

# Best Practices: Securing State of New Mexico Appropriations & Funding for Infrastructure Projects

*Presented by:*

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Bureau Chief/ Tribal Liaison

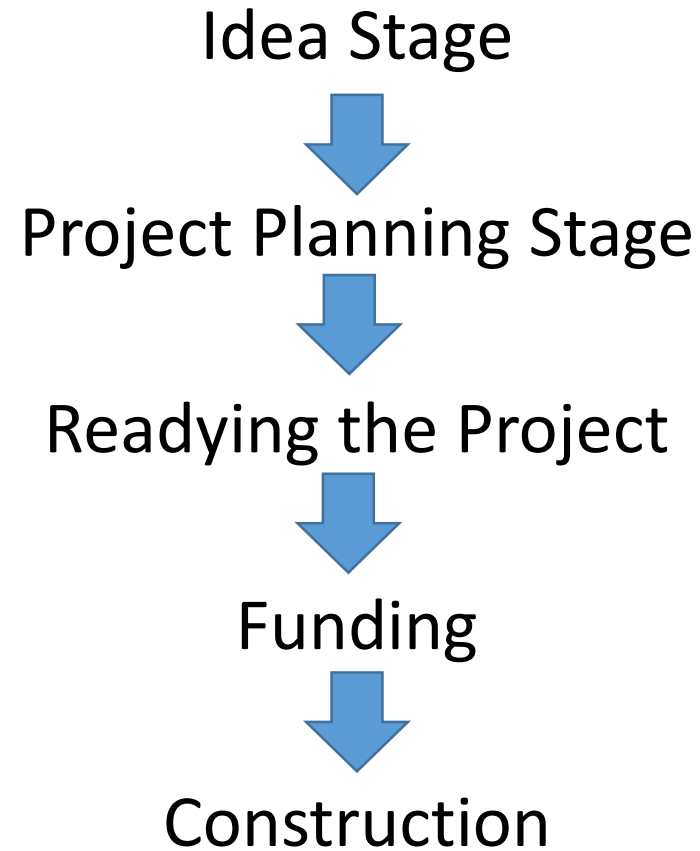
# State of New Mexico Capital Outlay Appropriations

- Planning and preparation are crucial to positioning governmental entities to secure State of New Mexico appropriations.
- The most important activities must be completed well before the Legislative session begins.
- Recommendation: Form a standing committee to help organize and coordinate legislative priorities to include tribal leadership, tribal council members, department directors, etc. Designate a coordinator to schedule ongoing meetings, take notes and document action items.
- The status of previously and currently funded appropriations will impact funding requests.

# “Projecteering”

- Tribal governments can employ a year around strategy called “Projecteering”, to systematically plan and time a strategy to pull together a portfolio of investors and sources to get full project funding.
- In this time of scarce resources from the federal and state governments, tribal governments must employ all means to tap into other resources to fully fund infrastructure projects.
- ‘Projecteers’ are basically the folks or staff in your community that lose sleep over the process to successfully complete community projects.

'Projecteering' is the process of getting a project from:



# The Successful Projecteer:

- Lives by a full cycle planning and full circle funding philosophy. Plan and update projects on an ongoing basis and work on landing project funding from various sources – 365 days a year.
- Be well versed on program funding timeframes, parameters, and nuances of funding sources.



# 2018-19 ANNUAL TIME CYCLE OVERVIEW

## Planning—Vetting—Application—Funding

- Winter (January—March)**
- **TIF: Portal Opens (Feb) and Applications Due (March)**
  - Senior Center CO: Application Training Sessions (Jan-Feb)
  - **WTB: Readiness Application Due (Jan 24<sup>th</sup>)**
  - **NAVAJO CDBG: Applications Due (Jan 15<sup>th</sup>)**
  - **CO: NM Legislature Opens (Jan 15<sup>th</sup>)**
  - **CO: Legislative Capital Outlay Request Forms (Feb 8<sup>th</sup>)**
  - **CDBG Threshold (Feb 15<sup>th</sup>) & Workshop (March 5<sup>th</sup>)**
  - **WTB: Legislature Phase I Project Approvals**
  - **RTPO: Meets to prioritize RTIPR (Feb) & ZIPPR (March)**
  - **CO: Final Capital Outlay Bill (March)**

