



**STATE OF NEW MEXICO
INDIAN AFFAIRS DEPARTMENT**

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NEW MEXICO INDIAN AFFAIRS DEPARTMENT ADMINISTRATION LETTER

Date: June 1, 2021
Issued: Fiscal Year End Final Payments/ Prior Year
To: All Tribes, Nations, and Pueblos

Subject:

Regarding the submission of end of year payments, late payments and their eligibility for reimbursement for Capital Outlay, Tribal Infrastructure Fund and General Fund Special Appropriations.

Purpose:

This Administration Letter provides clarity regarding the end of year process and any prior year payment submissions.

Prior Year Payments:

In recent years, there have been varying efforts and initiatives taken by the New Mexico Indian Affairs Department (“IAD”) to resolve issues associated with prior year payments. Please be advised that IAD **WILL NOT** accept any invoices after **July 15, 2021**, with an invoice date of **July 1, 2020 thru June 30, 2021**. **NO** requests for payment will be accepted for *any past fiscal years (FY20. FY19...etc.)*. When a grantee does not seek reimbursement for services rendered in each fiscal year, the grantee will not be reimbursed for those unreimbursed expenditures.

Current Year Payments Eligibility and Processing:

Requests for Payment shall be submitted by the Grantee to IAD on July 15, 2021, or earlier for all unreimbursed expenditures incurred during the previous state Fiscal Year 2021 (July 1, 2020- June 30, 2021). **ONLY** at the end of the fiscal year does IAD allow a grace period to receive all the documents needed for processing of FY21. IAD will need to receive in our office a **“Good Faith”** list of all pending FY21 payment requests that may not be complete by July 15th (typically pending copy of deposited check or ACH) or complete Request for Payment packets by **July 15, 2021**, to ensure payment can be made for FY21.

Please confirm to me by email whether your tribal government intends to submit a good faith list or will not be submitting a list. IAD is requesting an email response for its records.

If you have any questions related to the above information, please reach out to me at chandler.kahawai@state.nm.us or (505) 660-7270.

Respectfully,

Chandler Kahawai

Chandler Kahawai
Chief Financial Officer

Service · Respect · Community