Using the ICIP to Advance your Tribal Infrastructure Projects

Wednesday, June 4, 2025

AGENDA

Welcome!

Today's presenters

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Purpose of Session

01 Who looks at ICIPs?

02 How do you submit your plan to DFA?

03 What have other communities done?

04 How can state agencies assist?
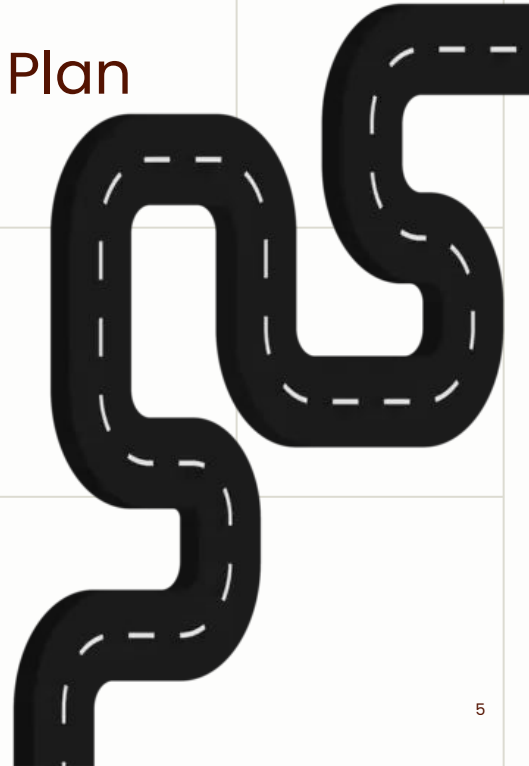
05 How does the ICIP help you plan and obtain funds?

Understanding the ICIP

Infrastructure Capital Improvement Plan

A multi-year roadmap

Outlines a government's plans for infrastructure and facility investments.

Help governments coordinate budgets, anticipate needs, and determine the *best* means for financing projects.

Administrative Facilities	Cultural Facilities (including museums)	Landfills	Public Housing	Solid Waste Transfer, Disposal and Collection
Airports	Design	Libraries	Planning	Special District Projects (e.g., water/sanitation, flood control, hospitals, fire, acequias)
Arts (other than museum)	Economic Development Projects	Lighting	Public Utilities	Storm and Surface Water Control
Broadband	Equipment	Medians	Regional Projects	Streets, Roads, Sidewalks, Curbs, Gutters, Bridges, Overpasses, and Bicycle Facilities
Clean Energy	Fair Facilities	Museums	Renovation	Transit
Convention Facilities	Housing	Public Parks & Trails (local)	Rest Areas	Utilities (publicly owned)
Community Service Facilities (e.g., senior centers, adult care facilities, child daycare facilities, domestic violence facilities, health facilities, youth activity centers, wellness center)	Land and Site Acquisition	Public Safety and Emergency (e.g. fire stations, law enforcement, ambulance equipment and facilities)	Sanitary Wastewater (Sewer) Collection and Treatment	Water Quality, Supply, Treatment and Distribution, and Water Rights & Protection

What is in the ICIP?

- Priority for your Tribe
- Year (FY 2027–2031, July 2026–June 2031)
- Type of project
- Location
- Scope of work
- Project Budget
- How will you phase or structure your project?
- What funding will you apply for or use?
- What funding do you have designated already?
- Have you planned for maintenance or operating expenses?
- Who will benefit?
- How does this project advancing your community's goals?
- How does this project promote safety and get rid of hazards/risks?

Common Misconceptions on the ICIP

01 It's a Wish List

Projects should be something that is a community need and is thoughtfully planned for.

02 It's a Funding App or Funding Source

The ICIP is a planning tool and shows project readiness.

03 It's a Capital Outlay Request

You can transfer the data into your capital outlay requests. But this is not an automatic application for capital outlay.

Department of Transportation

Tribal Infrastructure Fund

The Tribal Infrastructure Fund application requires that each application has a ICIP number

Aging & Long Term Services

ALTSD also requires an ICIP number to apply for funding for Senior Center Facilities.

How can you use your ICIP to access funding?

Capital Outlay

Asks for an ICIP number on the form to apply for funding. You can also transfer data from the ICIP to your requests.
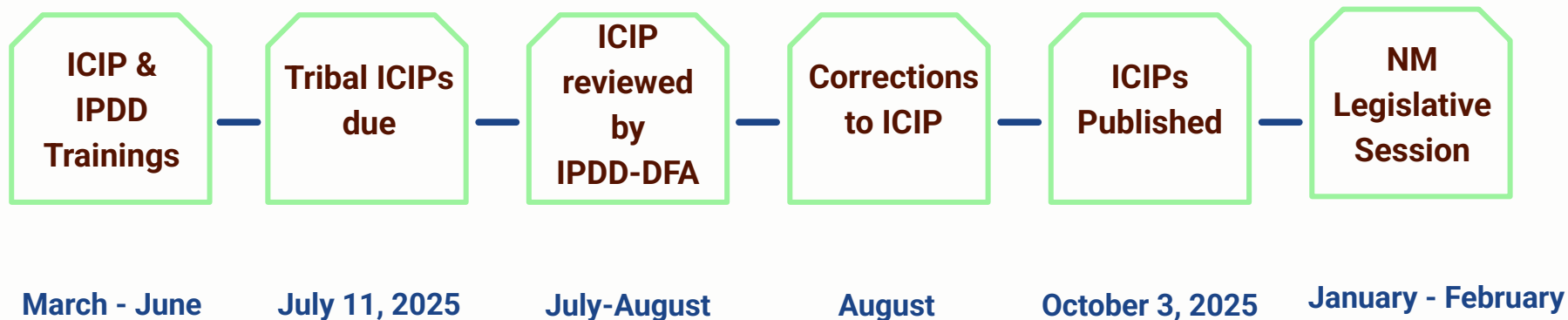
Also...

Seeking Funds from your Tribal Funds.

Seeking Funds from the Federal Sources.

- USDA
- IHS
- BIA
- Federal Highway Administration

2025 ICIP Timeline

ICIP & IPDD Trainings	Tribal ICIPs due	ICIP reviewed by IPDD-DFA	Corrections to ICIP	ICIPs Published	NM Legislative Session
March - June	July 11, 2025	July-August	August	October 3, 2025	January - February

2025 ICIP Cycle

- **Senior Citizen Facilities – Wednesday, May 14, 2025**

- **Special Districts – Friday, June 13, 2025**

- **State Agencies – Tuesday, July 1, 2025**

- **Tribal Governments – Friday, July 11, 2025**

- **Counties and Municipalities – Friday, July 11, 2025**

→ **Final ICIP Publication – Friday, October 3, 2025**

The ICIP Publication is distributed & reviewed by legislators, the Governor's Office, the public and decision makers.

