

**DFA CAPITAL OUTLAY BUREAU  
CAPITAL APPROPRIATION FREEZE EXCEPTION REQUEST FORM**

Please answer the following questions and provide the requested documentation for the appropriation for which your State Agency is requesting an exception to Governor Richardson’s Capital Appropriation Freeze.

**Submit a separate form for each appropriation.**

1. What is the DFA project identification number for the appropriation?  
\_\_\_\_\_
2. Indicate the statutory citation of the appropriation (e.g., Laws \_\_\_\_, Ch. \_\_\_\_, Section \_\_\_\_, Subsection \_\_\_\_): \_\_\_\_\_
3. Provide the language of the appropriation: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
4. What is the funding source for the appropriation, General Fund (GF) or Severance Tax Bonds (STB)? \_\_\_\_\_
5. What is the current unexpended balance of the appropriation? \_\_\_\_\_
6. Are there other state capital outlay appropriations that relate to the same project? If yes, please identify the DFA project identification number for each such appropriation?  
\_\_\_\_\_  
\_\_\_\_\_
7. If applicable, provide contact name, phone number, and email address of contact for grantee of state agency:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
8. Are there any binding financial obligations / contracts in place for this appropriation? Yes \_\_\_\_ or No \_\_\_\_

If yes, please submit copies of and provide the following details for each contract (attach additional pages as necessary):

<b>Contract Term (i.e., Effective Date and Termination Date)</b>	<b>Amount of <u>Contract</u></b>	<b>Amount of Appropriation Needed to <u>Fund Contract</u></b>	<b>Difference Between Contractual Amount and Amount of Appropriation Needed to <u>Fund Contract</u></b>	<b>Amount of Appropriation Expended Under <u>Contract</u></b>	<b>Brief Description of Contractual Obligation (e.g., <u>Construction</u>)</b>



