

**TITLE 2 PUBLIC FINANCE**  
**CHAPTER 91 GRANTS**  
**PART 3 REVIEW AND SELECTION FOR ANIMAL WELFARE FUND PROGRAM PROJECTS**

**2.91.3.1 ISSUING AGENCY:** New Mexico Department of Finance and Administration.  
[2.91.3.1 NMAC - N, 07/1/2025]

**2.91.3.2 SCOPE:** This rule applies to eligible applicants applying for financial assistance from the animal welfare program fund, including municipalities, counties, Indian nations, tribes, and pueblos, and qualifying nonprofit organizations within the state of New Mexico.  
[2.91.3.2 NMAC - N, 07/1/2025]

**2.91.3.3 STATUTE AUTHORITY:** This rule is created by Subsection E of Section 9-6-5 NMSA (1978).  
[2.91.3.3 NMAC - N, 07/1/2025]

**2.91.3.4 DURATION:** Permanent.  
[2.91.3.4 NMAC - N, 07/1/2025]

**2.91.3.5 EFFECTIVE DATE:** July 1, 2025, unless a later date is cited at the end of the section.  
[2.91.3.5 NMAC - N, 07/1/2025]

**2.91.3.6 OBJECTIVE:** The purpose of this rule is to establish procedures for the administration, application, review, award, and oversight of the animal welfare program fund to support eligible animal welfare projects.  
[2.91.3.6 NMAC - N, 07/1/2025]

**2.91.3.7 DEFINITIONS:**

**A. “Animal”** refers to species that humans have selectively bred over many generations to thrive in captivity and adapt to human care, such as cats or dogs.

**B. “Department”** refers to the department of finance and administration, including all its corresponding divisions.

**C. “Eligible entity”** refers to a municipality, county, Indian nation, tribe, pueblo, or nonprofit organization that is in good standing with the New Mexico department of justice.

**D. “Equipment and Supplies”** means vehicles, equipment and tools, computer hardware and software, training materials, and supplies that are necessary and directly related to supporting animal welfare.

**E. “Fund”** refers to the animal welfare program fund established by House Bill 113 of the 2025 legislative session.

**F. “Project”** refers to a proposed initiative aimed at improving the welfare of cats and dogs, eligible for funding under the animal welfare program.

**G. “Underserved communities”** refers to geographic areas or populations that face barriers to access or have limited availability of animal welfare services. These may include, but are not limited to:

(1) Rural or frontier areas with few or no animal shelters, veterinary clinics, or animal control services.

(2) Low-income communities, including those with high rates of poverty, where residents may lack the resources to obtain basic animal care.

(3) Indian nation, tribal, or pueblo lands, where jurisdictional complexity or historical underfunding has limited access to animal services.

(4) Areas with high stray animal populations, shelter overcrowding, or elevated euthanasia rates.

(5) Communities historically excluded from state or federal funding for animal welfare initiatives.

[2.91.3.7 NMAC - N, 07/1/2025]

**2.91.3.8 APPLICATION PROCESS REQUIREMENTS:**

**A.** The department will announce funding availability each year, depending on appropriations.

**B.** Applications must be submitted in the format prescribed by the department. Applications for funding must include:

- (1) description of the project and its objectives;
- (2) a detailed budget and justification for the project;
- (3) a completion timeline with a procurement plan and proposed project milestones;
- (4) demonstration of the organization's ability to manage the project and adhere to state legal requirements;
- (5) a description of internal controls that help management or employees prevent, detect, and correct issues timely during their assigned functions.

[2.91.3.8 NMAC - N, 07/1/2025]

**2.91.3.9 PROJECT REQUIREMENTS:** Eligible projects must be consistent with one or more of the following:

- A.** Controlling loose or stray dogs and managing costs through humane measures.
- B.** Enforcement of animal cruelty and neglect laws.
- C.** Reduce intake at animal shelters through community outreach, pet retention services, and diversion programs.
- D.** Ensuring accessible spay and neuter services for the public.
- E.** Providing temporary housing and care for stray animals seized by animal control authorities.
- F.** Development and distribution of public educational materials on animal welfare.

[2.91.3.9 NMAC - N, 07/1/2025]

**2.91.3.10 REVIEW AND AWARD PROCESS:**

- A.** Each application will be evaluated based on the following criteria (total 100 points):
  - (1) alignment with program objectives (30 points);
  - (2) demonstrated need and community impact (25 points);
  - (3) organization capacity and experience (20 points);
  - (4) project feasibility and cost-effectiveness (15 points);
  - (5) monitoring and evaluation plan (10 points).
- B.** The department may establish a review committee composed of a subject matter experts in animal welfare, public finance, and program evaluation to evaluate applications.
- C.** Priority will be given to projects that serve underserved communities and high-need areas.
- D.** Award notifications will detail funding amounts, reporting obligations, special conditions, and any other usage limitations.

[2.91.3.10 NMAC - N, 07/1/2025]

**2.91.3.11 REPORTING AND COMPLIANCE:**

- A.** Applicants awarded grants must submit quarterly reports detailing progress toward project milestones, grant expenditure, and reimbursement projections.
- B.** All awarded funds must be expended within two years of the award date.
- C.** Failure to comply may result in suspension, termination, repayment of funds, and disqualification from future awards.

[2.91.3.11 NMAC - N, 07/1/2025]

**2.91.3.12 SEVERABILITY:** If any provision of this rule is found to be invalid, the remaining portions shall remain in effect.

[2.91.3.13 NMAC - N, 07/1/2025]

**HISTORY OF 2.91.3 NMAC - [RESERVED]**