NEW MEXICO DEPARTMENT OF
FINANCE & ADMINISTRATION

ICIP Client Login
Agency or Entity Code:
Password:
○ ICIP
[Login]

#1 Log In

ICIP   CPMS

#2 Click Blue ICIP Button

Welcome to the DFA site for the Infrastructure Capital Improvement (ICIP) projects and Capital Appropriations Search (CPMS).

After login, click on ICIP to enter ICIP project information.

For the Capital Appropriations Search and Capital Project Monitoring System, click on CPMS.

PLEASE NOTE: For security reasons, this ICIP site is no longer supported by Internet Explorer. Please use Google Chrome, Firefox or Microsoft Edge.

Other relevant links:
Department of Finance and Administration website
Infrastructure Planning and Development website

Local Government Division website

Local Government ICIP Contact: MaryAnn.Maestas@dfa.nm.gov
State Agency ICIP Contact: RyanS.Serrano@dfa.nm.gov

How can an entity code/password be obtained? Entry into the web site requires a code and a password. For new local government entities and special districts, send an email to Mary Ann Maestas at MaryAnn.Maestas@dfa.nm.gov or phone (505) 487-3523 to request an entity code and password.

https://www.state.nm.us/capitalprojects/

{Project Title}

TOTAL PROJECT COST	PRIORITY	PROPOSED START DATE	ANTICIPATED COMPLETION DATE
$1,569,584.36	High	12/22/2024	6/30/2024

Project Description

{Project Description} Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore et dolore magna aliqua. Ut enim ad minim veniam, quis nostrud exercitation ullamco laboris nisi ut aliquip ex ea commodo consequat. Duis aute irure dolor in reprehenderit in voluptate velit esse cillum dolore eu fugiat nulla pariatur. Excepteur sint occaecat cupidatat non proident, sunt in culpa qui officia deserunt mollit anim id est laborum.

PROJECT DETAILS

Project Overview

Project Location

Legislative Language

Scope of Work

OPERATING EXPENSES

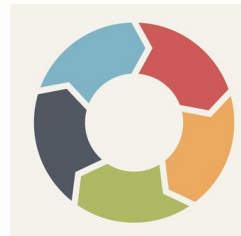Operating Expenses

Responsibilities

Additional Questions

Legislative Language

Legislative Language Prompts

What is the project meant to accomplish?
- ○ to acquire
- ○ to plan and design
- ○ to design and construct
- ○ to equip and furnish

What is the project?

{Project Title}

List the work that will be completed?

[   ]

Generate Legislative Language

Legislative Language

Legislative Language Prompts

[   ]

ICIP Cycle

1. Determine Process, including Citizen Participation
2. Formulate Mission, Goals, Objectives
3. Review existing plans, regulations, etc.
4. Analyze factors affecting future

5. Review inventory and note needed upgrades, etc.
6. Identify projects - new and from inventory
7. Obtain costs and tech options
8. Prioritize Projects

9. Analyze Capacity
10. Identify Funding Needs and Sources
11. Draft the ICIP
12. Feedback and Public Hearings

13. Adjust priorities & develop improvement plan
14. Submit ICIP to Governing Body & Adopt Resolution
15. Enter Final ICIP on ICIP Database website
16. Submit Resolution & Plan to IPDD-DFA

Cycle Steps

Step 1: Determine Process & Involve your Community

Allocate time/space & resources

Step 2: Produce mission, goals, objectives, policies

Step 3: Review Existing Plans, Regulations, Budget

Climate Plan, Asset Management Plan, Housing Plan, Resource Management, etc.

Step 4: Analyze factors that will affect your community's future.

Describe an upcoming step or phase.
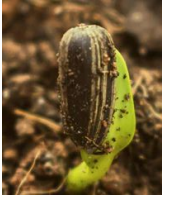
Step 5: Inventory existing facilities.

Utilize current inventory to consider future projects and/or note needed repairs.

Step 6: Identify Specific Projects

New, Renovations or Repairs, and Replacement

Step 7: Obtain accurate costs and technical options.

Also, Operating and Maintenance Expenses considerations

Step 8: Prioritize Projects

Across departments, whole government, may also include additional community involvement.

Step 9: Analyze Capacity

Describe an upcoming step or phase.

Step 10: ID Funding Needs & Sources

Step 11: Develop a draft ICIP

Create a preliminary five-year project priority list and draft plan. Use your current planning tools to inform.

Step 12: Get feedback, Community Input

Step 13: Adjust Priorities & Develop Implementation Plan

Revise if necessary

Step 14: Submit ICIP to Governing Body & adopt plan.

Resolution or Letter from Governor, President, etc.

Step 15: ICIP Entry on website & Submit documentation.

You've officially submitted your plan!

Primary Components of the ICIP

Above: Mariano Lake Chapter Project Meeting

Left: Gadii Ahi / To'Koi Chapter Administrative Bldg and Senior Center

Santa Ana Education Center

Right: Shiprock Incident Command Center

Public Participation

- The tribal leadership, project managers, and staff review existing plan
- The tribe conducts surveys and interviews of Community Membership
- Hold public hearings on ICIP
- Tribal Council/Chapter meeting to pass the ICIP Resolution or Letter from Pueblo Governor/Tribal President/Chapter President

Project Vision and Goals

The Tamaya Educational Center will be a thoughtfully designed facility dedicated to cultivating **future leaders** of the Tamaya People, blending **functionality, energy efficiency, and cultural heritage**. Grounded in the rich traditions of the Pueblo, it **honors and learns from the past and present to inspire future generations**.

wellness
nurturing   gathering
culture
early
learning
future leaders
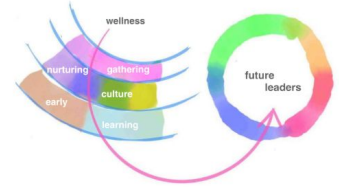
The new Early Learning building will extend the ripple lines of the wellness center as they take the community through a place of gathering, nurturing, and culture that will inspire the early learners and future leaders of the Tamaya people.

Prioritization

- Project prioritization is decided locally and through public participation

- Priorities are important for use by the New Mexico Legislature and Tribal Council

- ICIP Top 5 Priorities are the most important, however, lower priority projects have been funded.

- Regional Projects

- Senior Center Projects can be on both Tribal ICIP and Senior Center ICIP

Tribal Budget - How does the ICIP tie into Tribal Budget?

The review of the existing ICIP should include a review of the Tribal Budget:

- What Tribal funds are available for capital projects?

- What Tribal funds are available for operation and maintenance?

- What Tribal funds are available for unforeseen costs of projects?

- What is the current budget status of each project?

- Can you get cost estimates early on?

Project Budget – Secured & Potential Funding Budget (Question 13)

13. Secured & Potential Funding Budget [State Grant Funding should only be requested when all other funding sources have been exhausted if entity is providing matching funds, i.e. Federal, Local Taxes, Fees, NM Finance Authority Loans (NMFA), Tribal Infrastructure Fund (TIF), Water Trust Board (WTB), Public School Facility Authority (PSFA), Colonia's Infrastructure Board (CIB), etc. Amount Secured must match Funded to Date column in the Project Budget.]

