

MICHELLE LUJAN GRISHAM
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STATE OF NEW MEXICO
DEPARTMENT OF FINANCE AND ADMINISTRATION
LOCAL GOVERNMENT DIVISION
Bataan Memorial Building ♦ 407 Galisteo St. ♦ Suite 202 ♦ Santa Fe, NM 87501
PHONE (505) 827-4950 ♦ FAX (505) 827-4948

August 13, 2021

VIA EMAIL

Harry Burgess
Los Alamos County Manager
1000 Central Ave, Suite 350
Los Alamos, NM 87544
lacmanager@lacnm.us

Dear Mr. Burgess:

This letter serves as the **Distribution Invoice for Repayment** and to advise you that the Local Driving While Intoxicated (LDWI) Project No. 21-D-D-16 is hereby formally closed.

The LDWI Distribution closeout is based on the following:

- 1) Our review and approval of the final report and other related items required for closeout.
- 2) Our review and approval of the final distribution financial status report and the backup documentation.
- 3) The final Fiscal Year 2021 distribution total was **\$78,855.09**
- 4) The final Fiscal Year 2021 expenditure total was **\$58,399.95**

We request that you return the unused portion of the distribution in the amount of **\$20,455.14** to the attention of Julie Krupcale, LDWI Bureau Chief at the following address:

**Bataan Memorial Building
Local Government Division Room 201
407 Galisteo St.
Santa Fe New Mexico 87501**

The check is to be made payable to the **Department of Finance and Administration LDWI Fund** and **must** be received in our office no later than **September 30, 2021**. A copy of this letter needs to be included with the check to ensure proper accounting of these funds. The County will **not** be eligible to receive the reverted funds in Fiscal Year 2022 if the reversion check is not received by September 30, 2021 and future distributions may be withheld.

All records related to these funds must adhere to the State Records Center and Archives Rule for Functional Retention and Disposition Schedule, 1.21.2 NMAC.

During the April 21, 2021 LDWI Grant Council Meeting, the DWI Grant Council gave approval to allow eligible fiscal agents to receive the reverted Fiscal Year 2021 LDWI distribution funds in the Fiscal Year 2022 LDWI Grant. Los Alamos County is eligible to receive \$20,455.14. To receive these funds, the county DWI Program must complete the Distribution Reversion Funding Application.

The application is included in this correspondence and is also posted on the DFA website at http://www.nmdfa.state.nm.us/Special_Programs_Bureau.aspx. The application, with digital or wet signatures, must be emailed or mailed to the LDWI Bureau Chief, Julie Krupcale, at the Department of Finance and Administration, Local Government Division (LGD) no later than **5:00 PM on Thursday, September 30, 2021**. If your application is not received by the due date, your reverted distribution will return to the LDWI Fund. Applications will be reviewed by LDWI Program Managers and recommendations will be prepared for the DWI Grant Council based on past performance and the proposed use of these reverted distribution funds.

If you have any questions regarding this matter, please contact April Marie Moya, LDWI Program Manager at April.salazar2@state.nm.us.

Sincerely,



Julie M. Krupcale, Bureau Chief
Local Government Division
Julie.Krupcale@state.nm.us

Enclosure

cc: Donna Casados, Los Alamos County DWI Coordinator