



New Mexico Institute of Mining and Technology

CASB DS-2 FOR EDUCATIONAL INSTITUTIONS

**COST ACCOUNTING STANDARDS BOARD
DISCLOSURE STATEMENT
REQUIRED BY PUBLIC LAW 100-679
EDUCATIONAL INSTITUTIONS**

GENERAL INSTRUCTIONS

1. This Disclosure Statement has been designed to meet the requirements of Public Law 100-679, and persons completing it are to describe the educational institution and its cost accounting practices. For complete regulations, instructions and timing requirements concerning submission of the Disclosure Statement, refer to Section 9903.202 of Chapter 99 of Title 48 CFR (48 CFR 9903).

2. Part I of the Statement provides general information concerning each reporting unit (e.g., segments, business units, and central system or group (intermediate administration) offices). Parts II through VI pertain to the types of costs generally incurred by the segment or business unit directly performing under Federally sponsored agreements (e.g., contracts, grants and cooperative agreements). Part VII pertains to the types of costs that are generally incurred by a central or group office and are allocated to one or more segments performing under Federally sponsored agreements.

3. Each segment or business unit required to disclose its cost accounting practices should complete the Cover Sheet, the Certification, and Parts I through VI.

4. Each central or group office required to disclose its cost accounting practices for measuring, assigning and allocating its costs to segments performing under Federally sponsored agreements should complete the Cover Sheet, the Certification, Part I and Part VII of the Disclosure Statement. Where a central or group office incurs the types of cost covered by Parts IV, V and VI, and the cost amounts allocated to segments performing under Federally sponsored agreements are material, such office(s) should complete Parts IV, V, or VI for such material elements of cost. While a central or group office may have more than one reporting unit submitting Disclosure Statements, only one Statement needs to be submitted to cover the central or group office operations.

5. The Statement must be signed by an authorized signatory of the reporting unit.

6. The Disclosure Statement should be answered by marking the appropriate line or inserting the applicable letter code which describes the segment's (reporting unit's) cost accounting practices.

7. A number of questions in this Statement may need narrative answers requiring more space than is provided. In such instances, the reporting unit should use the attached continuation sheet provided. The continuation sheet may be reproduced locally as needed. The number of the question involved should be indicated and the same coding required to answer the questions in the Statement should be used in presenting the answer on the continuation sheet. Continuation sheets should be inserted at the end of the pertinent Part of the Statement. On each continuation sheet, the reporting unit should enter the next sequential page number for that Part and, on the last continuation sheet used, the words "End of Part" should be inserted after the last entry.

COST ACCOUNTING STANDARDS BOARD DISCLOSURE STATEMENT REQUIRED BY PUBLIC LAW 100-679 EDUCATIONAL INSTITUTIONS	GENERAL INSTRUCTIONS
<p>8. Where the cost accounting practice being disclosed is clearly set forth in the Institution's existing written accounting policies and procedures, such documents may be cited on a continuation sheet and incorporated by reference. In such cases, the reporting unit should provide the date of issuance and effective date for each accounting policy and/or procedures document cited. Alternatively, copies of the relevant parts of such documents may be attached as appendices to the pertinent Disclosure Statement Part. Such continuation sheets and appendices should be labeled and cross-referenced with the applicable Disclosure Statement item number. Any supplementary comments needed to fully describe the cost accounting practice being disclosed should also be provided.</p> <p>9. Disclosure Statements must be amended when disclosed practices are changed to comply with a new CAS or when practices are changed with or without agreement of the Government (Also see 48 CFR 9903.202-31).</p> <p>10. Amendments shall be submitted to the same offices to which submission would have to be made were an original Disclosure Statement being filed.</p> <p>11. Each amendment should be accompanied by an amended cover sheet (indicating revision number and effective date of the change) and a signed certification. For all resubmissions, on each page, insert "Revision Number <input type="text"/>" and "Effective Date <input type="text"/>" in the Item Description block; and, insert "Revised" under each Item Number amended. Resubmitted Disclosure Statements must be accompanied by similar notations identifying the items which have been changed.</p> <p style="text-align: center;">ATTACHMENT - Blank Continuation Sheet</p>	

**COST ACCOUNTING STANDARDS BOARD
DISCLOSURE STATEMENT
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EDUCATIONAL INSTITUTIONS**

**COVER SHEET AND CERTIFICATION
New Mexico Institute of Mining and Technology**

0.1	Educational Institution (a) Name: New Mexico Institute of Mining and Technology (b) Street Address: 801 Leroy Place (c) City, State, and ZIP Code: Socorro, NM 87801 (d) Division or Campus of (if applicable):
0.2	Reporting Unit is: (Mark one.) A. <input checked="" type="checkbox"/> Independently Administered Public Institution B. <input type="checkbox"/> Independently Administered Nonprofit Institution C. <input type="checkbox"/> Administered as Part of a Public System D. <input type="checkbox"/> Administered as Part of a Nonprofit System E. <input type="checkbox"/> Other (Specify) _____
0.3	Official to Contact Concerning this Statement: (a) Name and Title: Richard Cervantes, CPA VP for Administration and Finance (b) Phone Number (575) 835-5606
0.4	Statement Type and Effective Date: CASB DS-2; July 1, 2006 A. Mark type of submission. (If a revision, enter number) a) <input type="checkbox"/> Original Statement b) <input checked="" type="checkbox"/> Amended Statement; Revision No.4 Modification 0 B. Effective Date of this Statement: (Specify) <u>July 1, 2024</u>
0.5	Statement Submitted To (Provide office name, location and telephone number, include area code and extension): A. Cognizant Federal Agency: <u>Office of Naval Research</u> <u>Indirect Cost Branch</u> <u>(703) 696-5755</u> B. Cognizant Federal Auditor: <u>Defense Contract Audit Agency</u> <u>Albuquerque Branch Office</u> <u>(505) 248-5000</u>

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**COST ACCOUNTING STANDARDS BOARD
DISCLOSURE STATEMENT
REQUIRED BY PUBLIC LAW 100-679
EDUCATIONAL INSTITUTIONS**

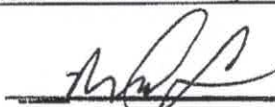
**COVER SHEET AND CERTIFICATION
New Mexico Institute of Mining and Technology**

CERTIFICATION

I certify that to the best of my knowledge and belief this Statement, as amended in the case of a Revision, is the complete and accurate disclosure as of the date of certification shown below by the above-named organization of its cost accounting practices, as required by the Disclosure Regulations (48 CFR 9903.202) of the Cost Accounting Standards Board under 41 U.S.C. § 422.

Date of Certification and Submittal: March 14, 2025

②



(Signature)

Richard Cervantes, CPA
(Print or Type Name)

Vice President for Administration and Finance.
(Title)

THE PENALTY FOR MAKING A FALSE STATEMENT IN THIS DISCLOSURE IS PRESCRIBED
IN
18 U.S.C. § 100

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COST ACCOUNTING STANDARDS BOARD DISCLOSURE STATEMENT REQUIRED BY PUBLIC LAW 100-679 EDUCATIONAL INSTITUTIONS		PART I - GENERAL INFORMATION NAME OF REPORTING UNIT <div style="border: 1px solid black; padding: 2px; width: 100%;">New Mexico Institute of Mining and Technology</div>
Item No.	Item description	
	Part I	
1.1.0	<p><u>Description of Your Cost Accounting System</u> for recording expenses charged to Federally sponsored agreements (e.g., contracts, grants and cooperative agreements) . (Mark the appropriate line(s) and if more than one is marked, explain on a continuation sheet.)</p> <p>A. <input type="checkbox"/> Accrual</p> <p>B. <input checked="" type="checkbox"/> Modified Accrual Basis <u>1/</u></p> <p>C. <input type="checkbox"/> Cash Basis</p> <p>Y. <input type="checkbox"/> Other <u>1/</u></p>	
1.2.0	<p><u>Integration of Cost Accounting with Financial Accounting.</u> The cost accounting system is: (Mark one. If B or C is marked, describe on a continuation sheet the costs which are accumulated on memorandum records.)</p> <p>A. <input type="checkbox"/> Integrated with financial accounting records (Subsidiary cost accounts are all controlled by general ledger control accounts.)</p> <p>B. <input type="checkbox"/> Not integrated with financial accounting records (Cost data are accumulated on memorandum records.)</p> <p>C. <input checked="" type="checkbox"/> Combination of A and B</p>	
1.3.0	<p><u>Unallowable Costs.</u> Costs that are not reimbursable as allowable costs under the terms and conditions of Federally sponsored agreements are: (Mark one)</p> <p>A. <input checked="" type="checkbox"/> Specifically identified and recorded separately in the formal financial accounting records. <u>1/</u></p> <p>B. <input type="checkbox"/> Identified in separately maintained accounting records or workpapers. <u>1/</u></p> <p>C. <input type="checkbox"/> Identifiable through use of less formal accounting techniques that permit audit verification. <u>1/</u></p> <p>D. <input type="checkbox"/> Combination of A, B or C <u>1/</u></p> <p>E. <input type="checkbox"/> Determinable by other means. <u>1/</u></p> <p><u>1/</u> Describe on a Continuation Sheet.</p>	

**COST ACCOUNTING STANDARDS BOARD
DISCLOSURE STATEMENT
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EDUCATIONAL INSTITUTIONS**

PART I - GENERAL INFORMATION

NAME OF REPORTING UNIT

New Mexico Institute of Mining and Technology

Item No.	Item description
1.3.1	Treatment of Unallowable Costs. (Explain on a continuation sheet how unallowable costs and directly associated costs are treated in each allocation base and indirect expense pool, e.g., when allocating costs to a major function or activity; when determining indirect cost rates; or, when a central office or group office allocates costs to a segment.)
1.4.0	Cost Accounting Period: <u>July 1 through June 30</u> (Specify the twelve month period used for the accumulation and reporting of costs under Federally sponsored agreements, e.g., 7/1 to 6/30. If the cost accounting period is other than the institution's fiscal year used for financial accounting and reporting purposes, explain circumstances on a continuation sheet.)
1.5.0	State Laws or Regulations. Identify on a continuation sheet any State laws or regulations which influence the institution's cost accounting practices, e.g., State administered pension plans, and any applicable statutory limitations or special agreements on allowance of costs.
1/ Describe on a Continuation Sheet.	