Please complete tables below with all secured and potential funding sources. **(No decimals or dollar symbols $)** Instructions are available on the ICIP Data Entry manual, pages 17-18 which can be found on the ICIP website at https://www.nmdfa.state.nm.us/local-government/icip/.

Secured Funding Source(s):	Funding Amount Requested:	Date(s) Received:	n/a	Amount Secured:	Amount Expended to Date:	Comments:
CAP - Capital Outlay	515,000	2019	☐	515,000	515,000	Expended for Plar
LFUNDS - Local Fund	2,100,000	2022	☐	2,100,000	0	Sihasin Funds
LFUNDS - Local Fund	100,000	2022	☐	100,000	0	Chapter Funds
-	0		☐	0	0	
TOTALS	3,215,000			2,715,000	515,000	

Potential Funding Source(s):	Funding Amount Needed:	Applied for? Yes or No	Date when Applied:	Comments:	n/a	n/a
IA - Indian Affairs Grant	500,000	☑	2023		C	C
CAP - Capital Outlay	500,000	☑	2023		C	C
-	0	☐			C	C
-	0	☐			C	C

Discard my Changes   Deactivate this Project   Save Changes

Project Budget (Question 14)

14. PROJECT BUDGET: (Estimated Project Budget) *Complete the Budget below. Include only unfunded or unsecured funds under each project year.* **Note: Funded to Date column must equal the amount secured listed in the Funding Budget. All projects must include an amount not yet funded and cannot be Place Holder projects. Instructions available in the ICIP Data Entry manual, pages 19-22, which can be found on the ICIP website at** https://www.nmdfa.state.nm.us/local-government/icip

>(No decimals, commas or $ signs.) If amount was added, answer in the completed box must be either 'yes' or 'no'.

Categories	Completed (Yes/No)	Funded to Date	2026	2027	2028	2029	2030	Total Project Cost
Water rights	N/A	0	0	0	0	0	0	0
Easements and Rights of way	Yes	0	0	0	0	0	0	0
Acquisition	Yes	0	0	0	0	0	0	0
Archaeological Studies	Yes	0	0	0	0	0	0	0
Environmental Studies	Yes	1,000	0	0	0	0	0	1,000
Planning	Yes	100,000	0	0	0	0	0	100,000
Design(Engineer/Architect)	Yes	100,000	0	0	0	0	0	100,000
Construction	No	2,514,000	0	0	0	0	0	2,514,000
Furnish/Equip/Vehicles	No	0	500,000	0	0	0	0	500,000
TOTALS		2,715,000	500,000	0	0	0	0	3,215,000

Amount Not Yet Funded	500,000

● What is already completed? ● What is already funded? ● What needs funding? ● Can it be phased?
● What is the total cost of project? ● Is the request amount based on an updated cost estimate?

Legislative Language (Question 11)

ICIP

11. Legislative Language: *(500 maximum characters allowed) Provide recommended Legislative language. Use descriptors, such as: 'to acquire' or 'to plan and design' or 'to design and construct' or 'to equip and furnish' as well as what the project is, such as 'a multipurpose center'. Provide a broad statement of the work to be completed in this section. Include only specifics on the projected use of the requested funding. It is important to complete this section, as it is tied to how funding may be used. Type Response in Box. NMAC #:2.61.6 Bond Project Disbursement Guidelines at* https://www.srca.nm.gov/parts/title02/02.061.0006.html

Example: "to plan, design, construct, furnish and equip a new fire station in Bernalillo in Sandoval county. Or to purchase and equip a new fire truck in the pueblo of Santa Clara in Rio Arriba county" (start sentence with lower case and no period at the end)

to construct and equip improvements to the Baahaali chapter house in Baahaali chapter of the Navajo Nation in McKinley county

Capital Outlay Bill

21   22.   one hundred thousand dollars ($100,000) to

22   plan, design, construct and equip improvements to the chapter

23   house in the Baahaali chapter of the Navajo Nation in

24   McKinley county;

Don't put justifications into the Legislative Language -- This is the wording that is put into the Capital Outlay Bill and denotes what the funding can be used for once the Bill is passed and signed by Governor. Make sure the Legislative Language matches the project budget (Q#14).

Legislative Language (Question 11)

Provide complete, thorough, and accurate answers. Responses that lack sufficient information and detail will delay your funding.

Appropriation ID: G2469

Appropriation ID: G2469
Appropriation Title: BAAHAALI CHP HOUSE IMPROVE
Appropriation Amount: 100000
Appropriation Language: to plan, design, construct and equip improvements to the chapter house in the Baahaali chapter of the Navajo Nation in McKinley county;
Appropriation Year: 2022
Chapter/Section: 53 / 26/22

Local Entity Code: 13019
Local Entity Name: Navajo Nation
Oversight Agency Code: 60900
Oversight Agency Name: Indian Affairs Dept. (IAD)
Fund Type: STB

Bond Questionnaire

Inter-Government Agreement (IGA)

WHEREAS, pursuant to the Laws 22, Chapter 53, Section 26, Item 22, ONE HUNDRED THOUSAND DOLLARS ($100,000.00); to plan, design, construct and equip improvements to the chapter house in the Baahaali chapter of the Navajo Nation in McKinley county; and

Utilize these Resources
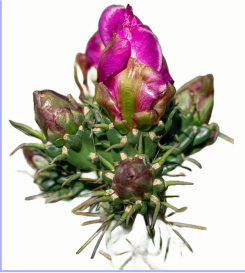
Councils of Government

7 Districts based on your location

Online Resources

DFA website resources including resolution template and print out worksheets
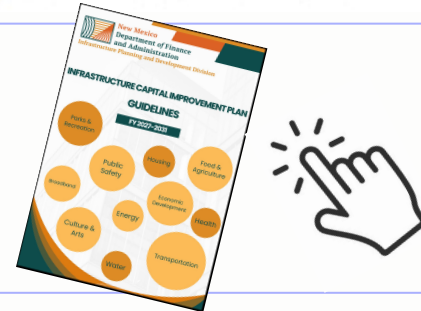
DFA Staff

