

KEEP NEW MEXICO TRUE

FY26 NEW MEXICO CLEAN & BEAUTIFUL BUDGET AMENDMENT REQUEST FORM

► **Instructions:** Please complete both 'MOVE TO' and 'MOVE FROM' sides of this form, respond to narrative questions, sign, and date the form. Submit the completed form to NMTD for review via your Survey Monkey Apply account.

► **Definitions**

- **Objective:** The project listed on your Project Award Schedule, Exhibit A of your Grant Agreement.
- **Current Allocation:** The amount awarded on your Project Award Schedule, Exhibit A of your Grant Agreement.
- **Amount Spent:** The amount you have already spent or intend to keep in the current line-item/project.
- **Requested Allocation:** The amount you intend to keep or are requesting be moved within a certain line item/objective.

Name of Awarded Entity: City, County, Pueblo, School, Town, Village of XXX

Date: 9/11/2025

MOVE FROM						MOVE TO				
Goal #	Objective	Current Allocation	Amount Spent	Requested Allocation	Amount Moved	Goal #	Objective	Current Allocation	Requested Allocation	Amount Moved
1	1.2 Community Clean-up Event	\$6,000.00	\$5,000.00	\$5,000.00	-\$1,000.00	1	1.3 Clean-up Activities	\$2,000.50	\$3,400.50	\$1,400.00
2	2.5 Recycling Container	\$1,000.00	\$0.00	\$0.00	-\$1,000.00	1	1.2 Pet Waste Stations	\$0.00	\$2,200.00	\$2,200.00
5	5.3 KAB Annual Conference	\$2,200.00	\$0.00	\$0.00	-\$2,200.00	3	3.2 Pollinator Garden	\$2,000.00	\$2,100.00	\$100.00
					\$0.00	3	3.3 Community Mural Projects	\$1,000.00	\$1,500.00	\$500.00
					\$0.00					\$0.00
Total Amount Moved FROM:					-\$4,200.00	Total Amount Moved TO:				\$4,200.00

NARRATIVE QUESTIONS
1. Why is this amendment being requested?
Last week, we were notified that our local waste management company will donate waste and recycling containers for our community clean-up events. We were also granted funding for the KAB Annual Conference, but our staff has a prior commitment that conflicts with the conference dates.
2. Why are you requesting to move funds from this specific funded objective?
1.2 Community Clean-up Event: Our local waste management company was kind to donate waste containers and we have some amount of funding leftover. 2.5 Recycling Container: Our local waste management company was also kind to donate a recycling container, and we did not need the funding we were allocated for. 5.3 KAB Annual Conference: Our staff has commitments that unfortunately have taken precedent during the time of the conference. We are not able to attend this year.
3. Why are you requesting to move funds to another specific objective?
1.2 Pet Waste Stations: Our community has seen a need for additional pet waste stations in our parks and walking trails. 1.3 Clean-up Activities: There has been a growing popularity in our clean-up events within the community and we have seen additional need for more supplies. 3.2 Pollinator Garden: We have seen a need for more flowers to populate our pollinator garden. 3.3 Community Mural Projects: Our mural project has grown in size and popularity with community involvement and we will need additional supplies.
4. What do you intend to purchase or accomplish with this request?
1.2 Pet Waste Stations: We intend to purchase three pet waste stations- 2 at the walking trail entrance and exit and 1 in the main park. 1.3 Clean-up Activities: We intend to purchase gloves and bags. 3.2 Pollinator Garden: We intend to purchase more flora for the pollinator garden. 3.3 Community Mural Projects: We intend to purchase more paint and rollers for the mural.
5. Will all deliverables be met for all projects involved with this request?
Yes, all deliverables will be met as outlined in Exhibit A of our grant agreement. This includes all objectives from which funding was moved from as well all objectives to which funding was moved to.
* Were new projects proposed due to a change in the original project's feasibility? If yes, please submit a SOW for all new projects.
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Approved by Grantee's Program Manager:	
Jane Doe	
Program Manager Name (typed)	Program Manager Signature
Approved by NMTD Tourism Development Division Director:	
	Date: