/2026</p> <p><u>Quarter 2</u> (October, November, December 2026) due no later than 01/10/2027</p> <p><u>Quarter 3</u> (January, February, March 2027) due no later than 04/10/2027</p> <p><u>Quarter 4</u> (April, May, June 2027) due no later than 07/10/2027</p>
<b>Total Budget</b>		<b>\$350,000.00</b>	



Michelle Lujan Grisham  
Governor

Gina DeBlassie  
Cabinet Secretary

New Mexico Department of Health

Date: 05/18/2026

Agency 66500  
Supplier name: City of Santa Fe  
Supplier number: 0000054360  
SHARE Billing Location: 97  
SHARE Ship to Location: 97  
Department Code: ZG1016

Contract Type: IGA

This funding string below is being provided as certification that funds have been set aside for the proposed contract for ASD contract staff to create the purchase order and Contract Module.

Total compensation of Contract: \$350,000.00

Brief description of Service: The City of Santa Fe, in partnership with Santa Fe County, will initiate phase two of their Youth Community Violence Intervention pilot program, expand the work of their Youth ARISE program and community-based partner programs, as well as coordinate and administrate a data specialist to work with Santa Fe Police on the analysis and use of their shot spotter technology.

Complete necessary fields per your budgetary requirements. Add rows as needed. Must have total of all funding sources.

Split funding: No.

Note: If contract crosses fiscal years only include the amounts for the current fiscal year purchase order.

Merchandise Amount	Fund	Dept	*Account	Sub Acct	Rpt Cat	PC Bus Unit	Project	Activity	Oper Unit	Bud Ref	Class
\$350,000.00	06101	ZG1016	547400			66500		DIRECT	20112300	92248	K1016

Highlight **ONE** Below, if no PO will be processed.

Direct Pay/Policy Exemption  
OPR  
Non-Monetary

**Approved by Authorized Funding Department:**

Approved By: (type in name/title of individual)	Signature:	Date:
Alexander Cutler, Gun Violence Prevention	<i>Alexander Cutler</i>	05/18/2026
Kathleen Maese, Injury & Violence Prevention Section Manager	<i>Kathleen R. Maese</i>	05/18/2026



# City of Santa Fe New Mexico

## Finance Department

### Project Ledger Request Form



Date of Request: 6/23/26

Project Title: NMDOH Violence Intervention Grant FY27

Project Type:  CIP  Grant  Internal Tracking

Department: Community Services Project Manager: Sierra Vigil-Trujillo Ext: 6824

Project Date Range: 7/1/26 to 6/30/27  Create Fixed Asset

Project ID: YFD2722300

Grant ID: S2702

Approved By: ERIKA LUJAN  
ERIKA LUJAN (Jun 25, 2026 09:43:08 MDT)

*CMT* (Finance Use Only)

Multi-Funding (complete all funding sources, should equal 100%)

Funding Source: NMDOH IGA 27 IGA 3050 00036 % of Funding: 100

MUNIS ORG: 2230123 MUNIS OBJ: 490180 Awarded Amount: \$350,000.00

Funding Source: \_\_\_\_\_ % of Funding: \_\_\_\_\_

MUNIS ORG: \_\_\_\_\_ MUNIS OBJ: \_\_\_\_\_ Awarded Amount: \_\_\_\_\_

#### **Expense String Phase:**

A project must have at least one phase identified, this can be used as an additional level of tracking, for example, CIP - Design, Construction, etc. For Grants can be used as reimbursable types, such as transportation, salaries.

(You can create more than one phase and you can default MUNIS ORGs and OBJs, optional)

Phase: Grants & Services MUNIS ORG: 2230123 MUNIS OBJ: 510400

#### **Grants Only (list all grants if applicable):**

Grantor Name: NMDOH IGA# 27-3050-0036 Awarded Amount: 350000.00

AR Charge Code: 2230123.490180  Grant funds multiple projects  
(Complete a form for each project)

Grantor Id: 700003 Federal CFDA (if applicable): N/A

Grantor Name: \_\_\_\_\_ Awarded Amount: \_\_\_\_\_

AR Charge Code: \_\_\_\_\_  Grant funds multiple projects  
(Complete a form for each project)

Grantor Id: \_\_\_\_\_ Federal CFDA (if applicable): \_\_\_\_\_

*(If grants please provide all grant award documents with form)*  Attached Grant Documentation






# YFD2722300 NMDOH VIF GRANT FY27-350K

Final Audit Report

2026-06-25

Created:	2026-06-23
By:	Cathy Thompson (cmthompson@santafenm.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAA9jfixFqGgxTyvDkfOwoH2DC46Ea8larE
Documents:	YFD2722300 NMDOH VIF GRANT FY27-350K.pdf (1 page)
Number of Documents:	1
Document page count:	1
Number of supporting files:	0
Supporting files page count:	0

## "YFD2722300 NMDOH VIF GRANT FY27-350K" History

-  Document created by Cathy Thompson (cmthompson@santafenm.gov)  
2026-06-23 - 9:55:47 PM GMT- IP address: 63.232.20.2
-  Document emailed to ERIKA LUJAN (evlujan@santafenm.gov) for signature  
2026-06-23 - 9:56:34 PM GMT
-  Email viewed by ERIKA LUJAN (evlujan@santafenm.gov)  
2026-06-23 - 10:27:43 PM GMT- IP address: 104.47.65.254
-  Document e-signed by ERIKA LUJAN (evlujan@santafenm.gov)  
Signature Date: 2026-06-25 - 3:43:08 PM GMT - Time Source: server- IP address: 63.232.20.2 - Signature Appearance Selected: TYPE
-  Agreement completed.  
2026-06-25 - 3:43:08 PM GMT