**COST ACCOUNTING STANDARDS BOARD
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EDUCATIONAL INSTITUTIONS**

**CONTINUATION SHEET
Part I**

NAME OF REPORTING UNIT
New Mexico Institute of Mining and Technology

Item No.	Item description
1.1.0	1.1.0 B. Expenses charged to federally sponsored agreements (contracts, grants and cooperative agreements) are recorded in the accounting system on a modified accrual basis which is a combination of cash basis and full accrual basis. This is a governmental accounting method where expenditures are recognized in the period in which the liability is incurred.
1.2.0	1.2.0 C. The cost accounting system is integrated with financial accounting records (subsidiary cost accounts are controlled by general ledger control accounts) with the exception of indirect costs on cost share funding provided by the university or waived F&A when used as cost share which is reported to the agency by memo entry (memorandum records).
1.3.0	1.3.0 A. Costs that are not reimbursable as allowable costs under the terms and conditions of federally sponsored agreements are identified by specific account codes (e.g. entertainment costs) or by specific fund (e.g. various auxiliary enterprises) referenced in 2 CFR 200 Appendix III Section A.1.d.
1.3.1	1.3.1 The treatment of unallowable costs within all allocation bases and within the indirect expense pools are reallocated to Other Institutional Activities. See document, "Reviewing for Federally Defined Allowable and Unallowable Costs" issued and effective October 16, 2019, Section V.B. and VI. A through I pp. 9-12 incorporated by reference.
1.5.0	<p>The State of New Mexico administers the Educational Retirement Board and sets the level of the Institute's contributions at a percentage of salaries and wages.</p> <p>The State of New Mexico sets equipment capitalization levels. Currently the base cost for capitalization is \$5000.</p>
	End of Part I

**COST ACCOUNTING STANDARDS BOARD
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PART II - DIRECT COSTS

NAME OF REPORTING UNIT

New Mexico Institute of Mining and Technology

**Item
No.**

Item description

Instructions for Part II

Institutions should disclose what costs are, or will be, charged directly to Federally sponsored agreements or similar cost objectives as Direct Costs. It is expected that the disclosed cost accounting practices (as defined at 48 CFR 9903.302-1) for classifying costs either as direct costs or indirect costs will be consistently applied to all costs incurred by the reporting unit.

2.1.0 Criteria for Determining How Costs are Charged to Federally Sponsored Agreements or Similar Cost Objectives. (For all major categories of cost under each major function or activity such as instruction, organized research, other sponsored activities and other institutional activities, describe on a continuation sheet, your criteria for determining when costs incurred for the same purpose, in like circumstances, are treated either as direct costs only or as indirect costs only with respect to final cost objectives. Particular emphasis should be placed on items of cost that may be treated as either direct or indirect costs (e.g., Supplies, Materials, Salaries and Wages, Fringe Benefits, etc.) depending upon the purpose of the activity involved. Separate explanations on the criteria governing each direct cost category identified in this Part II are required. Also, list and explain if there are any deviations from the specified criteria.)

2.2.0 Description of Direct Materials. All materials and supplies directly identified with Federally sponsored agreements or similar cost objectives. (Describe on a continuation sheet the principal classes of materials which are charged as direct materials and supplies.)

2.3.0 Method of Charging Direct Materials and Supplies. (Mark the appropriate line(s) and if more than one is marked, explain on a continuation sheet.)

Direct Purchases for Projects are Charged to Projects at:

2.3.1

A.	<input type="checkbox"/>	Actual Invoiced Costs
B.	<input checked="" type="checkbox"/>	Actual Invoiced Costs Net of Discounts Taken
Y.	<input type="checkbox"/>	Other(s) 1/
Z.	<input type="checkbox"/>	Not Applicable

2.3.2 Inventory Requisitions from Central or Common, Institution-owned Inventory. (Identify the inventory valuation method used to charge projects):

A.	<input type="checkbox"/>	First In, First Out
B.	<input type="checkbox"/>	Last In, First Out
C.	<input checked="" type="checkbox"/>	Average Costs 1/
D.	<input type="checkbox"/>	Predetermined Costs 1/
V.	<input type="checkbox"/>	Other(s) 1/
Z.	<input type="checkbox"/>	Not Applicable

1/ Describe on a Continuation Sheet.

**COST ACCOUNTING STANDARDS BOARD
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EDUCATIONAL INSTITUTIONS**

PART II - DIRECT COSTS

NAME OF REPORTING UNIT

New Mexico Institute of Mining and Technology

**Item
No.**

Item description

2.4.0 Description of Direct Personal Services. All personal services directly identified with Federally sponsored agreements or similar cost objectives. (Describe on a continuation sheet the personal services compensation costs, including applicable fringe benefits costs, if any, within each major institutional function or activity that are charged as direct personal services.)

2.5.0 Method of Charging Direct Salaries and Wages. (Mark the appropriate line(s) for each Direct Personal Services Category to identify the method(s) used to charge direct salary and wage costs to Federally sponsored agreements or similar cost objectives. If more than one line is marked in a column, fully describe on a continuation sheet, the applicable methods used.)

Direct Personal Services Category
Faculty Staff Students Other 1/
(1) (2) (3) (4)

A. Payroll Distribution Method
(Individual time card/actual hours and rates)

☐ ☒ ☒ ☐

B. Plan - Confirmation (Budgeted, planned or assigned work activity, updated to reflect significant changes)

☐ ☐ ☐ ☐

C. After-the-fact Activity Records
(Percentage Distribution of employee activity)

☒ ☒ ☒ ☐

D. Multiple Confirmation Records
(Employee Reports prepared each academic term, to account for employee's activities, direct and indirect charges are certified separately.)

☐ ☐ ☐ ☐

Y. Other(s) 1/

☐ ☐ ☐ ☐

1/ Describe on a Continuation Sheet.

**COST ACCOUNTING STANDARDS BOARD
DISCLOSURE STATEMENT
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EDUCATIONAL INSTITUTIONS**

PART II - DIRECT COSTS

NAME OF REPORTING UNIT _____
New Mexico Institute of Mining and Technology

Item No.	Item description
2.5.1	<p>Salary and Wage Cost Distribution Systems.</p> <p>Within each major function or activity, are the methods marked in Item 2.5.0 used by all employees compensated by the reporting unit? (If "NO", describe on a continuation sheet, the types of employees not included and describe the methods used to identify and distribute their salary and wage costs to direct and indirect cost objectives.)</p> <p> <input checked="checked" type="checkbox"/> Yes <input type="checkbox"/> No </p>
2.5.2	<p>Salary and Wage Cost Accumulation System.</p> <p>(Within each major function or activity, describe, on a continuation sheet, the specific accounting records or memorandum records used to accumulate and record the share of the total salary and wage costs attributable to each employee's direct (Federally sponsored projects, non-sponsored projects or similar cost objectives) and indirect activities. Indicate how the salary and wage cost distributions are reconciled with the payroll data recorded in the institution's financial accounting records.)</p>
2.6.0	<p><u>Description of Direct Fringe Benefits Costs.</u> All fringe benefits that are attributable to direct salaries and wages and are charged directly to Federally sponsored agreements or similar cost objectives. (Describe on a continuation sheet all of the different types of fringe benefits which are classified and charged as direct costs, e.g., actual or accrued costs of vacation, holidays, sick leave, sabbatical leave, premium pay, social security, pension plans, post-retirement benefits other than pensions, health insurance, training, tuition, tuition remission, etc.)</p>
2.6.1	<p>Method of Charging Direct Fringe Benefits. (Describe on a continuation sheet, how each type of fringe benefit cost identified in Item 2.6.0. is measured, assigned and allocated (for definitions, See 9903.302-1); first, to the major functions (e.g., instruction, research); and, then to individual projects or direct cost objectives within each function.)</p>
2.7.0	<p><u>Description of Other Direct Costs.</u> All other items of cost directly identified with Federally sponsored agreements or similar cost objectives. (List on a continuation sheet the principal classes of other costs which are charged directly, e.g., travel, consultants, services, subgrants, subcontracts, malpractice insurance, etc.)</p>

COST ACCOUNTING STANDARDS BOARD DISCLOSURE STATEMENT REQUIRED BY PUBLIC LAW 100-679 EDUCATIONAL INSTITUTIONS		PART II - DIRECT COSTS	
		NAME OF REPORTING UNIT New Mexico Institute of Mining and Technology	
Item No.	Item description		
2.8.0	<u>Cost Transfers.</u> When Federally sponsored agreements or similar cost objectives are credited for cost transfers to other projects, grants or contracts, is the credit amount for direct personal services, materials, other direct charges and applicable indirect costs always based on the same amount(s) or rate(s) (e.g., direct labor rate, indirect costs) originally used to charge or allocate costs to the project (Consider transactions where the original charge and the credit occur in different cost accounting periods). (Mark one, if "No", explain on a continuation sheet how the credit differs from original charge.)		
	<div style="display: flex; justify-content: space-between;"> <div style="text-align: center;"> <input checked="checked" type="checkbox"/> Yes <input type="checkbox"/> No </div> </div>		
2.9.0	<u>Interorganizational Transfers.</u> This item is directed only to those materials, supplies, and services which are, or will be transferred to you from other segments of the educational institution. (Mark the appropriate line(s) in each column to indicate the basis used by you as transferee to charge the cost or price of interorganizational transfers or materials, supplies, and services to Federally sponsored agreements or similar cost objectives. If more than one line is marked in a column, explain on a continuation sheet.)		
	Materials (1)	Supplies (2)	Services (3)
A. At full cost <u>excluding</u> indirect costs attributable to group or central office expenses.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
B. At full cost <u>including</u> indirect costs attributable to group or central office expenses.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
C. At established catalog or market price or prices based on adequate competition.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Y. Other(s) 1/	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Z. Interorganizational transfers are not applicable	<input checked="checked" type="checkbox"/>	<input checked="checked" type="checkbox"/>	<input checked="checked" type="checkbox"/>
1/ Describe on a Continuation Sheet.			