ICIP Program Coordinator + Rural-Equity Ombuds

Councils of Government by County
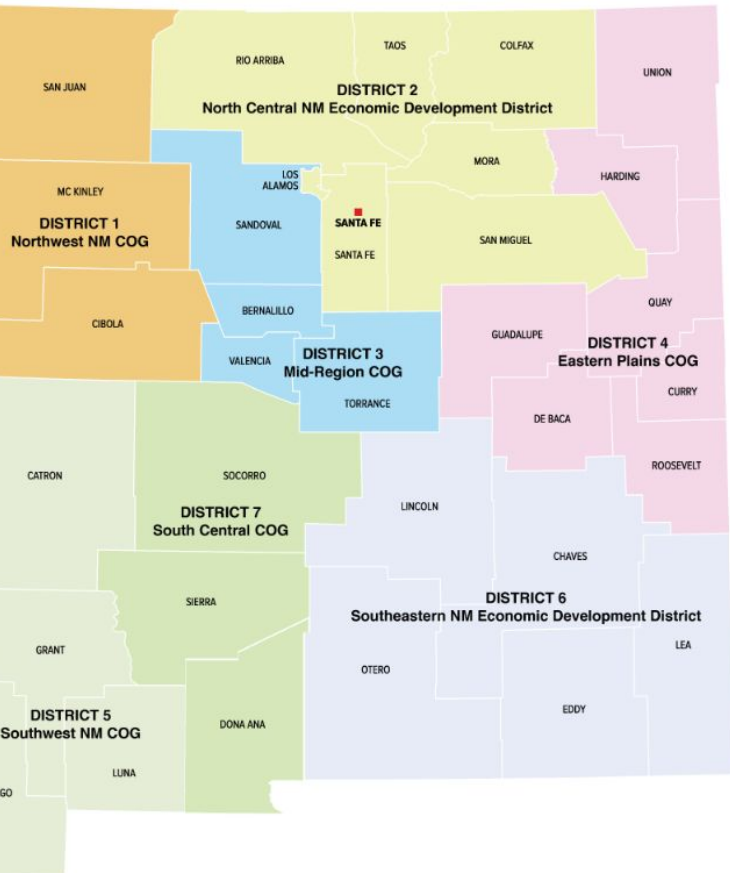
District 1: Northwest NM Council of Governments *(San Juan, McKinley, Cibola Counties)*
Evan Williams, Executive Director; Phone: (505) 722-4327; Email: ewilliams@nwnmcog.org

District 2: North Central NM Economic Development District *(Rio Arriba, Santa Fe, Taos, Los Alamos, Colfax, Mora, San Miguel Counties)*
Monica Abeita, Executive Director; Phone: (505) 395-2668; Email: monicaa@ncnmedd.com

District 3: Mid-Region Council of Governments *(Sandoval, Bernalillo, Valencia, Torrance Counties)*
Bianca Borg, Regional Planning Program Manager; Phone: 505-724-3608; Email: bborg@mrcog-nm.gov

District 4: Eastern Plains Council of Governments *(Union, Harding, Quay, Curry, Roosevelt, Guadalupe, De Baca Counties)*
Sandy Chancey, Executive Director; Phone: (575) 762-7714 ; Email: schancey@epcog.org

District 5: Southwest NM Council of Governments *(Catron, Hidalgo, Luna, Grant Counties)*
Priscilla Lucero, Executive Director; Phone: (575) 388-1509; Email: priscillalucero@swnmcog.org

District 6: Southeastern NM Economic Development District *(Lincoln, Otero, Chaves, Eddy, Lea Counties)*
 Dora Batista, Executive Director; Phone: (575) 624-6131; Email: dbatista@snmedd.com

District 7: South Central Council of Governments *(Socorro, Sierra, Dona Ana Counties)*
Jay Armijo, Executive Director; Phone: (575) 744-4857; Email: jarmijo@sccog-nm.com

Online Resources

- Guidelines

- Data Entry Manual

- Previous Virtual Trainings

- Resolution Template

- User Access Form for new staff

New Mexico Department of Finance and Administration
Infrastructure Planning and Development Division

INFRASTRUCTURE CAPITAL IMPROVEMENT PLAN GUIDELINES

FY 2027–2031

- Parks & Recreation
- Food & Agriculture
- Housing
- Public Safety
- Economic Development
- Health
- Broadband
- Energy
- Culture & Arts
- Transportation
- Water

New Mexico Department of Finance and Administration
Infrastructure Planning and Development Division

INFRASTRUCTURE CAPITAL IMPROVEMENT PLAN (ICIP)

DATA ENTRY INSTRUCTION MANUAL

FY 2027–2031

- Public Benefits
- Project Budgets
- Process
- Funding & Financing
- Planning
- Project Phasing

Online Resources

FY2027-2031 ICIP Guidelines & Instructions

Search files:

Title	Open File
FY2027-2031 ICIP Data Entry Instructions	Open File
FY2027-2031 ICIP Worksheets Form Fillable	Open File
FY2027-2031 Local ICIP Guidelines	Open File
ICIP Training Dates 2025 May-July Updated 5.19.2025	Open File

DFA Staff Assistance

New Mexico
Department *of* Finance and Administration

Infrastructure Planning and Development Division

- ICIP Open "Office" Hours | Every **Tuesday** from **April 8-July 8 at 3:00-4:30 PM**

Meeting Link:

https://teams.microsoft.com/l/meetup-join/19%3ameeting_ZTdjMDhkOWMtM2RjOC00OTdjLTg0NmUtZjI5MjMxN2E3ZTdi%40thread.v2/0?context=%7b%22Tid%22%3a%2204aa6bf4-d436-426f-bfa4-04b7a70e60ff%22%2c%22Oid%22%3a%2230fded79-66db-4ff8-908d-77e51c03ff15%22%7d

Meeting ID: 217 430 105 781   Passcode: g9rb22Rx

- Doesn't work for you? We can schedule another time/day!

If you have any questions about the Local ICIP process, please contact:

Mary Ann Maestas maryann.maestas@dfa.nm.gov or 505-487-3523

Rural & Frontier Equity Ombuds

- Do you need capital improvements but can't find the funding to realize the project?

- Do you have troubling communicating with other agencies or entities, or identifying who you should contact for information and assistance?

- Do you need training in technical or procedural matters?

- Do you feel like the voice of your community isn't heard?

Rural & Frontier Equity Ombuds

- The ombuds work on issues of concern to rural and frontier entities, including incorporated municipalities, unincorporated communities, Tribes, and special districts such as mutual domestics and soil & water conservation districts.

- The ombud is mandated to collaborate with all federal and state agencies, the governor and legislature of New Mexico, nonprofits, and other organizations on behalf of these local public bodies and rural communities.

- The ombuds work to provide technical assistance, capacity building & guidance, interagency collaboration, and advocacy on behalf of our rural communities. The purpose of this advocacy is to "level the playing field" amongst public entities in our state.

Rural & Frontier Equity Ombuds

We are hosting Capacity Building Sessions in collaboration with the regional Councils of Government.

The first round of training consists of three sessions on the following topics:
·Office of the State Auditor – Audit Act Requirements and OSA Navigation
·Capital Planning and Policy – ICIP + Capital Outlay 101
·Local Government Budget Management System (LGBMS) Training – Basics of Budget and Quarterly Reporting

Capacity Building Trainings (In-Person)

- Northwestern Region, Gallup: Saturday, July 12th

- Southeastern Region, Roswell : Wednesday, July 23rd

- North Central Region, Taos: Saturday, July 26th

Contact the ombuds for information and registration.