- Fall (October – December)**
- **RTPO: Based on approval, Project Prospectus Forms (PFFs) and/or Applications are Due (October 26<sup>th</sup>)**
  - **NM Annual Infrastructure Conference**  
*[Isleta Resort, Albuquerque, October 24-26, 2018]*
  - **CO: Communities prioritize NM Legislative Priority Projects & Hold Legislative Forums/Consultations**
  - **WTB: Initial Application (October 4<sup>th</sup>)**
  - **CDBG: Implementation Workshop (Oct 17, 2018 / October 16, 2019)**
  - **WTB: Applicant Presentations (October 24<sup>th</sup>)**

- Spring (April—June)**
- Senior Center CO: Application Due to ALTSD (April 13, 2018); next cycle for 2020 GOB due to ALTSD (April 12, 2019)
  - **ICIP: NM Training Workshops (May-June)**
  - **TIF: Awards (June)**
  - **BUDGET -Local Govt Only Prelim Budgets Due (June 1)**
  - **CO: NM Local Government Certifications of Severance Tax Bonds (STB) / Bonds Sold for Capital Outlay Projects for local and tribal governments**
  - **RTPO: Call for all Transportation Projects Notice (June 6<sup>th</sup>)**
  - **ICIP: Due for Special Districts (July 16<sup>th</sup>)**
  - **CDBG: Application Due (June 21<sup>st</sup>)**
  - **WTB: Funding Recommendations to NMFA (May 9<sup>th</sup>) and Final Approvals (May 28<sup>th</sup>)**

- Summer (July – September)**
- **RTPO: Project Feasibility Forms (PFFs) Due (July 31<sup>st</sup>)**
  - **CO: Grant Agreements are issued**
  - **ICIP: Due for Tribal Entities (August 15<sup>th</sup>)**
  - **WTB: Workshops (August & September)**
  - **WTB: Notice of Intent (August 6-27)**
  - **ICIP: Due for Cities & Counties ICIP Due (Sept 4<sup>th</sup>)**
  - **ICIP: Due for Senior Center Facilities ICIP Due (Sept 17<sup>th</sup>)**
  - **RTPO: Mandatory PFF Consultations with NMDOT District Office (August by appointment)**
  - **CDBG: Application Hearing (August 28, 2019)**

NMFA/CDBG Planning Grants are accepted year-round on a monthly basis)

EDA Construction Grants and LEDA Applications are accepted year-round basis. Also, submit your project to [FUNDIT](#), a one-stop shop for economic development projects.

**Key - Types of Processes, Who's Involved, and Links:**

**Black: General**

**Red: ICIP/BUDGET: Infrastructure Capital Improvement Planning/ Budgeting - Department of Finance & Administration (DFA/LGD)**

**Purple: CO: NM Legislative Capital Outlay Process & Senior Center Process – State Legislators & Governor's Office and ALTSD;**

**Turquoise: WTB: Water Trust Board;**

**Orange: CDBG: Community Development Block Grant;**

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**Turquoise:** WTB—Water Trust Board

**Orange:** CDBG—Community Development Block Grant

**Dark Blue:** RTPO--Transportation—NM Department of Transportation (only done once every two years, next cycle June 2018)

**Green:** TIF—Tribal Infrastructure Fund

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**EDA Construction Grants and LEDA Applications** are accepted year-round basis. Also, submit your project to [FUNDIT](#), a one-stop shop for economic development projects.

# Pre-Session Activities

- Develop on-going relationships with your Legislators
- Educate them and their staff by visiting them personally or by inviting them to special events or meetings prior to the session.
- Inform them of priority community needs as documented in the ICIP.
- Prepare the Legislative Council Service—Capital Outlay Request Form ([https://nmlegis.gov/Publications/Capital Outlay/capital request form.pdf](https://nmlegis.gov/Publications/Capital%20Outlay/capital_request_form.pdf))
- Prepare a legislative proposal that is concise and to the point.
- Develop the case by justifying the narrative with metrics/data, graphs, and relevant human interest stories.

# During Session Activities

- Seek Committee Support from the Interim Indian Affairs Committee, State Agencies.
- Obtain letters of endorsement for your project(s).
- Make personal visits and telephone calls to your legislators to educate them and encourage them to support your project(s).
- Identify Legislators to introduce the bill and assist in the negotiations for the bill's passage.
- Work with Legislative Council Service staff to develop legislative language.