COST ACCOUNTING STANDARDS BOARD DISCLOSURE STATEMENT REQUIRED BY PUBLIC LAW 100-679 EDUCATIONAL INSTITUTIONS		CONTINUATION SHEET Part II
		NAME OF REPORTING UNIT New Mexico Institute of Mining and Technology
Item No.	Item description	
2.1.0	<p>New Mexico Institute of Mining and Technology (NMIMT) follows the provisions of 2 CFR 200 to charge costs to federally sponsored agreements and similar cost objectives.</p> <p>The major functions of NMIMT are Instruction, Organized Research, Other Sponsored Activities, and Other Institutional Activities. Costs charged directly to these major functions and to federally sponsored projects and similar cost objectives include, but are not limited to, salaries and wages, fringe benefits, supplies and expenses, computer costs, travel, equipment, fabricated equipment costs, building construction costs, subrecipients and consultants, student aid, meetings and conferences, rental costs, facility support, work visas, cross campus consulting, and fixed fees. The Institute's costing policy and the criteria for determining whether costs incurred for the same purpose and in like circumstances are treated as direct costs is if those costs can be specifically identified with a particular sponsored project or other major function or activity, or if those costs can be directly associated to such function or activity.</p> <p>relatively easily with a high degree of accuracy. Additionally, all direct costs must be allowable and allocable under 2 CFR 200 and, where applicable, be a direct cost under the specific sponsored project award document. These criteria govern each cost category identified in this part.</p> <p>NMIMT may treat a certain item of cost as either direct or indirect, depending upon whether such item was incurred for the same or similar cost item and/or whether there are like or unlike circumstances involved. In compliance with 2 CFR 200, the university's policy is that identification with a specific sponsored project rather than the nature of the particular cost item involved determines whether a cost is direct or indirect. See document, "Budgeting, Pricing, and Charging Sponsored Agreements" issued and effective December 6, 2019 incorporated by reference.</p>	
2.2.0	<p>Typical materials and supplies consumed or expended in performance of sponsored agreements at NMIMT and directly identified with such agreements include, but are not limited to, the following: general supplies; laboratory supplies such as chemicals, gases and glassware; specialized shop costs; fabricated parts; specific reference materials; general supplies for meetings or conferences; computers and computer software, below the university's capitalization threshold, toner cartridges, flash drives or external hard drives if extensive data accumulation and analysis is required. See document "Budgeting, Pricing, and Charging Sponsored Agreements" issued and effective December 6, 2019 Section III.D. Materials and Supplies incorporated by reference.</p>	
2.3.2	<p>The inventory costing method is based on the average cost of inventory during the period. Average cost is determined by dividing the cost of the goods available for sale by the number of units available.</p>	
2.4.0	<p>The personal services compensation costs that are charged as direct costs to each major function or activity of NMIMT and to sponsored agreements (when they meet the criteria described in 2.1.0) include faculty and staff, both research and technical, and graduate and undergraduate salaries and wages, with their associated fringe benefit costs. Costs for administrative and clerical staff may be charged directly under certain circumstances where a major project or activity explicitly budgets for such services and the individuals involved can be specifically identified with the project or activity.</p> <p>Tuition remission is available to students in degree-seeking master's or doctoral programs who are enrolled full-time and have received graduate assistantships. Eligible students are charged in-state tuition, and tuition remission level is commensurate with the level of the assistantship appointment. Students must receive a minimum stipend level per semester, as set by The Office of Graduate Studies. Stipend levels are subject to change each year. Tuition remission covers tuition only; it does not pay university fees for which each student remains responsible. See document "Interim Student Tuition Remission Policy" effective July 1, 2023 incorporated by reference.</p> <p>Payments to individuals not considered employees of NMIMT such as consultants are handled through Purchasing and Accounts Payable as contractor (vendor) relationships.</p>	

COST ACCOUNTING STANDARDS BOARD DISCLOSURE STATEMENT REQUIRED BY PUBLIC LAW 100-679 EDUCATIONAL INSTITUTIONS		CONTINUATION SHEET Part II
		NAME OF REPORTING UNIT New Mexico Institute of Mining and Technology
Item No.	Item description	
2.5.0	2.5.0 A. EMRTC administration and all its divisions use time sheets for all employees. All other departments use time sheets for non-salaried/non-contract employees. 2.5.0 C. After-the-fact activity records are used for all salaried and contract employees. See document "Personnel Activity Report (PAR) Instructions" issued and effective December 6, 2018 incorporated by reference.	
2.5.2	Various memorandum records (e.g. personnel action forms, payroll distribution forms, work authorizations, graduate contracts, and electronic and paper time sheets) are entered in detail directly into the payroll system which posts to the payroll subsidiary ledger. The summary data from the subsidiary ledger is posted to the operating ledger. These two ledgers are used to reconcile to the institutions's accounting records.	
2.6.0	The NMIMT portion of direct fringe benefit costs include FICA and Medicare contribution, life insurance, health insurance, EAP, NM Educational Retirement Plan or Alternate Retirement Plan, workers compensation, unemployment compensation, and various leave pools, including but not limited to administrative, annual, holiday, sick and funeral leave, and tuition waivers for regular full-time employees only.	
2.6.1	Each fringe benefit type identified in 2.6.0 is measured by actual cost. The cost of each benefit is specifically identified to each employee and the actual expenditures are charged to individual fringe benefit account codes in the payroll system. The costs of all fringe benefits are assigned to the major functions and to the individual projects or direct cost objectives on the cash basis. For non-academic units, leave is calculated on the accrual basis each pay period based on the hours actually worked. For all academic and administrative units, leave is calculated on the cash basis and is charged when taken. The allocation of fringe benefits are charged as direct costs to the major functions and to individual projects or cost objectives within each function.	
2.7.0	The principal classes of other costs charged directly to sponsored agreements or similar cost objectives include but are not limited to: Domestic and foreign travel Printing, publishing, reprints, page costs, copying Subcontracts and subawards Communication costs (courier and delivery services, fax, telephone long distance calls) where directly identifiable with specific cost objectives Maintenance and repair services if allocable exclusively to the award Professional fees such as consultant costs Capital equipment including fabricated equipment Freight Rental of space or equipment Service center and specialized service facility charges Tuition Remission	
	End of Part II II - 6	

COST ACCOUNTING STANDARDS BOARD DISCLOSURE STATEMENT REQUIRED BY PUBLIC LAW 100-679 EDUCATIONAL INSTITUTIONS		PART III - INDIRECT COSTS
		NAME OF REPORTING UNIT <u>New Mexico Institute of Mining</u>
Item No.	Item description	
	<p align="center">Instructions for Part III</p> <p>Institutions should disclose how the segment's total indirect costs are identified and accumulated in specific indirect cost categories and allocated to applicable indirect cost pools and service centers within each major function or activity, how service center costs are accumulated and "billed" to users, and the specific indirect cost pools and allocation bases used to calculate the indirect cost rates that are used to allocate accumulated indirect costs to Federally sponsored agreements or similar final cost objectives. A continuation sheet should be used wherever additional space is required or when a response requires further explanation to ensure clarity and understanding.</p> <p>The following Allocation Base Codes are provided for use in connection with Items 3.1.0 and 3.3.0.</p> <ul style="list-style-type: none"> A. Direct Charge or Allocation B. Total Expenditures C. Modified Total Cost Basis D. Modified Total Direct Cost Basis E. Salaries and Wages F. Salaries, Wages and Fringe Benefits G. Number of Employees (head count) H. Number of Employees (full-time equivalent basis) I. Number of Students (head count) J. Number of Students (full-time equivalent basis) K. Student Hours - classroom and work performed L. Square Footage M. Usage N. Unit of Product O. Total Production P. More than one base (Separate Cost Groupings) 1/ V. Other(s) 1/ Z. Category or Pool not applicable <p>1/ List on a continuation sheet, the category and subgrouping(s) of expense involved and the allocation base(s) used.</p>	

