

**Offeror Questions and ATJFGC Responses
ATJFGC 2026-2027 RFP**

- 1. Can you please specify the total amount of grant funds that will be awarded through this RFP for use in 2026-2027?**

Response:

The total amount of grant funding to be awarded through this RFP for the 2026–2027 cycle has not yet been finalized. We anticipate having a confirmed funding amount by early March.

- 2. What do you consider the difference between the manager of the project and staff?**

Response:

There are no specific rules in this grant defining the difference between the project manager and staff. This should be handled according to the organization’s usual practices.

- 3. If an organization is not required to have audited financials, will the latest Form 990 be acceptable?**

Response:

If the organization is not required to have audited financial statements, they must provide an explanation of why audited financials are not required and submit their most recent Form 990.

- 4. Can you provide an example of what you would like to see to satisfy this requirement: *Copy of document generated from the NM Attorney General's COROS website or copy of a current charitable registration document generated from the Attorney General's Office website of the state in which the organization is located?***

Response:

Below is an example of a New Mexico Charitable Organization Registration Statement (COROS) generated from the New Mexico Department of Justice (formerly the Office of the Attorney General) website.

Reminder: Applicants must provide all required documents listed on the Certifications and Signature Page. If a document has a check mark next to it, it **must** be included with the application. Incomplete applications will be rejected.



New Mexico Charitable Organization Registration Statement

Tax Year [REDACTED] fiscal period beginning [REDACTED]

Status is Registration Submitted [REDACTED]

For up to date status information, visit [REDACTED]

Charity Name: [REDACTED]

FEIN: [REDACTED]

Website Address: [REDACTED]

E-Mail Address: [REDACTED]

Fiscal Year End Month: [REDACTED]

Incorporated: [REDACTED]

Organization Type: [REDACTED]

Establish Date: [REDACTED]

Other Names for Charity: [REDACTED]

New Mexico Department of Justice
201 Third St. NW, Suite 300
Albuquerque, NM 87102
(505) 717-3500 or 1-844-255-9210

Registry of Charitable Organizations
charity.registrar@nmaq.gov

NMAG.GOV

5. **On page 9 of the Request for Proposals, I see the instructions for submitting the proposal electronically or in person. There is no mention of need to mail the original cover and signature pages. In prior grant years the instructions said to: "Mail original cover page and signed signature page to the ATJFG Administrator."**

Can you please confirm that we do not need to mail in originals of the cover and signature pages this year?

Response:

That is correct; you do **not** need to mail in originals of the cover and signature pages.

6. **We have 2024 fiscal year information (COROS, 990) because we have not yet filed for 2025. Are those 2024 certificates acceptable?**

Response:

Yes, the 2024 certificates will be accepted.

7. **Last year, a question was asked about how and where to provide information about the attorneys working on the project and their experience. I'm wondering if that response still applies this year. Specifically, is it allowable to include brief information about our attorneys in the "Staff" section of the narrative and provide a more detailed attachment describing their qualifications that would not count toward the six-page narrative limit?**

Response:

Information for each attorney may be included within the narrative and does not require submission on a separate page. However, if you choose to provide this information on a separate page, the narrative itself must still comply with the six (6) page limit.

8. **On the required Signature Page, we are given the following instructions: *Place a check to the right of each statement to indicate your organization has the required document(s) A., B., and C. attached to the project application and document(s).***

Document B is described as:

B. For each attorney working on each project: Name; date graduated from law school; brief summary of experience; and either NM Bar Number or date that bar exam was, or will be, taken.

Can you please clarify that we should submit both a brief overview in the narrative (within the 6-page max) and a separate attachment with the detailed information requested as "Document B" which is not included in the 6-page max?

Response:

Yes, you are correct—Document B, like Documents A and C, does not count toward the six-page limit. You may include a brief overview of attorney staffing within the Narrative; however, the detailed information required for Document B should be submitted as a separate attachment.

9. In the Project Budget Detail, it states:

Justification for All Other Cost Categories: Provide a brief explanation of any costs that are higher than those typically found in NM legal aid programs. In particular, provide justification for any purchases of equipment, for any out-of-state travel, or for any higher than usual overhead costs. See the Request for Proposals for more guidance. In addition show 1) total 2026-27 expected funding from all sources, including the amount requested in this application; 2) total 2026-27 expected overhead and administrative costs; 3) amounts requested in this application as a percentage of total expected 2026-27 funds; and 4) administrative and overhead costs requested as a percentage of all expected 2026-27 administrative and overhead cost.

Where and how do we show the percentages?

Response:

The percentages referenced above may be included in the Project Budget Summary worksheet, rather than in the Project Budget Detail.