Contact us:

Jason Quintana, Rural and Frontier Equity Ombud

Jason.Quintana@dfa.nm.gov | 505-827-8051

Michael Gilmore, Rural and Frontier Equity Ombud

Michael.Gilmore@dfa.nm.gov | 505-623-1082

35

What do you submit to complete your ICIP?

✓

Signed Resolution or Letter of Approval from a Governor, President, or Chapter President
must email to
Lgd.icip@dfa.nm.gov

Resolution template available on DFA website
https://www.nmdfa.state.nm.us/infrastructure-planning-and-development-division/icip/
 or email
maryann.maestas@dfa.nm.gov

✓

New User Access form - for *NEW* staff only
must email to
Lgd.icip@dfa.nm.gov

Helps us maintain accurate contact information and prevent unauthorized access to your ICIP account!
 Form available on DFA website
https://www.nmdfa.state.nm.us/infrastructure-planning-and-development-division/icip/ or email
maryann.maestas@dfa.nm.gov

✓

Submit ICIP Completion Form

https://forms.office.com/g/6Jf8C027Pn

We will review your ICIP and help identify any updates or errors.

We will contact you to let you know after we have reviewed.

Required Docs for Completion

FY2027-2031 ICIP Submission Documents for Local Entities

Search files:

Title	Open File
FY2027-2031 ICIP Submission Check List	Open File
Resolution Template_Editable 2027 2031	Open File
ICIP_CPMS New Account Form_2025	Open File

Letter or Resolution →

New staff only →

Required Submission Form for Local Entities

Title	Open File
2027-2031 Infrastructure Capital Improvement Plan (ICIP) Submission Completion Form for Local Entities	Online Form

Online form →

https://www.nmdfa.state.nm.us/infrastructure-planning-and-development-division/icip/

Funding Sources

01	Capital Outlay	
02	Tribal Infrastructure Fund	
03	Grants	
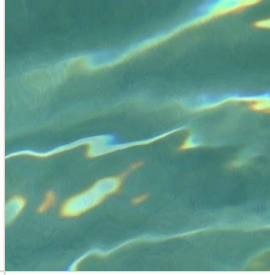
Information from IAD

PROGRAMS & FUNDING

THE INDIAN AFFAIRS DEPARTMENT HAS MULTIPLE PROGRAMS AND FUNDING SOURCES THAT BENEFIT NATIONS, PUEBLOS AND TRIBES ACROSS THE STATE OF NEW MEXICO.

These programs and funding sources vary from year to year and are based upon the appropriations approved by the New Mexico State Legislature and Governor of New Mexico.

Below are the current funding sources available:

Tribal Infrastructure Fund →

Capital Outlay →

Tobacco Cessation and Prevention Program Funding →

Special Projects Funding →

Capital Outlay Funds are overseen by various State Agencies depending on type project.

Most Tribal projects are under the Indian Affairs Department (IAD).

Senior Citizen Projects are under NM Aging & Long Term Services Department (ALTSD)

Transportation Projects are under NM Department of Transportation (NMDOT)

Water Projects can be under NM Environmental Department (NMED) or IAD

Home > Programs & Funding > Capital Outlay

CAPITAL OUTLAY

CAPITAL OUTLAY

In New Mexico, capital outlay is authorized by the Legislature and generally is nonrecurring – one-time – money.

Capital Outlay funds are used to build, improve or equip physical property that will be used by the public. Roads, computers, museums, playgrounds, schools, irrigation ditches, hospitals, lands, and furniture can all be capital outlay projects.

Upon the conclusion of the legislative session, the Governor of New Mexico has 20 days to either approve or line item veto capital outlay projects. The IAD will immediately notify the tribal entity/organization of the capital outlay projects appropriated to their community through an award letter for both Severance Tax Bond and General Fund appropriations. IAD will request that a scope of work (SOW) be submitted to IAD. A SOW must by submitted for each appropriated project(s).

Much of the state's capital outlay is funded through three sources: general obligation bonds, severance tax bonds and nonrecurring general fund revenue. Amounts vary from year to year depending on the economy. Nonrecurring general fund moneys are particularly unpredictable. The state also issues bonds for state transportation projects, projects funded by the New Mexico Finance Authority, and other projects and typically those bonds are repaid with other revenue.

Each year the New Mexico Indian Affairs Department is the administering agent for monies allocated to the department from the Legislature for each tribal entity.

NOTE: IAD urges tribal entities to thoroughly assess project readiness. The Bonds are subject to arbitrage (interest charged to the bond). The longer it takes for the tribal entity/organization to spend the money, the more interest the State must pay on the bond. This is money that could be better spent by tribes to fund more projects.

Requests for Capital Outlay

Requests for Capital Outlay

New Mexico Legislature

Home / Capital Outlay Web / Capital Outlay Web Submit Request

Capital Outlay Web Request

1. Infrastructure Capital Improvement Plan (ICIP) five digit project ID # *(If you do not have a project #, begin your request with Item #2. See instructions.)*

[_____] [Import ICIP Data]

2. Contact Name*

3. Contact Title*

4. Contact Phone*

5. Contact Email*

6. Fiscal Agent* *(Entity to receive funding. See instructions.) Only the state or political subdivisions of the state are eligible to receive funding.*

[Select a fiscal agent   ⌄]

7. Entity requesting funding*(If different from fiscal agent, type in the requesting entity name. See instructions.)*

8. Entity that will own the project upon completion*(If different from fiscal agent, type in the owner's name. See instructions.)*

Do Not Submit. Example only.

LEGISLATIVE COUNCIL SERVICE
56TH LEGISLATURE – SECOND SESSION - 2024
CAPITAL OUTLAY REAUTHORIZATION REQUEST FORM (8/2/23)

Legislative Sponsor: _____

Sponsor's Signature: _____

Project Contact: _____ **Phone:** _____ **Email:** _____

Please provide the following information about the appropriation being reauthorized:
(If you need assistance, the Department of Finance and Administration offers a link to search capital project appropriations at: http://www.nmdfa.state.nm.us/Capital_Outlay_Bureau.aspx.)