COST ACCOUNTING STANDARDS BOARD DISCLOSURE STATEMENT REQUIRED BY PUBLIC LAW 100-879 EDUCATIONAL INSTITUTIONS		PART III - INDIRECT COSTS NAME OF REPORTING UNIT New Mexico Institute of Mining																																																					
Item No.	Item Description																																																						
3.1.0	<p><u>Indirect Cost Categories - Accumulation and Allocation.</u> This item is directed at the identification, accumulation and allocation of all indirect costs of the institution. (Under the column heading, "Accumulation Method," insert "Yes" or "No" to indicate if the cost elements included in each indirect cost category are identified, recorded and accumulated in the institution's formal accounting system. If "No," describe on a continuation sheet, how the cost elements included in the indirect cost category are identified and accumulated. Under the column heading "Allocation Base," enter one of the allocation base codes A through P, Y, or Z, to indicate the basis used for allocating the accumulated costs of each indirect cost category to other applicable indirect cost categories, indirect cost pools, other institutional activities, specialized service facilities and other service centers. Under the column heading "Allocation Sequence," insert 1, 2, or 3 next to each of the first three indirect cost categories to indicate the sequence of the allocation process. If cross-allocation techniques are used, insert "CA." If an indirect cost category listed in this section is not used, insert "NA.")</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left; width: 45%;">Indirect Cost Category</th> <th style="text-align: center; width: 15%;">Accumulation Method</th> <th style="text-align: center; width: 15%;">Allocation Base Code</th> <th style="text-align: center; width: 25%;">Allocation Sequence</th> </tr> </thead> <tbody> <tr> <td>(a) Depreciation/Use Allowances/Interest</td> <td></td> <td></td> <td></td> </tr> <tr> <td style="padding-left: 20px;">Building ¹</td> <td style="text-align: center;">Yes</td> <td style="text-align: center;">P</td> <td style="text-align: center;">1-CA</td> </tr> <tr> <td style="padding-left: 20px;">Equipment ¹</td> <td style="text-align: center;">Yes</td> <td style="text-align: center;">P</td> <td></td> </tr> <tr> <td style="padding-left: 20px;">Capital Improvements to Land ¹</td> <td style="text-align: center;">Yes</td> <td style="text-align: center;">P</td> <td></td> </tr> <tr> <td style="padding-left: 20px;">Interest ¹</td> <td style="text-align: center;">Yes</td> <td style="text-align: center;">Z</td> <td></td> </tr> <tr> <td>(b) Operation and Maintenance</td> <td style="text-align: center;">Yes</td> <td style="text-align: center;">P</td> <td style="text-align: center;">2-CA</td> </tr> <tr> <td>(c) General Administration and General Expense</td> <td style="text-align: center;">Yes</td> <td style="text-align: center;">C</td> <td style="text-align: center;">3-CA</td> </tr> <tr> <td>(d) Departmental Administration</td> <td style="text-align: center;">No</td> <td style="text-align: center;">D</td> <td></td> </tr> <tr> <td>(e) Sponsored Projects Administration</td> <td style="text-align: center;">Yes</td> <td style="text-align: center;">D</td> <td></td> </tr> <tr> <td>(f) Library</td> <td style="text-align: center;">Yes</td> <td style="text-align: center;">P</td> <td></td> </tr> <tr> <td>(g) Student Administration and Services</td> <td style="text-align: center;">Yes</td> <td style="text-align: center;">Y</td> <td></td> </tr> <tr> <td>(h) Other ¹</td> <td style="text-align: center;">—</td> <td style="text-align: center;">—</td> <td></td> </tr> </tbody> </table> <p style="margin-top: 20px;">¹/Describe on a Continuation Sheet</p>			Indirect Cost Category	Accumulation Method	Allocation Base Code	Allocation Sequence	(a) Depreciation/Use Allowances/Interest				Building ¹	Yes	P	1-CA	Equipment ¹	Yes	P		Capital Improvements to Land ¹	Yes	P		Interest ¹	Yes	Z		(b) Operation and Maintenance	Yes	P	2-CA	(c) General Administration and General Expense	Yes	C	3-CA	(d) Departmental Administration	No	D		(e) Sponsored Projects Administration	Yes	D		(f) Library	Yes	P		(g) Student Administration and Services	Yes	Y		(h) Other ¹	—	—	
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3.2.0	<p>Service Centers. Service centers are departments or functional units which perform specific technical or administrative services primarily for the benefit of other units within a reporting unit. Service Centers include "recharge centers" and the "specialized service facilities" defined in Section J of Circular A-21. (The codes identified below should be inserted on the appropriate line for each service center listed. The column numbers correspond to the paragraphs listed below that provide the codes. Explain on a Continuation Sheet if any of the services are charged to users on a basis other than usage of the services. Enter "Z" in Column 1, if not applicable.)</p>						
(a)	Scientific Computer Operations See continuation sheet	Z					
(b)	Business Data Processing See continuation sheet	Z					
(c)	Animal Care Facilities See continuation sheet	Z					
(d)	Other Service Centers with Annual Operating Budgets exceeding \$1,000,000 or that generate significant charges to Federally sponsored agreements either as a direct or indirect cost. (Specify below; use a Continuation Sheet, if necessary)						
	EMRTC/Playas	C	A	C	B	A	B
	2.4 Meter Telescope	C	C	C	B	A	B
(1)	<p>Category Code: Use code "A" if the service center costs are billed only as direct costs of final cost objectives; code "B" if billed only to indirect cost categories or indirect cost pools; code "C" if billed to both direct and indirect cost objectives.</p>						
(2)	<p>Burden Code: Code "A" -- center receives an allocation of all applicable indirect costs; Code "B" -- partial allocation of indirect costs; Code "C" -- no allocation of indirect costs.</p>						
(3)	<p>Billing Rate Code: Code "A" -- billing rates are based on historical costs; Code "B" -- rates are based on projected costs; Code "C" -- rates are based on a combination of historical and projected costs; Code "D" -- billings are based on the actual costs of the billing period; Code "V" -- other (explain on a Continuation Sheet).</p>						
(4)	<p>User Charge Code: Code "A" -- all users are charged at the same billing rates; Code "B" -- some users are charged at different rates than other users (explain on a Continuation Sheet).</p>						
(5)	<p>Actual Costs vs. Revenue Code: Code "A" -- billings (revenues) are compared to actual costs (expenditures) at least annually; Code "B" -- billings are compared to actual costs less frequently than annually.</p>						
(6)	<p>Variance Code: Code "A" -- Annual variances between billed and actual costs are prorated to users (as credits or charges); Code "B" -- variances are carried forward as adjustments to billing rate of future periods; Code "C" -- annual variances are charged or credited to indirect costs; Code "V" -- other (explain on a Continuation Sheet).</p>						

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Indirect Cost Pools and Allocation Bases

(Identify all of the indirect cost pools established for the accumulation of indirect costs, excluding service centers, and the allocation bases used to distribute accumulated indirect costs to Federally sponsored agreements or similar cost objectives within each major function or activity. For all applicable indirect cost pools, enter the applicable Allocation Base Code A through P, V, or Z, to indicate the basis used for allocating accumulated pool costs to Federally sponsored agreements or similar cost objectives.)

Indirect Cost Pools

**Allocation
Base Code**

A. Instruction

☒ On-Campus
☐ Off-Campus
☐ Other 1/

B. Organized Research

☒ On-Campus
☒ Off-Campus
☐ Other 1/

C. Other Sponsored Activities

☒ On-Campus
☒ Off-Campus
☒ Other 1/

D. Other Institutional Activities 1/

3.4.0

Composition of Indirect Cost Pools. (For each pool identified under Items 3.1.0 and 3.2.0, describe on a continuation sheet the major organizational components, subgroupings of expenses, and elements of cost included.)

1/ Describe on a Continuation Sheet.

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3.5.0	<p><u>Composition of Allocation Base.</u> (For each allocation base code used in Items 3.1.0 and 3.3.0, describe on a continuation sheet the makeup of the base. For example, if a modified total direct cost base is used, specify which of the elements of direct cost identified in Part II, Direct Costs, that are included, e.g., materials, salaries and wages, fringe benefits, travel costs, and excluded, e.g., subcontract costs over first \$25,000. Where applicable, explain if service centers are included or excluded. Specify the benefitting functions and activities included. If any cost objectives are excluded from the allocation base, such cost objectives and the alternate allocation method used should be identified. If an indirect cost allocation is based on Cost Analysis Studies, identify the study, and fully describe the study methods and techniques applied, the composition of the specific allocation base used, and the frequency of each recurring study.)</p>	
3.6.0	<p><u>Allocation of Indirect Costs to Programs That Pay Less Than Full Indirect Costs.</u> Are appropriate direct costs of all programs and activities included in the indirect cost allocation bases, regardless of whether allocable indirect costs are fully reimbursed by the sponsoring organizations?</p> <p>A. <input checked="" type="checkbox"/> Yes</p> <p>B. <input type="checkbox"/> No ^{1/}</p>	
<p>^{1/} Describe on a Continuation Sheet.</p>		

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The indirect cost rate is the mechanism used to allocate a portion of NMIMT's infrastructure to research funding agencies. Operating expenditures are collected in six indirect cost pools and include costs for depreciation of buildings; depreciation of equipment; operation and maintenance (e.g. heating, cooling, electricity, janitorial services, property control, etc.); library; general administration and general expenses of departments such as purchasing, accounting, payroll, etc.; departmental administration; and sponsored projects administration. These costs are included in the facilities and administrative rate. See document "Negotiation Agreement" for current rates and document "Rate Preparation Process" issued and effective July 1, 2020 incorporated by reference.

The distribution basis (2 CFR 200): The rate is applied on the basis of modified total direct costs which consists of all direct salaries and wages, applicable fringe benefits, materials and supplies, services, travel, and subawards up to the first \$25,000 of each subaward regardless of the period of performance of the subawards under the award. MTDC excludes equipment, capital expenditures, charges for patient care, rental costs, tuition remission, scholarships and fellowships, participant support costs, and the portion of each subaward in excess of \$25,000.

NMIMT establishes rates for sponsored projects that fall under two categories: organized research and other sponsored activities. "Organized research" refers to all research and development activities of an institution that are separately budgeted and accounted for. It includes research activities supported by both federal and non federal sponsors or internally funded. Research is defined as the systematic study directed toward fuller knowledge of the subject involved and includes rigorous inquiry, experiment, or investigation. "Other sponsored activities" refers to activities financed by both federal and non-federal agencies and organizations or by internal funds that involve performance of work other than research. Examples include non-research training agreements, sponsored instruction, course development, community service programs, Intergovernmental Personnel Act (IPA) awards and testing agreements.