# Funding Resources

**Transportation Projects:** there are various sources and programs within the Federal Highway Administration and NM Department of Transportation depending on project type. To make it easier, the Northwest Regional Transportation Planning Organization (RTPO) did a comprehensive “Call for Projects” June 2018. Whether it’s a bridge, trail, transit, safe route to school, or any other type of transportation project – there is one universal way into the process, the **Project Feasibility Form**, which was due July 31<sup>st</sup>. This will be for funding typically in years FY20-21 and is biennial process. Work through your local RTPO representative for more information. [www.nwnmcog.com/rtpo](http://www.nwnmcog.com/rtpo)

**Water Projects:** the Water Trust Fund’s Board is soliciting water projects currently. Again, whether its a storage, flood control, conservation, or restoration type of water project – there is one universal way into the process, the **Initial Application**, which is due October 4, 2018.  
<https://www.nmfa.net/financing/water-programs/water-project-fund/>

**Capital Outlay:** New Mexico is one of only a handful of States that utilizes its severance tax bonds to fund local, regional, and Statewide infrastructure and major equipment projects, including roads, facilities, water, wastewater, etc. There are now two phases that need to be followed to submit Capital Outlay requests:

- (1) Through your local Legislators, using the Legislative Council Services [capital outlay request form](https://nmlegis.gov/Publications/Capital%20Outlay/capital_request_form.pdf).  
[https://nmlegis.gov/Publications/Capital Outlay/capital request form.pdf](https://nmlegis.gov/Publications/Capital%20Outlay/capital_request_form.pdf)
- (2) Through the Executive branch, using the online survey provided by the Department of Finance and Administration’s Capital Outlay Bureau. [New guidelines coming soon](http://nmdfa.state.nm.us/Capital%20Outlay%20Bureau.aspx). [http://nmdfa.state.nm.us/Capital Outlay Bureau.aspx](http://nmdfa.state.nm.us/Capital%20Outlay%20Bureau.aspx)

**Tribal Infrastructure Fund:** a special set-aside of capital outlay funding that offers grant funds for planning and construction of major strategic infrastructure projects in Indian Country. [New guidelines coming soon](http://www.iad.state.nm.us/). <http://www.iad.state.nm.us/>

**Senior Center Facilities:** The Aging and Long-Term Services Department (ALTSD) administers an application process to fund senior center facilities statewide. Such projects include those awarded to both local government and tribal government providers for renovation and construction of senior centers, and for the purchase of vehicles and large commercial kitchen equipment. A capital outlay legislative request for senior center projects is submitted annually by ALTSD. [New guidelines coming soon](http://www.nmaging.state.nm.us/capital-outlay.aspx). <http://www.nmaging.state.nm.us/capital-outlay.aspx>

**Community Development Block Grant:** a Housing and Urban Development Department (HUD) program that is available to invest funding into various planning and construction projects in low income communities. Applications through the NM Department of Finance's Local Government Division for their small cities and communities program is June 21 2019. Current [Application guidelines](#).

[http://nmdfa.state.nm.us/CDBG\\_Information\\_1.aspx](http://nmdfa.state.nm.us/CDBG_Information_1.aspx)

**Local Government Budgets:** annually counties, cities, and other governmental entities put together budgets that should support matching funds for critical and prioritized projects. Most entities start putting budgets and holding budget meetings in **April/May** each year.

**New Mexico Finance Authority:** offers various grant and loan programs for both planning and construction on an ongoing and periodic basis.

<http://www.nmfa.net/>

**United States Department of Agriculture (USDA):** offers various grant and loan programs for both planning and construction on an ongoing and periodic basis. <https://www.rd.usda.gov/nm>

**New Mexico Environment Department:** offers various grant and loan programs for projects related to water, wastewater, and solid waste system improvements on an ongoing and periodic basis. There is one universal way into the process, the [Project Interest Survey](#) or <https://www.env.nm.gov/wit/>

More information on water and wastewater programs: <https://www.env.nm.gov/cpb/FinanceServices.htm>

More information on solid waste programs: <https://www.env.nm.gov/swb/GrantandLoanPrograms.htm>