1. DFA appropriation identification number (Appr ID): _____
2. Current balance on this appropriation: _____
3. Are any binding contracts in place for this appropriation? _____
4. How many times has this appropriation been reauthorized? _____
5. What was the original purpose of this appropriation?
   _____
   _____
   _____

6. What is the change to the purpose or the language of the appropriation that you are requesting? *
   _____
   _____
   _____
   _____

7. Does the time of expenditure need to be extended?   Yes ___   No ___
8. Does the agency receiving the appropriation need to be changed?   Yes ___   No ___

   If yes, what is the new receiving agency? _____
9. Enter original citation: Laws (year)_____, Chapter_____, Section_____, Subsection_____
10. Enter any reauthorizing citations: Laws (year)_____, Chapter_____, Section_____, Subsection_____
    Laws (year)_____, Chapter_____, Section_____, Subsection_____
11. Entity requesting reauthorization: _____
12. Entity to receive funding for this project (only the state and political subdivisions of the state are eligible to receive funding): _____
13. Entity that will own the asset upon completion _____

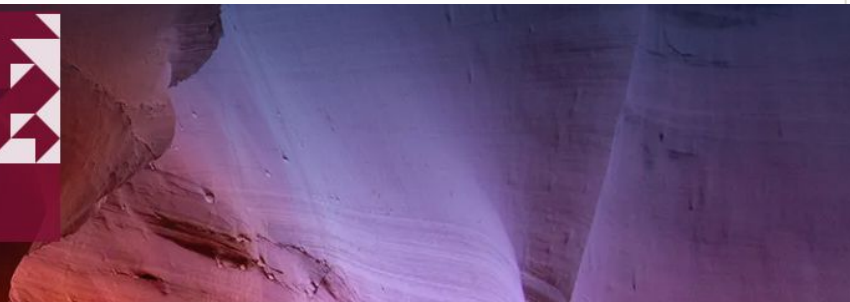*If changing the purpose of the appropriation, refer to the documentation requirements posted here: www.nmlegis.gov/Legislation/BillFinder/Capital_Outlay*

Types of Capital Outlay

STB	GF	GOB
Severance Tax Bonds	General Fund	General Obligation Bonds
Severance Tax Bonds Appropriations funded through Severance Tax Bonds (STB) will be budgeted through an automated upload by DFA in July once the bonds are sold. Must answer the State Board of Finance (SBOF) Questionnaire.	General Fund (GF) appropriations will be budgeted through an automated upload by DFA in June, 2025. Must answer the IPDD General Fund Questionnaire.	Appropriations funded through General Obligation Bonds (GOB) will be budgeted through an automated upload by DFA once the bonds are sold in June 2026. GOB funds are voted on by NM Voters in November. These cannot be reauthorized.

TRIBAL INFRASTRUCTURE FUND

THE TRIBAL INFRASTRUCTURE FUND

The Tribal Infrastructure Fund was created by the Tribal Infrastructure Act in 2005. This act recognizes that many of New Mexico's tribal communities lack basic infrastructure, including, but not limited to water and wastewater systems, roads, and electrical power lines.

Through this competitive funding, all federally recognized nations, pueblos, and tribes within New Mexico have an opportunity to submit a robust project proposal for their community. At each funding cycle, the project proposal is evaluated and based on scoring, is awarded funds through the 13-person Tribal Infrastructure Board, which is administratively attached to the New Mexico Indian Affairs Department.

Pursuant to the Laws of 2010, HB162 – Severance Bonds for Tribal Infrastructure, the State Board of Finance division shall allocate four and one half percent (4.5%) of the estimated senior severance tax bonding capacity each year for tribal infrastructure projects, and the state board of finance will issue severance tax bonds in the annually allocated amount for use by the Tribal Infrastructure Board to fund qualified tribal infrastructure projects.

Tribal Infrastructure Fund Requirements

- Submit a Tribal Infrastructure Fund Application through the TIF Portal

- Must have a state Infrastructure Capital Improvement Plan (ICIP) number in order to apply for TIF funding

- You can upload supporting documents with application in TIF Portal

3

Eligibility

- Federally recognized Indian nation, tribe or pueblo located wholly or partially in New Mexico or any of its governmental entities or subdivisions is eligible to apply for funding

Tribal Infrastructure Fund - Amounts & Number of Projects 2006-2025
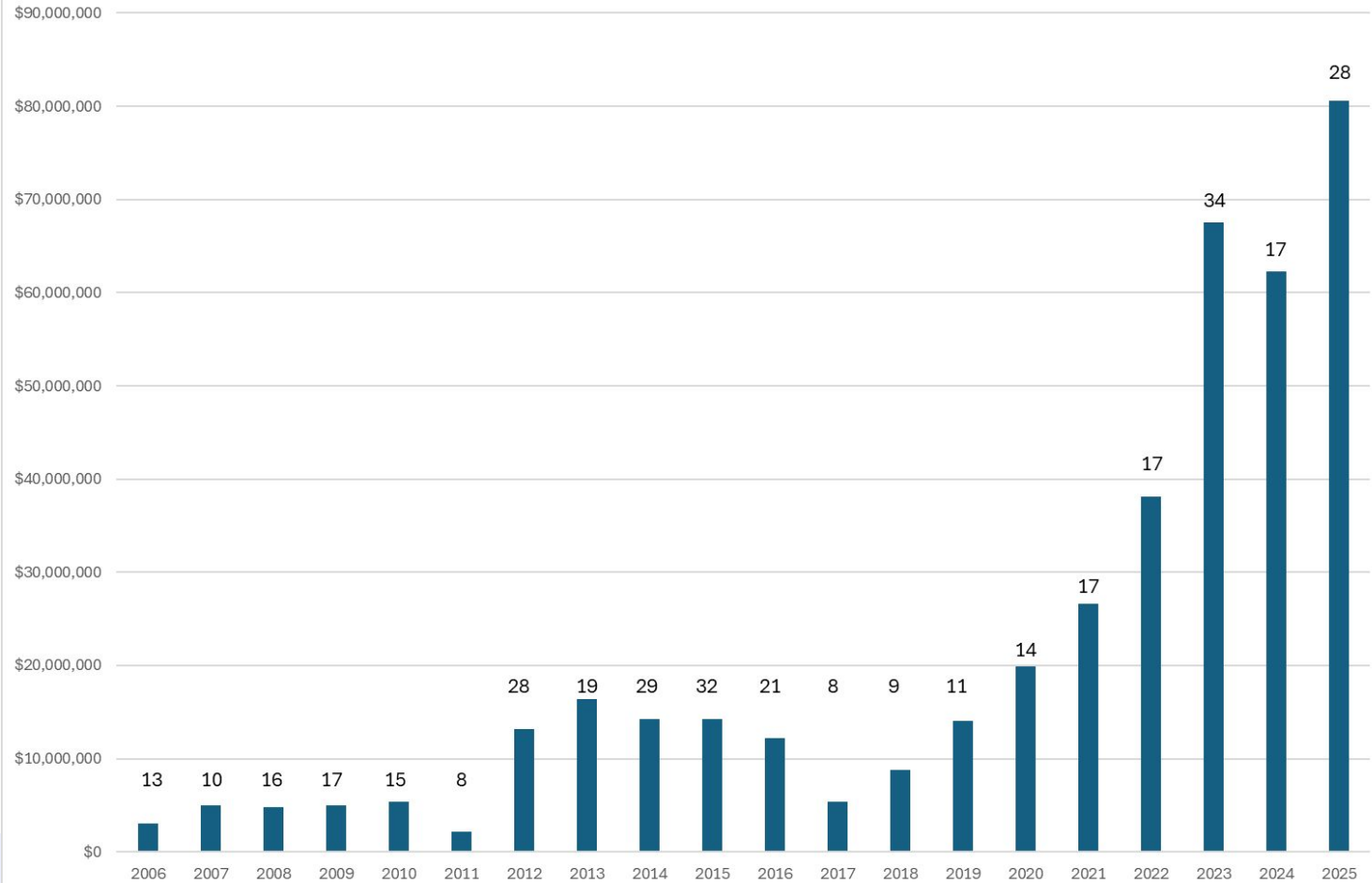
Funding Navigation Process