3.1.0 (a) NMIMT uses the straight-line depreciation method for indirect cost calculations. The expense is based on a full space utilization study conducted every two years (on even years) with updates made on odd years as needed.

Single-function buildings and capital improvements or equipment used in such buildings are allocated to the benefiting function by net assignable square footage.

Joint use of buildings, capital improvements, or equipment by more than one function are allocated to benefiting functions on the basis of net assignable square footage and the salaries and wages of those working within the benefiting functions.

Capital improvements to land not attached to a specific building are depreciated within the facilities management organization. If attached to a building, a capital improvement to land is added to the acquisition basis of that building.

The computation of depreciation expense is based on the acquisition cost of the asset exclusive of (1) the cost of land, (2) any portion of the cost of building and equipment borne or donated by the federal government, irrespective of where the title was originally vested or where it is presently held, and (3) any portion of the cost of buildings and equipment contributed by or for the institute where law or agreement prohibit recovery. For an asset donated to the institute by a third party, its fair market value at the time of the donation is considered as the acquisition cost.

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3.1.0 Cont	<p>The amount of depreciation claimed in the F&A proposal will differ from the amount claimed on the financial statements due to the removal of assets purchased by sponsored projects, assets used in service center rates and specialized service facilities, and assets donated by the federal government. The calculations for the depreciation expenses are defined in detail in the document "Rate Preparation Process", issued and effective July 1, 2020, Section IV.A. Incorporated by reference.</p> <p>The interest cost pool is not applicable. NMIMT does not claim interest expenditures in the F&A rate proposal at this time.</p> <p>3.1.0 (b) Operation and maintenance (OM) receives an allocation from depreciation and total costs are allocated to the general administration and general expense (GA), departmental administration (DA), sponsored projects administration (SP) and library (LI) functions. OM includes an allocation to Student Administration and Services (SS), Instruction (IN), Organized Research (OR), Other Sponsored Activities (OS) and Other Institutional Activities (OA). Single function buildings receive this allocation by net assignable square footage and joint use buildings receive an allocation by square footage and the salaries and wages of those working within the benefiting functions.</p> <p>3.1.0 (d) Departmental administration (DA) costs are not directly identified in the institution's trial balance. Activity that meets the criteria of departmental administration is re-allocated from various departments to the departmental administration cost function.</p> <p>3.1.0 (f) Library (LI) receives an allocation from depreciation, operation and maintenance (OM) and general administration and general expense (GA). Library (LI) costs are allocated to the benefiting functions Instruction (IN), Organized Research (OR), Other Sponsored Activities (OS) and Other Institutional activities (OA) based on salaries, wages and fringe benefits, number of employees (full-time equivalent basis), and number of students (full-time equivalent basis).</p> <p>3.1.0 (g) Student administration and services (SS) is allocated and coded to the major function Instruction.</p>

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3.2.0	<p>3.2.0 (a) Scientific computer operations are not applicable as NMIMT does not have any scientific computer operations service centers.</p> <p>3.2.0 (b) Business data processing is not applicable as NMIMT does not have any data processing service centers.</p> <p>3.2.0 (c) Animal care facilities are not applicable as NMIMT does not have any animal care facilities service centers.</p> <p>NMIMT has service(recharge) centers which perform specific technical or administrative services for the benefit of both internal and external users. The codes below apply to all service (recharge) centers. All services are charged to users on the basis of usage of the services.</p> <table><tr><td>(1)</td><td>(2)</td><td>(3)</td><td>(4)</td><td>(5)</td><td>(6)</td></tr><tr><td>C</td><td>A</td><td>C</td><td>B*</td><td>A</td><td>B</td></tr></table> <p>* Sponsored awards are charged the internal rate. External customers of a service center may not be charged a billing rate less than that charged to internal users. However, they may be charged at a higher billing rate in an effort to promote full costing and in order to not unfairly compete with private enterprise and to ensure compliance with the anti-donation clause.</p> <p>The major organizational component included in all NMIMT service center (recharge center) cost pools is main campus. The cost pool includes sub-groups such as: thermal mechanical testing, high speed imaging, electron micro-probe, XRD, EMRTC instrumentation, geoscience copy center and color plotter and vehicle service center. The elements of costs include, but are not limited to, an allocation from building depreciation, operation and maintenance, general administration and general expense, plus salaries and wages, fringe benefits, materials, supplies, services, travel and depreciation incurred on equipment assigned to the service center and not included in the F&A calculation.</p> <p>3.2.0 (d) EMRTC. The major organizational components included in the EMRTC specialized service facility cost pool are main campus EMRTC building and EMRTC field testing facility. The cost pool includes sub-groups such as: safety and security, engineering, field test support, facility operations and training business unit. The elements of costs include, but are not limited to, rentals, salaries and wages, fringe benefits, materials, supplies, services, and travel. EMRTC specialized service facility does not receive an indirect allocation of depreciation, operation and maintenance or general administration and general expense. However, depreciation on buildings and equipment assigned to the specialized service facility and not included in the F&A calculation are part of the specialized service facility rate.</p> <p>3.2.0 (d) Playas. The major organizational component included in the Playas specialized service facility cost pool is the town of Playas, New Mexico. The cost pool includes sub-groups such as: Playas administration, Playas operating and Playas housing. The elements of costs include, but are not limited to, rentals, salaries and wages, fringe benefits, materials, supplies, services, and travel. Playas specialized service facility does not receive an indirect allocation of depreciation, operation and maintenance or general administration and general expense. However, depreciation on buildings and equipment assigned to the specialized service facility and not included in the F&A calculation may be part of the specialized service facility rate.</p> <p>3.2.0 (d) Magdalena Ridge Observatory (MRO) 2.4 Meter. The major organizational component included in the 2.4 Meter Telescope is the observatory. No other sub-groupings are contained in this cost pool. The elements of costs include, but are not limited to, rentals, salaries and wages, fringe benefits, materials, supplies, services, and travel. The 2.4 meter specialized service facility does not receive an indirect allocation of depreciation, operation and maintenance or general administration and general expense. However, depreciation on buildings and equipment assigned to the specialized service facility and not included in the F&A calculation may be part of the specialized service facility rate.</p>	(1)	(2)	(3)	(4)	(5)	(6)	C	A	C	B*	A	B
(1)	(2)	(3)	(4)	(5)	(6)								
C	A	C	B*	A	B								

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3.2.0 Cont	<p>3.2.0 Column (4), code B. Some users are charged at different rates than other users. All external users are charged the direct cost amount plus F&A to ensure that the federal government is not charged more than any other customer. On occasion, fair market value is added to the costs as to not unfairly compete with private enterprise.</p>
3.3.0 Rev	<p>3.3.0 C. Intergovernmental Personnel Act (IPA) rate. Allocation base is comprised of salaries and wages, fringe benefits and in certain circumstances travel that is directly charged to the award on the modified total direct cost basis. General and administrative costs, applicable departmental administration and sponsored projects administration indirect pool costs are applied to the IPA MTDC base to determine the IPA rate.</p>
3.4.0	<p>3.3.0 D. Other institutional activities mean all activities of an institution except: (1) Instruction, departmental research, organized research, and other sponsored activities, 2) F&A cost activities identified in 2 CFR 200 Appendix III, and 3) Specialized service facilities as described in 2 CFR 200.468.</p> <p>Other institutional activities include operation of residence halls, dining halls, hospitals and clinics, student unions intercollegiate athletics, bookstores, faculty housing, student apartments, guest houses, chapels, theaters, public museums, and other similar auxiliary enterprises. This definition also includes any other categories of activities, the costs of which are "unallowable" to sponsored agreements unless otherwise indicated in the agreement.</p> <p>3.1.0 (a) The major organizational component included in the building depreciation cost pool is main campus. The cost pool contains the calculated depreciation expenses for the following sub-groupings: buildings, infrastructure and capital improvements to land. Capital improvements to land not assigned to a particular building are attached to the facilities management organization and allocated to the operation and maintenance cost function. The elements of cost for all sub-groupings are the acquisition cost of \$100,000 or greater depreciated on a straight-line basis over a thirty year period.</p> <p>The major organizational component included in the equipment depreciation cost pool is main campus. The cost pool contains calculated depreciation expenses for the following sub-groupings; computers having a 3 year useful life, equipment having a 5 year useful life, vehicles having a 7 year useful life, heavy equipment having a 12 year useful life. The elements of cost are the acquisition cost of \$5,000 or greater depreciated on a straight-line basis over the useful life of the asset.</p> <p>The major organizational component included in the equipment/computer software depreciation cost pool is main campus. The cost pool contains calculated depreciation expenses for the following sub-groupings; minor software with a useful life of 5 years and major software with a useful life of 10 years. The elements of cost are the acquisition cost of \$5,000 to \$49,999 for minor software and \$50,000 or greater for major software depreciated on a straight-line basis over the useful life of the asset.</p> <p>The interest cost pool is not applicable. At this time, NMIMT does not claim interest expenditures in the F&A rate proposal.</p>

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3.1.0(b) The major organizational component included in the operation and maintenance cost pool is main campus. The cost pool contains the following sub-groupings: custodial services, utilities, maintenance, security, environmental safety, hazardous materials, property control and recycling, waste collection and disposal and central receiving. The elements of costs include, but are not limited to, an allocation from depreciation plus salaries and wages, fringe benefits, materials, supplies, services, travel, and inventory costs.

