General Guidelines for determining State Eligible Space:
(From the HED Space Policy)

Summary:

- **Instruction and General (I&G) Space**: Area Eligible for State Support.
- **I&G NASF**: Net-Assignable area in support of institution’s mission.
- **Eligible Space**:
  - Owned or leased by an institution that is used for I&G functions.
  - Instruction.
  - General support of institution’s mission.
  - Museums, related to academic mission.
  - Faculty lounges, etc. if located in within an eligible facility.
  - Continuing education.
  - Emeritus faculty offices.
  - Alumni Offices.
  - President’s Residence.
  - Art Galleries, if located in an eligible facility.
  - Foundation.
  - University Police/Fire.
  - Externally funded research, with the primary purpose is instructional.
  - ROTC.
  - Public Service Space including:
    - NMDA
    - Ag Experiment stations
    - CES
    - Instructional Television
- **Ineligible activities**: (can be no more than 10% of the total active utilized space.)
  - Functions that do not receive state operating funds
  - Auxiliary functions (Bookstores, Housing, Students Unions, Food Services Athletics)
  - Large Public venues that generate significant income from ticket sales, such as Pan Am Center, Pit Arena.
  - Movable Storage units.
  - Student Government and club offices.
  - Faculty Housing.
  - Ballrooms, Banquet Halls.
  - Child Development centers, where the educational role is nominal.
  - Intramurals.
  - Parking structures.
**Instructional and General Space:** Net-assignable area which is used for academic instruction, research, and support of the institution’s mission. It does not include auxiliary enterprise space or space which is permanently unassigned.

**Concept of de minima use:**

These rules recognize that many spaces are multiuse and contain both eligible and ineligible functions. Those spaces where ineligible activities exceed 10% of the total active utilization of space must be prorated for partial funding. The data base spreadsheet utilized to report space use and function shall be the vehicle by which these splits in use are reported to HED. The following are examples of areas that are anticipated to be multiuse spaces on a campus:

- Natatoriums
- Weight Rooms
- Athletic venues where use of space is shared.

**I&G Net Assignable Square Feet:** Net assignable area which is used for academic instruction, academic research, and support of an institution's mission. It does not include auxiliary enterprise space or space that is permanently unassigned. This is also referred to as I&G NASF.

**Definitions of Eligibility:**

Areas eligible for state support. The state of New Mexico provides funding for the construction, renewal, operations and maintenance of space utilized to conduct operations funded with state appropriations.

Space owned, or leased by an institution from an outside entity, that is used for I&G or RPSP functions shall be eligible for state support for O&M but not for BRR.

Leased space will only be eligible for plant O&M funding subject to HED approval. Leased space is not eligible for BRR funding.
Examples:

Instructional space is eligible and includes, but is not limited to, classrooms, laboratories, other teaching facilities, office space for faculty and staff. All space necessary to operate libraries is eligible.

General purpose space includes all other space for support and administrative services funded through I&G allocations. All space related to student services or institutional administration is eligible and includes, but is not limited to, admissions, administrative vice presidents, comptroller, computer center, dean of students, maintenance work shops, placement services, university architect, vocational director.

Public service space includes space for services funded with RPSP funds from the state and includes, but is not limited to, space for agricultural experiment stations, cooperative extension services, New Mexico Department of Agriculture, and instructional television.

Areas not eligible for state support:

Space used for functions that do not receive state operating funds is generally not eligible for state support.

Space used in support of auxiliary functions is not eligible for state support. Such space includes, but is not limited to bookstores, student housing, student housing offices, student unions, and food services.

Space leased from an institution to a third party is not eligible for state support.

Space used for intercollegiate athletics is not eligible for state support. Such space includes but is not limited to athletic offices, athletic storage, field houses, administrative offices for the athletic department, coaches offices, and training areas.

Large public venues that generate significant income from ticket sales and sit outside of primary I&G or RPSP funding are determined by past determination to not be eligible. Examples include:

Pan Am Center

Pit Arena

Popejoy Hall at UNM

Moveable storage units are not eligible for state support.
Space for student government offices and campus club space is not eligible for state support.

Space used for faculty housing is not eligible for state support.

Space used for ballrooms and banquet halls is not eligible for state support.

Space for child development centers where the educational role is nominal is not eligible for state support.

Space used for intramurals is ineligible. If eligible activities take place in these spaces a proration will be needed.

Space used for parking structures is ineligible. If eligible activities take place in the parking structure, a proration of that space will be needed.

**Areas eligible for state support (Specific Rules):**

Space used for conducting externally funded research is eligible when the primary purpose is instructional, as related to graduate studies, and the space is occupied by regular faculty and students.

Space used for museums is eligible if the museum if the museum is related to the academic mission of the institution. (Museum gift shops are ineligible.)

Space used as faculty and student lounges, break rooms and reading rooms is eligible if located in an eligible facility.

Space used for child development centers is eligible if the primary role is to provide an educational setting for students engaged in an established academic program.

Space used for continuing education is eligible.

Space used for offices for emeriti faculty is eligible.

Space used for alumni offices is eligible.

Space used for a President’s Residence is eligible so long as the space is owned or leased by the institution. Leased space is eligible for O&M funding only.

Space used for art galleries, collections and donations is eligible, if located in an eligible facility.
Space used for offices of a foundation established to support institutional activities is eligible for state support.

Space used for a university police department or university fire department is eligible for state support.

Space used for a ROTC program is eligible for state support.