Technical assistance program helping local governments find capital project funding

New Mexico
Department *of* Finance and Administration

Infrastructure Planning and Development Division

Purpose of Funding Navigation

CAPITAL STACK APPROACH

- CASH
- FEDERAL GRANT
- PUBLIC-PRIVATE PARTNERSHIP
- STATE GRANT
- BOND

TRADITIONAL FINANCING FOR MUNICIPAL PROJECTS
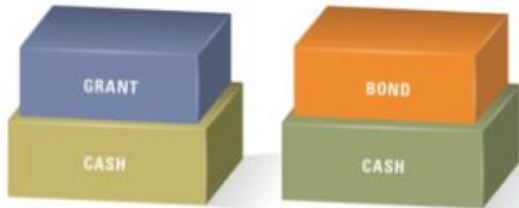
- GRANT
- CASH
- BOND
- CASH

- Assists Entities in securing financial resources for capital projects

- Identifies funding opportunities from federal, state, and private sources

- Provides continuous support throughout the funding process

- Delivered by Funding Assistance Navigators under IPDD–CNFA Bureau Chief

The Process at a Glance

Funding Navigation Questionnaire Submission	>	Entity Intake Call	>	Funding Recommendations Memo	>	Technical Assistance Call
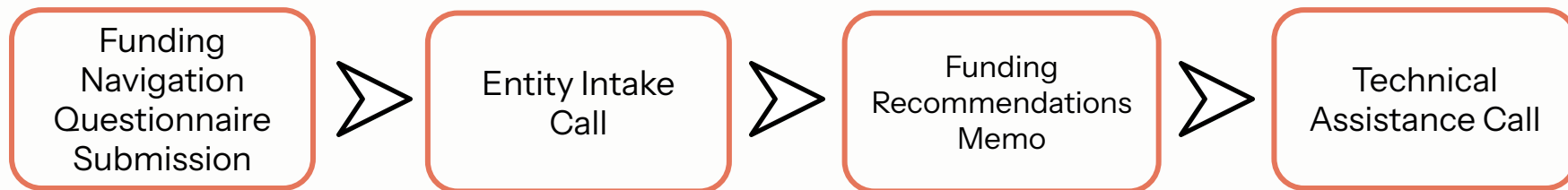
Access the Funding Navigation Questionnaire here!

→

Benefits to Participants

- Expert guidance navigation complex funding landscapes

- Access to diverse funding sources

- Support building capital stacks

- Technical assistance with applications

- Ongoing support throughout the process

- Emphasis on fully funding capital projects

Examples of other grants/funding

Federal:

- Grants.gov
- FHWA Grants
- EPA Indian Community Development Grant
- Indian Community Development Block Grant Program
- Bureau of Indian Affairs
- USDA Tribal Resources
- National Endowment for the Humanities
- Economic Development Administration
- Department of Energy
- Department of Transportation

State:

- NM Match Fund
- NM Economic Development Department
- NM Indian Affairs Department
- NM Department of Transportation
- NM Finance Authority

Private

- Local Foundations
- First Nations Development Institute
- Many more..

Community Examples
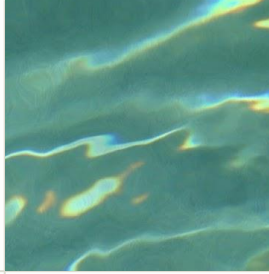
Pueblo of Pojoaque

- Infrastructure Capital Improvement Plan

- SUCCESSFUL PROJECT PLANNING

PLAN ⟶ DESIGN ⟶ CONSTRUCT

===

PLANNING PROJECTS

Housing Phase IV

Library/Resource Center ⟶ Library/Resource Center

Family Services Facility

DESIGN PROJECTS

CONSTRUCTION/ RENOVATON

Early Childhood Center ⟶ Early Childhood Center

Behavioral Health Facility ⟶ Behavioral Health Facility

Community Center ⟶ Community Center

Wellness Center

Behavioral Health Annex

FY2022 ICIP Priority #2

Plan Design Construct Equip Renovate

$1,415,700 – Capital Outlay Request

- **Completion of Tapia Building (Counseling Center) Renovations**

- **Design Completion for remodel of existing building**

- **Completion of remodel/renovation of existing building**

- **Design Completion of new building expansion (Phase 2)**

FY2024 ICIP Priority #2

FY2025 ICIP Priority #5

FY2026 ICIP Priority #5

Entity Code	Agency/Local Government	Project Title
01004	Pojoaque Pueblo	Phase II Wastewater System Improvements
01004	Pojoaque Pueblo	Early Childhood Development Center
01004	Pojoaque Pueblo	Pojoaque Wellness Center
01004	Pojoaque Pueblo	Pojoaque Public Library and Resource Center
01004	Pojoaque Pueblo	Behavioral Health Facility

$1,000,000 – FY25 Capital Outlay Request Received

$2,300,000 – CDS Funding Martin Heinrich Received

$2,200,000 – FY25 Tribal Infrastructure Fund Received

Top 5 ICIP Priorities
Capital Outlay/Federal Funding Requests and TIF

Capital Outlay

- Legislators prioritize funding for projects on the ICIP's Top 5 Priorities

Utilize the ICIP for federal grant applications to show that the project has been vetted, is a priority, and has been approved by the entities authorized official(s)

Tribal Infrastructure Fund

- Multiple funding sources should be indicated on your project's ICIP

- Project does not have to be in the Top 5 for qualify for TIF; however, it does indicate that the project is a top priority for your organization

New Mexico Legislature

Kewa Pueblo/Santo Domingo Pueblo Housing Project

$2,000,000

2020-2022 - Capital Outlay

Kewa Pueblo/Santo Domingo Pueblo Housing Project

In a moment of celebration and progress, Governor Thomas Moquino Jr., Lt. Governor Raymond Aguilar, tribal officials, and dedicated labor crews gathered to witness three Santo Domingo families receive the keys to their newly built homes.

Funded through capital outlay, this milestone underscores the Pueblo's ongoing commitment to securing safe and quality housing for its people.

The newly constructed homes reflect the resilience of the Santo Domingo Pueblo and the collective effort to ensure that families have a strong foundation for generations to come. Tribal officials expressed gratitude for the dedication of those who contributed to this project, reaffirming the Pueblo's mission to enhance the well-being of its community members.