3.1.0 (c) The major organizational component included in the general administration and general expenses cost pool is main campus. The cost pool contains the following sub-groupings: president's office, board of regents, affirmative action, internal audit, VP for administration and finance, wireless network support, legal services, surety bond, audit expense, liability insurance, data processing support, software maintenance, campus planning, budget and analysis, business office, payroll, general accounting, accounts payable, purchasing, human resources, and post office. The elements of costs include but are not limited to, an allocation from depreciation and operation and maintenance costs plus salaries and wages, fringe benefits, materials, supplies, services, and travel.

3.1.0 (d) The major organizational component included in the departmental administration cost pool is main campus. The cost pool contains the following sub-groupings: academic affairs, academic deans offices, academic departments and divisions, organized research units and the office of research that oversees those research units. The elements of costs include, but are not limited to, an allocation from depreciation, operation and maintenance and general administration and general expenses plus salaries and wages, fringe benefits, materials, supplies, services, and travel. Departmental administrative costs also include academic stockrooms and bldg and proposal preparation.

3.1.0 (e) The major organizational component included in the sponsored projects administration cost pool is main campus. No other sub-groupings are contained in this cost pool. The elements of costs include, but are not limited to, an allocation from depreciation, operation and maintenance and general administration and general expense plus salaries and wages, fringe benefits, materials, supplies, services, and travel.

3.1.0 (f) The major organizational component included in the library cost pool is main campus. No other sub-groupings are contained in this cost pool. The elements of costs include, but are not limited to, allocation from depreciation, operation and maintenance and general administration and general expense plus salaries and wages, fringe benefits, materials, supplies, services, travel and the depreciation expense incurred on library reference materials other than electronic resources.

3.1.0 (g) The student administration and services cost pool is currently allocated to the major function of instruction. The elements of cost include, but are not limited to the VP for Student Life, Office of Admission, Registrar, Student Financial Aid, Career Services, Student Health Center, Commencements and Convocations. This expense category also includes an allocation from the fringe benefit costs applicable to the salaries and wages included therein, an appropriate share of general administration and general expenses, operation and maintenance, and depreciation.

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3.5.0	<p>P. More than one base. This base code applies to indirect cost categories as follows: Building depreciation, equipment depreciation, capital improvements to land depreciation and operation and maintenance.</p> <p>This allocation is used to distribute depreciation costs and operation and maintenance costs to the benefiting functions and activities of the main campus. The makeup of this allocation base is a combination of square footage (L) and institution wide salaries, wages and fringe benefits (F).</p> <p>The square footage allocation of space is based on a cost analysis study called the Space Utilization Survey (space survey). This study is conducted campus-wide every 2 years (in even years) and updated on an ongoing basis as changes occur. Using the completed survey forms, the cost accounting office computes the amount of net assignable square footage (NASF) used by each department and cost category for each Institute building individually, as well as in total. Excluded from this allocation base are buildings and equipment partially or fully funded by sponsored agreements.</p> <p>The salaries, wages and fringe benefits allocation base is used to apportion total labor costs to the buildings and departments within the buildings. In instances where the space is jointly used, the space is allocated to the benefiting functions on the basis of Institute wide salaries, wages and fringe benefits.</p> <p>The benefiting functions for these allocation bases are instruction, organized research, other sponsored activities and other institutional activities.</p> <p>The benefiting activities for instruction are the teaching and training activities of the institution. Also, considered part of this major benefiting function is departmental research.</p> <p>The benefiting activities for organized research are sponsored research which means all research and development activities that are sponsored by Federal and non-Federal agencies and organizations and University research which means all research and development activities that are separately budgeted and accounted for by the institution under an internal application of institutional funds.</p> <p>The benefiting activities in other sponsored activities are programs and projects financed by Federal and non-Federal agencies and organizations which involve the performance of work other than instruction and organized research.</p> <p>The benefiting activities in other institutional activities are all activities of the institution including service (recharge) centers except for instruction, departmental research, organized research, and other sponsored activities.</p> <p>Included in these allocation bases are service (recharge) centers that are part of the main campus buildings.</p> <p>Excluded from these allocation bases are specialized service facility square footage, depreciation, operation and maintenance and labor costs that become a part of the specialized service facility rate.</p>

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3.5.0	<p>P. More than one base. This base code applies to the indirect cost category of library.</p> <p>The makeup of the base, and thus the elements of direct costs consist of salaries, wages and fringe benefits (F), number of employees (full-time equivalent basis) (H), and number of students (full-time equivalent basis) (J).</p> <p>The number of students base consists of full-time equivalent (FTE) students enrolled at the Institute.</p> <p>The number of employees base consists of all faculty members, graduate students under contract, and other professional employees of the Institute.</p> <p>Service (recharge) center costs are included in the above bases.</p> <p>Specialized service facility costs within these bases are removed from the F&A calculation and become part of the specialized service facility rate.</p> <p>The benefiting functions for these allocation bases are instruction, organized research, other sponsored activities and other institutional activities.</p> <p>The benefiting activities for instruction are the teaching and training activities of the Institution as well as departmental research.</p> <p>The benefiting activities for organized research are sponsored research which means all research and development activities that are sponsored by Federal and non-Federal agencies and organizations and University research which means all research and development activities that are separately budgeted and accounted for by the institution under an internal application of institutional funds.</p> <p>The benefiting activities in other sponsored activities are programs and projects financed by Federal and non-Federal agencies and organizations which involve the performance of work other than instruction and organized research.</p> <p>The benefiting activities in other institutional activities are all activities of the Institution except for instruction, departmental research, organized research, and other sponsored activities.</p> <p>The benefiting activities in other institutional activities are all activities of the Institution except for instruction, departmental research, organized research, and other sponsored activities.</p>

**COST ACCOUNTING STANDARDS BOARD
DISCLOSURE STATEMENT
REQUIRED BY PUBLIC LAW 100-679
EDUCATIONAL INSTITUTIONS**

**CONTINUATION SHEET
Part III**

NAME OF REPORTING UNIT

New Mexico Institute of Mining and Technology

**Item
No.**

Item description

**3.5.0
Cont**

C. Modified total cost basis. This base code applies to the indirect cost category of General Administration and General Expenses.

The makeup of this allocation base, and thus the elements of total costs, consists of all salaries and wages, applicable fringe benefits, materials and supplies, services, travel and up to the first \$25,000 of each subaward regardless of the period of performance of the subawards under the award, plus the allocated indirect cost proportion.

MTC excludes equipment, capital expenditures, charges for patient care, rental costs, tuition remission, scholarships and fellowships, participant support costs, and the portion of each subaward in excess of \$25,000.

Service (recharge) centers and specialized service facility costs are not included in modified total costs.

The benefiting functions for these allocation bases are instruction, organized research, other sponsored activities and other institutional activities.

The benefiting activities for instruction are the teaching and training activities of the institution as well as departmental research.

The benefiting activities for organized research are sponsored research which means all research and development activities that are sponsored by Federal and non-Federal agencies and organizations and University research which means all research and development activities that are separately budgeted and accounted for by the institution under an internal application of institutional funds.

The benefiting activities in other sponsored activities are programs and projects financed by Federal and non-Federal agencies and organizations which involve the performance of work other than instruction and organized research. The benefiting activities in other institutional activities are all activities of the institution including service (recharge) centers, except for instruction, departmental research, organized research, and other sponsored activities.

The benefiting activities in other institutional activities are all activities of the institution including service (recharge) centers except for instruction, departmental research, organized research, and other sponsored activities.

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Part III**

NAME OF REPORTING UNIT

New Mexico Institute of Mining and Technology

Item No.	Item description
3.5.0 Rev Cont	<p>D. Modified total direct cost basis. This base code applies to the indirect cost categories Departmental Administration and Sponsored Projects Administration and the direct benefiting functions Instruction, Organized Research, Other Sponsored Activities (including Intergovernmental Personnel Act (IPAs) award costs) and Other Institutional Activities.</p> <p>The makeup of this allocation base, and thus the elements of direct costs, consists of salaries and wages, applicable fringe benefits, materials and supplies, services, travel and up to the first \$25000 of each subaward regardless of the period of performance of the subawards under the award. MTDC excludes equipment, capital expenditures, charges for patient care, rental costs, tuition remission, scholarships and fellowships, participant support costs and the portion of each subaward in excess of \$25000.</p> <p>The benefiting functions for these allocation bases are Instruction, Organized Research, Other Sponsored Activities (including Intergovernmental Personnel Act (IPAs) and Other Institutional Activities.</p> <p>The benefiting activities for Instruction are the teaching and training activities of the Institution as well as departmental research.</p> <p>The benefiting activities for Organized Research are sponsored research which means all research and development activities that are sponsored by Federal and non-Federal agencies and organizations and University research which means all research and development activities that are separately budgeted and accounted for by the Institution under an internal application of Institutional funds.</p> <p>The benefiting activities for Other Sponsored Activities are programs and projects financed by Federal and non-Federal agencies and organizations including IPAs which involve the performance of work other than instruction and organized research.</p> <p>The benefiting activities for Other Institutional Activities are all activities of the Institution except for Instruction, Departmental Research, Organized Research, and Other Sponsored Activities.</p> <p>Modified total direct costs within service (recharge) centers are coded as Other Institutional Activities.</p> <p>Modified total direct costs activities within specialized service facilities are removed from the F&A calculation and become part of the specialized service facility rate.</p> <p>Y. Other(s). This base code applies to the indirect cost category Student Administration and Services.</p> <p>Student administration and services is coded to the major function Instruction.</p> <p align="center">End of Part III</p> <p align="center">III - 14</p>

**COST ACCOUNTING STANDARDS BOARD
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**PART IV -
DEPRECIATION AND USE ALLOWANCES**

NAME OF REPORTING UNIT
New Mexico Institute of Mining

**Item
No.**

Item description

4.1.0

Part IV

Depreciation Charged to Federally Sponsored Agreements or Similar Cost Objectives. (For each asset category listed below, enter a code from A through C in Column (1) describing the method of depreciation; a code from A through D in Column (2) describing the basis for determining useful life; a code from A through C in Column (3) describing how depreciation methods or use allowances are applied to Property units; and Code A or B in Column (4) indicating whether or not the estimated residual value is deducted from the total cost of depreciable assets. Enter Code Y in each column of an asset category where another or more than one method applies. Enter Code Z in Column (1) only, if an asset category is not applicable.)