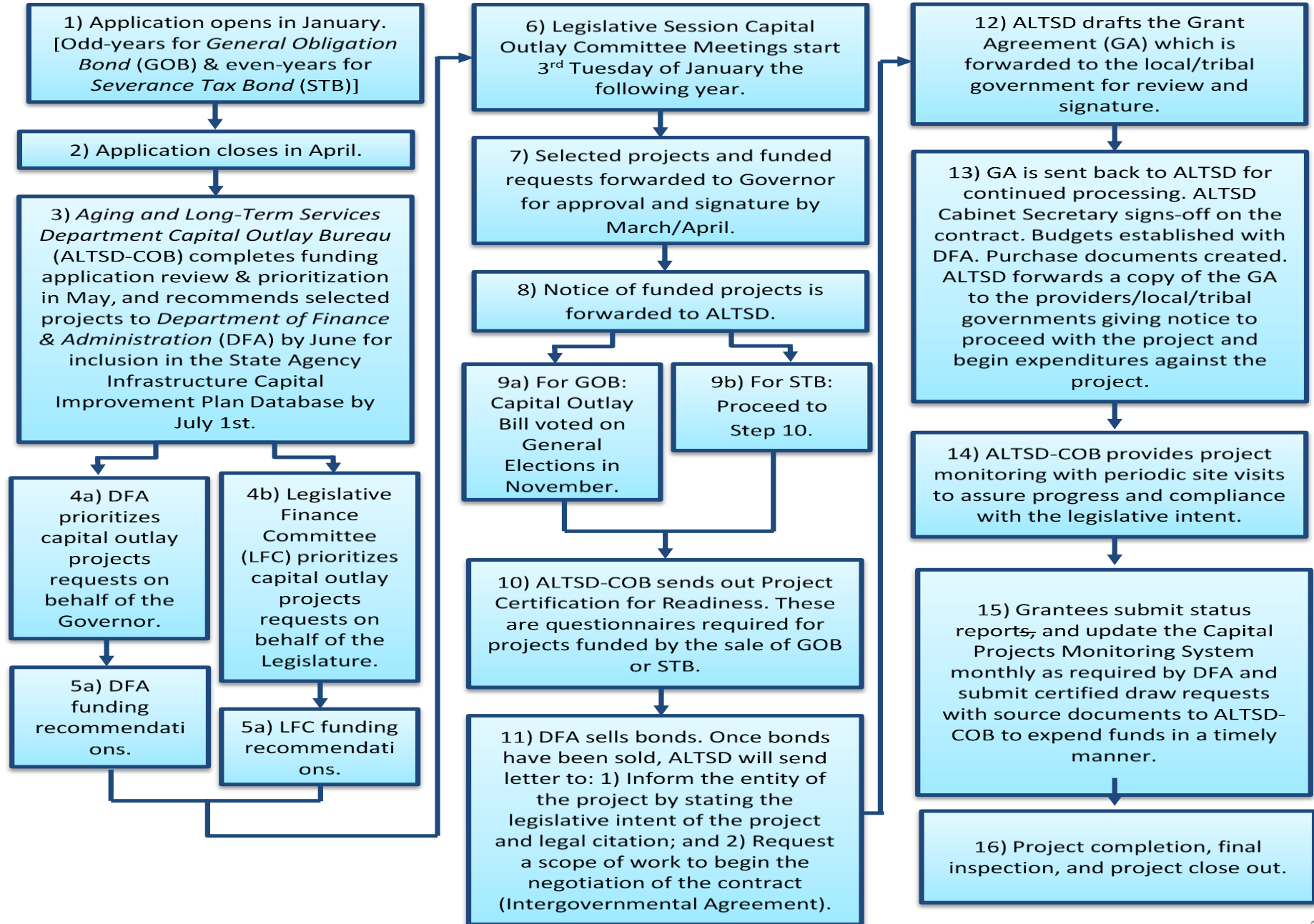
**Economic Development Projects:** There are several sources and tax incentives that can be packaged or provided for public works projects and/or business development opportunities to create a fertile business climate. Multiple sources that can be leveraged go through the FUNDIT program, which includes Economic Development Administration's Public Works program and the State's Local Economic Development Act capital outlay program. To learn more, please contact us or Fred Shepherd, Regional Representative, NM Economic Development Department at (505) 490-7966 or go to:

<https://gonm.biz/business-resource-center/edd-programs-for-business/finance-development/fundit/>

# ALTSD Capital Outlay Project Funding Process

## General Obligation Bonds

## Severance Tax Bonds





**Best Practice:**

**Navajo Nation**

**Church Rock Senior Center**

# QUESTIONS?

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