Chichiltah-Vanderwagen Chapter Water System Project
Chichiltah Chapter

$501,113   2019 - Tribal Infrastructure Fund - Design Phase II

$660,000   2020/2021 - Capital Outlay - Construction

$2,071,679   2020 - Tribal Infrastructure Fund - Construction

Chichiltah-Vanderwagen Chapter Water System Project
Chichiltah Chapter

After more than a decade of planning, perseverance, and advocacy, the Navajo Nation proudly celebrated the groundbreaking ceremony of the Chichiltah-Vanderwagen Chapter Water System project. This long-awaited development, which *never* reverted funds back to the state, is set to provide access to clean and reliable water for at **least 200 homes.**

Right: March 2025, the community gathered for a momentous occasion at the project site to celebrate the groundbreaking of a vital water infrastructure project. The event, themed "Gratitude Blessings for Water," honored the significance of water resources and the collaborative efforts that brought the project to fruition.

Honorable **Dr. Buu Nygren**, Navajo Nation President, addressed the gathering, emphasizing the project's long-term benefits for future generations and the need for continued investment in water infrastructure for Navajo communities.

Adding a cultural touch, storyteller **Sunny Dooley**, a renowned **Hózhǫ́ǫ́jí Hane'** Teller, along with young community members **Shaylyn, Shenoa, and Shyann Nelson & Zaiden Begay,** delivered heartfelt reflections on the value of water in Navajo traditions.

Attendees included Cal Curley, staff member from the office of U.S. Congresswoman Teresa Leger Fernández, as well as New Mexico Representative Martha Garcia. The chapter also extended its gratitude to Senator George Muñoz and the late Representative Eliseo Alcon, both of whom strongly supported this project from its inception.

Monica Cordova, IAD

This groundbreaking marks the beginning of a crucial initiative to enhance water accessibility, reinforcing the community's commitment to sustainability, cultural preservation, and collective progress.

Please finalize your ICIP (on ICIP website), submit documents (Resolution/Letter) and complete the online form by July 11th.

ICIP Submission Form linked on website and on ICIP Guidelines PDF

*Required Forms/Documents

Resolution Template

County, Municipality/Tribal Government/Special District of
_____

COUNTY OF_____

Resolution No._____

A RESOLUTION
ADOPTING THE FY 2027-2031 INFRASTRUCTURE CAPITAL IMPROVEMENT PLAN (ICIP)

WHEREAS, the _____ of _____ recognizes that the financing of public capital projects has become a major concern in New Mexico and nationally; and

WHEREAS, in times of scarce resources, it is necessary to find new financing mechanisms and maximize the use of existing resources; and

WHEREAS, systematic capital improvements planning is an effective tool for communities to define their development needs, establish priorities and pursue concrete actions and strategies to achieve necessary project development; and

WHEREAS, this process contributes to local and regional efforts in project identification and selection in short and long range capital planning efforts.

NOW, THEREFORE, BE IT RESOLVED BY THE _____ that:

1. The county/municipality/tribal government/special district has adopted the attached FY 2027-2031 Infrastructure Capital Improvement Plan, and

2. It is intended that the Plan be a working document and is the first of many steps toward improving rational, long-range capital planning and budgeting for New Mexico's infrastructure.

3. This Resolution supersedes Resolution No. _____.

PASSED, APPROVED and ADOPTED by the governing body at its meeting of_____, 2025

Mayor/County Commission Chair/Board Chair

ATTEST:_____

Municipal/County Clerk/Other Testator

2025 Infrastructure Capital Improvement Plan (ICIP) Submission Completion Form FY2027-2031

ICIP SUBMISSION SPECIFICATIONS - **Submit one (1) ICIP Submission Completion Form per entity**. Do not mail or email ICIP submission. Please utilize this ICIP Microsoft Form.

Complete this form and attach required documents when your entity's information and project description information has been entered into ICIP database. Do not include the ICIP project reports as they will be reviewed from the ICIP database by the ICIP program manager.

Submission documents are available on the ICIP webpage at https://www.nmdfa.state.nm.us/infrastructure-planning-and-development-division/icip/ ICIP database website: https://www.state.nm.us/capitalprojects/

Please send the required forms via email to LGD.ICIP@dfa.nm.gov
1. Written approval of ICIP by governing body. Provide a Resolution of Approval from entity governing body. (Tribal Governments that are not able to obtain a Resolution may provide Letter of Approval from a Governor/President/Chapter President.) If an adopted Resolution or Letter of Approval is not included, your submission will not be accepted. Senior Citizen facilities must provide a copy of fiscal agent's resolution and a letter from director endorsing their ICIP. A resolution template is available in the ICIP Guidelines and ICIP (DFA) website. Please email your entity's resolution to lgd.icip@dfa.nm.gov
2. Permission for Access Form. Complete form to include information for new individuals who have been granted access to the ICIP database and who may enter information, so we may update our contact records. If you do not have new staff/volunteers working on the ICIP for your entity, you do not have to send this form. Submit this form to lgd.icip@dfa.nm.gov

FY2027-2031 ICIP Submission Deadlines:
- Senior Citizen Facilities – Wednesday, May 14, 2025
- Special Districts – Friday, June 13, 2025
- State Agencies – Tuesday, July 1, 2025
- Tribal Governments – Friday, July 11, 2025
- Counties and Municipalities – Friday, July 11, 2025
- Final Publication – Friday, October 3, 2025

For any questions, please send an email to: Mary Ann Maestas at maryann.maestas@dfa.nm.gov

https://www.nmdfa.state.nm.us/infrastructure-planning-and-development-division/icip/

ICIP/CPMS Access Form for <u>new</u> staff/volunteers managing the ICIP Process

not required if no new staff/volunteers

ICIP/CPMS New Entity Access Form
(Must be a political subdivision of the state - municipality, county, special district, tribe, or senior center facility.)

Entity information & access requested:

Entity Type: <Select>

Special District Category (if applicable): <Select>

Account Type: <Select>   <Select>

_____ <Type in Entity name here> _____ agrees to establish and provide the authority to enter/edit reporting information in the database(s) indicated on this form for this entity.

Agency or individual who has been given authority to enter data on behalf of said entity:

Name: _____   Title: _____

Entity/Agency Name: <Type in Entity name here>

Phone: _____   Email: _____

Individual with authority for this entity to grant such permission:

Name: _____   Title: _____

Entity/Agency Name: <Type in Entity name here>

Address: _____

City: _____   State: ____   Zip: _____   County: <County>

Phone: _____   Email: _____

Signature: _____   Date: _____

https://www.nmdfa.state.nm.us/infrastructure-planning-and-development-division/icip/

Infrastructure Planning & Development Division (DFA) Contact Information

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Deputy Director
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Capital Planning & Policy Bureau Chief
Vacant

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Federal Grants Management Coordinator
Vacant

Federal Grants Acquisition Analyst
Gregory Montoya-Mora – Gregory.Montoya-Mora@dfa.nm.gov

THANK YOU

Questions?