<u>Asset Category</u>	<u>Depreciation Method (1)</u>	<u>Useful Life (2)</u>	<u>Property Unit (3)</u>	<u>Residual Value (4)</u>
(a) Land Improvements	A	C	A	B
(b) Buildings	A	C	A	B
(c) Building Improvements	A	C	A	B
(d) Leasehold Improvements	Z			
(e) Equipment	A	C	A	B
(f) Furniture and Fixtures	A	C	A	B
(g) Automobiles and Trucks	A	C	A	B
(h) Tools	A	C	A	B
(i) Enter Code Y on this line if other asset categories are used and enumerate on a continuation sheet each such asset category and the applicable codes. (Otherwise enter Code Z.)	Y	C	C	B

Column (1)--Depreciation Method Code

- A. Straight Line
- B. Expensed at Acquisition
- C. Use Allowance
- Y. Other or more than one method 1/

Column (3)--Property Unit Code

- A. Individual units are accounted for separately
- B. Applied to groups of assets with similar service lives
- C. Applied to groups of assets with varying service lives
- Y. Other or more than one method 1/

Column (2)--Useful Life Code

- A. Replacement Experience
- B. Term of Lease
- C. Estimated service life
- D. As prescribed for use allowances by Office of Management and Budget Circular No. A-21
- Y. Other or more than one method 1/

Column (4)--Residual Value Code

- A. Residual value is deducted
- B. Residual value is not deducted
- Y. Other or more than one method 1/

1/ Describe on a Continuation Sheet.

**COST ACCOUNTING STANDARDS BOARD
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**PART IV -
DEPRECIATION AND USE ALLOWANCES**

NAME OF REPORTING UNIT
New Mexico Institute of Mining

Item No.	Item description
4.1.1	<p>Asset Valuations and Useful Lives. Are the asset valuations and useful lives used in your indirect cost proposal consistent with those used in the institution's financial statements? (Mark one.)</p> <p>A. <input checked="" type="checkbox"/> Yes B. <input type="checkbox"/> No <u>1/</u></p>
4.2.0	<p>Fully Depreciated Assets. Is a usage charge for fully depreciated assets charged to Federally sponsored agreements or similar cost objectives? (Mark one. If yes, describe the basis for the charge on a continuation sheet.)</p> <p>A. <input type="checkbox"/> Yes B. <input checked="" type="checkbox"/> No</p>
4.3.0	<p>Treatment of Gains and Losses on Disposition of Depreciable Property. Gains and losses are: (Mark the appropriate line(s) and if more than one is marked, explain on a continuation sheet.)</p> <p>A. <input type="checkbox"/> Excluded from determination of sponsored agreement costs B. <input type="checkbox"/> Credited or charged currently to the same pools to which the depreciation of the assets was originally charged C. <input type="checkbox"/> Taken into consideration in the depreciation cost basis of the new items, where trade-in is involved D. <input type="checkbox"/> Not accounted for separately, but reflected in the depreciation reserve account Y. <input checked="" type="checkbox"/> Other(s) <u>1/</u> Z. <input type="checkbox"/> Not applicable</p>
4.4.0	<p>Criteria for Capitalization. (Enter (a) the minimum dollar amount of expenditures which are capitalized for acquisition, addition, alteration, donation and improvement of capital assets, and (b) the minimum number of expected life years of assets which are capitalized. If more than one dollar amount or number applies, show the information for the majority of your capitalized assets, and enumerate on a continuation sheet the dollar amounts and/or number of years for each category or subcategory of assets involved which differs from those for the majority of assets.)</p> <p>A. Minimum Dollar Amount <u>5,000</u> B. Minimum Life Years <u>3</u></p>
4.5.0	<p>Group or Mass Purchase. Are group or mass purchases (initial complement) of similar items, which individually are less than the capitalization amount indicated above, capitalized? (Mark one.)</p> <p>A. <input checked="" type="checkbox"/> Yes <u>1/</u> B. <input type="checkbox"/> No</p>
<p><u>1/</u> Describe on a Continuation Sheet.</p>	

**COST ACCOUNTING STANDARDS BOARD
DISCLOSURE STATEMENT
REQUIRED BY PUBLIC LAW 100-679
EDUCATIONAL INSTITUTIONS**

CONTINUATION SHEET

NAME OF REPORTING UNIT

New Mexico Institute of Mining and Technology

Item No.	Item description																
4.1.0	<p>4.1.0 (i) Computer Software</p> <table><tr><td>Depreciation Method</td><td>Useful Life</td><td>Property Unit</td><td>Residual Value</td></tr><tr><td>A</td><td>C</td><td>C</td><td>B</td></tr></table> <p>4.1.0 (j) Library Books and Publications</p> <table><tr><td>Depreciation Method</td><td>Useful Life</td><td>Property Unit</td><td>Residual Value</td></tr><tr><td>Y*</td><td>C</td><td>C</td><td>B</td></tr></table> <p>* Library books and publications uses a weighted average for depreciating these costs.</p>	Depreciation Method	Useful Life	Property Unit	Residual Value	A	C	C	B	Depreciation Method	Useful Life	Property Unit	Residual Value	Y*	C	C	B
Depreciation Method	Useful Life	Property Unit	Residual Value														
A	C	C	B														
Depreciation Method	Useful Life	Property Unit	Residual Value														
Y*	C	C	B														
4.3.0	<p>At the time of disposition of a depreciable asset, the value of the item and all associated accumulated depreciation is removed from the investment in Plant fund with the gain/loss recorded in the investment in Plant fund gain/(loss) account. All proceeds from the sale of an asset are also deposited into the gain/(loss) account.</p>																
4.4.0	<p>1. Land is capitalized in the Institute's financial records at cost.</p> <p>2. Buildings, building improvements, including fixed equipment (other than communications and network equipment), infrastructure assets, and land improvements over \$100,000 (whether constructed or purchased) are capitalized in the Institute's financial reports at cost and depreciated for 30 years. Donated assets are capitalized at fair market value at date of acquisition based on a reasonable market study.</p> <p>3) Computers over \$5,000 are capitalized and depreciated over 3 years.</p> <p>4) Vehicles over \$5,000 are capitalized and depreciated over 7 years.</p> <p>5) Heavy equipment over \$5,000 is capitalized and depreciated over 12 years.</p> <p>6) Library books with a combined total of \$5,000 are capitalized and depreciated over 10 years.</p> <p>7) Software costing \$5,000 up to \$49,999 capitalized over 5 years.</p> <p>8) Software costing \$50,000 or above is capitalized over 10 years.</p> <p>9) Leases greater than 12 months with a present value of \$5,000 or greater.</p> <p>10) Subscription Based Information Technology Agreements (SBITA) greater than 12 months with a present value of \$5,000 or greater.</p> <p>See Document, "Interim Capital Assets Policy approved June 5, 2023 incorporated by reference</p>																
4.5.0	<p>Although the unit price of a typical general library collection volume is less than the NMT capitalization threshold, the total cost of the entire general library collection far exceeds the threshold. Therefore, all additions to the library general collections are capitalized regardless of amount and depreciated over ten years.</p> <p>End of Part IV</p>																

COST ACCOUNTING STANDARDS BOARD DISCLOSURE STATEMENT REQUIRED BY PUBLIC LAW 100-679 EDUCATIONAL INSTITUTIONS		PART V - OTHER COSTS AND CREDITS
		NAME OF REPORTING UNIT <u>New Mexico Institute of Mining</u>
Item No.	Item description	
Part V		
5.1.0	Method of Charging Leave Costs. Do you charge vacation, sick, holiday and sabbatical leave costs to sponsored agreements on the cash basis of accounting (i.e., when the leave is taken or paid), or on the accrual basis of accounting (when the leave is earned)? (Mark applicable line(s))	
	A. <input checked="" type="checkbox"/>	Cash
	B. <input checked="" type="checkbox"/>	Accrual 1/
5.2.0	Applicable Credits. This item is directed at the treatment of "applicable credits" as defined in Section C of OMB Circular A-21 and other incidental receipts (e.g., purchase discounts, insurance refunds, library fees and fines, parking fees, etc.). (Indicate how the principal types of credits and incidental receipts the institution receives are usually handled.)	
	A. <input checked="" type="checkbox"/>	The credits/receipts are offset against the specific direct or indirect costs to which they relate.
	B. <input type="checkbox"/>	The credits/receipts are handled as a general adjustment to the indirect pool.
	C. <input type="checkbox"/>	The credits/receipts are treated as income and are not offset against costs.
	D. <input type="checkbox"/>	Combination of methods 1/
	V. <input type="checkbox"/>	Other 1/
1/ Describe on a Continuation Sheet.		

**COST ACCOUNTING STANDARDS BOARD
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EDUCATIONAL INSTITUTIONS**

**CONTINUATION SHEET
Part V**

NAME OF REPORTING UNIT
New Mexico Institute of Mining and Technology

**Item
No.**

Item description

5.1.0

Currently vacation, sick and holiday costs are calculated based on employee class.

Main Campus hourly or salaried employees have their leave costs charged on the cash basis.

Those on the cash basis charge as leave is taken. The minimum required to cover sick leave buyback during the course of employment as well as sick and vacation leave buyout upon separation is accrued as prescribed by NMT policy.

