

COUNTY OF LOS ALAMOS
GRANT ANALYSIS AND FINANCIAL MATRIX FORM

Instructions: This form is to be completed and submitted for review and approval *prior* to applying for any grant on behalf of the County of Los Alamos.

Check Only One: Initial ☐ Updated ☒

GRANT APPLICANT:

Name of Department: Public Works Department
Name of Department Head: Eric Martinez
Person Completing This Form: Louise Romero Email: lb.romero@lacnm.us Phone #: 8145

GRANT INFORMATION:

Check Only One: Federal Direct ☐ Federal Indirect ☐ State ☒ Private Foundation ☐
Name of Granting Agency: NMDOT - Aviation Division
Program Name or Title: NMDOT Grant No. LAM-24-02 & Pending Amendment
Application Submission Deadline: TBD
Federal ALN Number (if applicable): N/A

GRANT APPLICATION AMOUNT:

Grant Share: \$ 400,455 County Share: \$ Total: \$ 400,455
Estimated Date for Notice of Award (if awarded): TBD

GRANT WRITING SERVICES:

Do you intend to utilize Grant Writing Services currently under contract with the County?
Yes ☒ No ☐ If yes, what is the estimated cost?
Note: The cost of grant writing services will be charged to your Department.

Review and Signature Approvals

Department Head: Eric Martinez 7/31/2025
Other Department Head (if applicable):
Finance Grants Manager: [Signature] 7/31/2025
Budget Manager: Erika Thomas 7/31/2025
Chief Financial Officer: Beatrice Odeyator or Melissa Dadzie 7/31/2025
County Manager: Anne W. Laurent 8/1/2025
Date to Council for Approval (if applicable): August 5, 2025

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- A. Describe the purpose of the grant and what will be accomplished:

The Airport was awarded a \$1.5 million grant in August 2023.
In July 2025, the Airport Manager was notified that an additional \$400,455 in grant funding is available to help offset approximately 50% of the projects construction cost increase due to inflation.

- B. Grant/Project Budget:

Expense Type	Grant Share	County Share	Other	Total
Operational	\$	\$		
Outside Services	\$	\$		
Capital Outlay	\$ 400,455	\$	400,455	800,910
TOTAL	\$ 400,455	\$	400,455	800,910

- C. Source of County Share/Other Financing Sources:

Budget revision 2026-03 concurrently in process.

- D. Do you currently have budget authority? Yes ☐ No ☒
- E. Will a budget revision be required if grant awarded? Yes ☒ No ☐
- F. Do the resources exist in your department to accomplish the goals of the grant? Yes ☒ No ☐
- G. Will resources (\$ or people) from another department be required? Yes ☐ No ☒
If yes, describe:

- H. Frequency of reporting requirement: Monthly ☐ Quarterly ☒ Annually ☐
- I. Frequency of pay requests for reimbursement: Monthly ☐ Quarterly ☒ Annually ☐
- J. What, if anything, is the County's obligation (personnel or \$) beyond the life of the grant?

Hangar Maintenance

- K. Is the County the final recipient of the grant proceeds or will there be a sub-recipient?

Check only one: County will be the final recipient ☒ There will be a sub-recipient ☐
If sub-recipient, please describe:

- L. Who within the department will have responsibility for this grant?

Grant/Project Manager: Gary Goddard

Programmatic Reporting: Gary Goddard

Financial Reporting: Gary Goddard and David Griego