Non-academic hourly or salaried employees have their leave costs charged on the accrual basis.

Those on the accrual basis charge as leave is earned. An amount considered sufficient to cover all potential leave costs during the fiscal year plus the minimum required to cover sick leave buyback during the course of employment as well as sick and vacation leave buyout upon separation is accrued as prescribed by NMT policy.

Faculty and student employees do not receive vacation, sick or holiday pay.

Sabbatical leave is not provided by NMT.

End of part V

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**COST ACCOUNTING STANDARDS BOARD
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REQUIRED BY PUBLIC LAW 100-679
EDUCATIONAL INSTITUTIONS**

**PART VI - DEFERRED COMPENSATION AND
INSURANCE COSTS**

NAME OF REPORTING UNIT
New Mexico Institute of Mining

**Item
No.**

Item description

Instructions for Part VI

This part covers the measurement and assignment of costs for employee pensions, post retirement benefits other than pensions (including post retirement health benefits) and insurance. Some organizations may incur all of these costs at the main campus level or for public institutions at the governmental unit level, while others may incur them at subordinate organization levels. Still others may incur a portion of these costs at the main campus level and the balance at subordinate organization levels.

Where the segment (reporting unit) does not directly incur such costs, the segment should, on a continuation sheet, identify the organizational entity that incurs and records such costs. When the costs allocated to Federally sponsored agreements are material, and the reporting unit does not have access to the information needed to complete an item, the reporting unit should require that entity to complete the applicable portions of this Part VI. (See Item 4, page (i), General Instructions)

6.1.0 Pension Plans.

6.1.1 Defined-Contribution Pension Plans. Identify the types and number of pension plans whose costs are charged to Federally sponsored agreements. (Mark applicable line(s) and enter number of plans.)

Type of Plan

Number of Plans

A. ☒ Institution employees participate in State/Local Government Retirement Plan(s)

B. ☒ Institution uses TIAA/CREF plan or other defined contribution plan that is managed by an organization not affiliated with the institution

C. ☐ Institution has its own Defined-Contribution Plan(s) 1/

6.1.2 Defined-Benefit Pension Plan. (For each defined-benefit plan (other than plans that are part of a State or Local government pension plan) describe on a continuation sheet the actuarial cost method, the asset valuation method, the criteria for changing actuarial assumptions and computations, the amortization periods for prior service costs, the amortization periods for actuarial gains and losses, and the funding policy.)

1/ Describe on a Continuation Sheet.

**COST ACCOUNTING STANDARDS BOARD
DISCLOSURE STATEMENT
REQUIRED BY PUBLIC LAW 100-679
EDUCATIONAL INSTITUTIONS**

**PART VI - DEFERRED COMPENSATION AND
INSURANCE COSTS**

NAME OF REPORTING UNIT

New Mexico Institute of Mining

Item No.	Item description
6.2.0	<p>Post Retirement Benefits Other Than Pensions (including post retirement health care benefits) (PRBs). (Identify on a continuation sheet all PRB plans whose costs are charged to Federally sponsored agreements. For each plan listed, state the plan name and indicate the approximate number and type of employees covered by each plan.)</p> <p>2. <input checked="" type="checkbox"/> Not Applicable</p>
6.2.1	<p>Determination of Annual PRB Costs. (On a continuation sheet, indicate whether PRB costs charged to Federally sponsored agreements are determined on the cash or accrual basis of accounting. If costs are accrued, describe the accounting practices used, including actuarial cost method, the asset valuation method, the criteria for changing actuarial assumptions and computations, the amortization periods for prior service costs, the amortization periods for actuarial gains and losses, and the funding policy.)</p>
6.3.0	<p>Self-Insurance Programs (Employee Group Insurance). Costs of the self-insurance programs are charged to Federally sponsored agreements or similar cost objectives: (Mark one.)</p> <p>A. <input type="checkbox"/> When accrued (book accrual only) B. <input checked="" type="checkbox"/> When contributions are made to a nonforfeitable fund C. <input type="checkbox"/> When contributions are made to a forfeitable fund D. <input type="checkbox"/> When the benefits are paid to an employee E. <input type="checkbox"/> When amounts are paid to an employee welfare plan Y. <input type="checkbox"/> Other or more than one method 1/ Z. <input type="checkbox"/> Not Applicable</p>
6.4.0	<p>Self-Insurance Programs (Worker's Compensation, Liability and Casualty Insurance.)</p>
6.4.1	<p>Worker's Compensation and Liability. Costs of such self-insurance programs are charged to Federally sponsored agreements or similar cost objectives: (Mark one.)</p> <p>A. <input type="checkbox"/> When claims are paid or losses are incurred (no provision for reserves) B. <input type="checkbox"/> When provisions for reserves are recorded based on the present value of the liability C. <input type="checkbox"/> When provisions for reserves are recorded based on the full or undiscounted value, as contrasted with present value, of the liability D. <input checked="" type="checkbox"/> When funds are set aside or contributions are made to a fund Y. <input type="checkbox"/> Other or more than one method 1/ Z. <input type="checkbox"/> Not Applicable</p>
<p>1/ Describe on a Continuation Sheet.</p>	

COST ACCOUNTING STANDARDS BOARD DISCLOSURE STATEMENT REQUIRED BY PUBLIC LAW 100-679 EDUCATIONAL INSTITUTIONS		PART VI - DEPLETED COMPENSATION AND INSURANCE COSTS
		NAME OF REPORTING UNIT <u>New Mexico Institute of Mining</u>
Item No.	Item description	
6.4.2	<p>Casualty Insurance. Costs of such self-insurance programs are charged to Federally sponsored agreements or similar cost objectives: (Mark one.)</p> <p>A. <input type="checkbox"/> When losses are incurred (no provision for reserves)</p> <p>B. <input type="checkbox"/> When provisions for reserves are recorded based on replacement costs</p> <p>C. <input type="checkbox"/> When provisions for reserves are recorded based on reproduction costs new less observed depreciation (market value) excluding the value of land and other indestructibles.</p> <p>D. <input type="checkbox"/> Losses are charged to fund balance with no charge to contracts and grants (no provision for reserves)</p> <p>Y. <input checked="" type="checkbox"/> Other or more than one method <u>1/</u></p> <p>Z. <input type="checkbox"/> Not Applicable</p>	
<u>1/</u> Describe on a Continuation Sheet.		

COST ACCOUNTING STANDARDS BOARD DISCLOSURE STATEMENT REQUIRED BY PUBLIC LAW 100-670 EDUCATIONAL INSTITUTIONS		CONTINUATION SHEET Part VI
		NAME OF REPORTING UNIT New Mexico Institute of Mining and Technology
Item No.	Item description	
6.1.1	6.1.1 A. The State of New Mexico's Educational Retirement Board Plan is a defined benefit pension plan versus defined-contribution pension plan as stated in 6.1.1.	
6.1.2	On July 1, 1991 the New Mexico Alternative Retirement Plan (ARP) was created. TIAA/CREF and Fidelity are part of this plan and are therefore considered to be part of the State pension plan. the ARP is administered by the State. Authority: Article II, Section 22, NMSA, 1978 as amended, passed by the 1991 New Mexico Legislature.	
6.2.0	Revised to eliminate previously submitted comments.	
6.2.1	No PRB costs are charged to any sponsored agreements.	
6.4.2	All liability coverage is provided by the State of New Mexico's Risk Management plan. However, in the event one of the institutes's research or other sponsored activities funding agencies requires insurance in addition to the coverage which is offered by Risk Management, it is the institutes's practice to price the additional coverage and, with agency approval, charge the related premium to the benefiting agreement as a direct cost.	
End of Part VI VI - 4		

COST ACCOUNTING STANDARDS BOARD DISCLOSURE STATEMENT REQUIRED BY PUBLIC LAW 100-670 EDUCATIONAL INSTITUTIONS		PART VII - CENTRAL SYSTEM OR GROUP EXPENSES
		NAME OF REPORTING UNIT [New Mexico Institute of Mining and]
Item No.	Item description	
	<p align="center">DISCLOSURE BY CENTRAL SYSTEM OFFICE, OR GROUP (INTERMEDIATE ADMINISTRATION) OFFICE, AS APPLICABLE.</p> <p align="center">Instructions for Part VII</p> <p>This part should be completed <u>only</u> by the central system office or a group office of an educational system when that office is responsible for administering two or more segments, where it allocates its costs to such segments and where at least one of the segments is required to file Parts I through VI of the Disclosure Statement.</p> <p>The reporting unit (central system or group office) should disclose how costs of services provided by the reporting unit are, or will be, accumulated and allocated to applicable segments of the institution. For a central system office, disclosure should cover the entire institution. For a group office, disclosure should cover all of the subordinate organizations administered by that group office.</p> <p><u>Organizational Structure:</u></p> <p>7.1.0 On a continuation sheet, list all segments of the university or university system, including hospitals, Federally Funded Research and Development Centers (FFRDC's), Government-owned Contractor-operated (GOCO) facilities, and lower-tier group offices serviced by the reporting unit.</p> <p><u>Cost Accumulation and Allocation:</u></p> <p>7.2.0 On a continuation sheet, provide a description of:</p> <p>A. The services provided to segments of the university or university system (including hospitals, FFRDC's, GOCO facilities, etc.), in brief.</p> <p>B. How the costs of the services are identified and accumulated.</p> <p>C. The basis used to allocate the accumulated costs to the benefitting segments.</p> <p>D. Any costs that are transferred from a segment to the central system office or the intermediate administrative office, and which are reallocated to another segment(s). If none, so state.</p> <p>E. Any fixed management fees that are charged to a segment(s) in lieu of a prorata or allocation basis and the basis of such charges. If none, so state.</p>	