

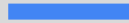


2020 ICIP Virtual Training-Series 3

How the ICIP affects funding in NM Tribal Communities

August 27, 2021

How the ICIP affects funding in New Mexico Tribal Communities



Planning Tool for Project Development

How does the ICIP become a tool for developing project funding strategies and seeking funding?

Jemez Pueblo



The project entails remodeling and expansion of the Pueblo's medical clinic, Jemez Comprehensive Health Center, and construction of improvements for the surrounding parking lots.

Sheri Bozic, Director Planning Development & Transportation Department



The ICIP First Step in the Capital Outlay Process -



The ICIP is a tool to assist Tribal Communities to apply for funds from:

- New Mexico Capital Outlay
- New Mexico Tribal Infrastructure Funds
- New Mexico Aging & Long Term Services GOB Funds
- New Mexico Environment Department Funds
- New Mexico Department of Transportation

New Mexico ICIP TIME TABLE

New Mexico ICIP Web App Open For FY 2023 May, 2021
New Mexico workshops End of July to August, 2021
New Mexico ICIP due September 17, 2021
New Mexico ICIP reviewed by NM DFA September – October, 2021
Corrections to NM ICIP October, 2021
NM ICIP Published Mid-November, 2021
New Mexico Legislative Session January – February 2022
New Mexico FY 2023 Capital Outlay Bill Reviewed by Governor April 2022

May

August

September

October

November

January

April



TIF APPLICATION PORTAL

EVENT	DATE
TIF Portal open	February 5, 2021 at 8:00 am
TIF Portal closes, all applications final	March 8, 2021 at 5:00 pm
TRC review, score, and prioritize projects	March-April 2021
Tribes with top ranking projects are notified to attend a TIF Board meeting to present their project	May 2021
TIF Board meets and votes to certify project awards to the State Board of Finance	May-June 2021
Tribal entities notified and SOWs and budgets requested	June 2021
EO Compliance process *Dependent on submission of Tribal Audits	June 2021
State Board of Finance Bond Sale	June 2021
IGAs drafted and sent out to Grantees for signature	July-August 2021

Application deadlines



- Applications are due on May 28, 2021
- Project Review team rates projects in June
- Capital Projects Bureau meets with Cabinet Secretary in June and submits ICIP by July 1
- Capital Outlay Hearings are conducted in October and November by DFA and LFC
- Projects are considered and DFA submits the list of projects to grant writers in December in anticipation of the Legislative Session
- If successful the bill is passed.
 - STB will fund by June same year
 - GOB will go to voters on November ballot in 2022– if successful the funds will be available in Spring following year 2023

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 and present at tribal council/Chapter Meeting to pass the ICIP Resolution or Letter from Pueblo Governor/Tribal President and for Navajo chapter the Chapter President



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 decisions?

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

- What is Available for Capital projects?
- What is Available for Operation and Maintenance?
- What is Available for Unforeseen Costs of Projects?
- What is the Current Budget Status of each Project?



The screenshot displays the login interface for the Infrastructure Capital Improvement (ICIP) system. At the top left is the Seal of the State of New Mexico. To its right, the text reads "NEW MEXICO DEPARTMENT OF FINANCE & ADMINISTRATION". On the far right, there is a login section titled "ICIP Client Login" with input fields for "Agency or Entity Code" and "Password", and a "Login" button. Below the header is a navigation bar with buttons for "ICIP" and "CPMS". The main content area contains a welcome message, instructions for login, and a note about browser compatibility. At the bottom, there are links to other relevant websites and contact information for local government and state agency ICIP contacts.

NEW MEXICO DEPARTMENT OF
FINANCE & ADMINISTRATION

ICIP Client Login
Agency or Entity Code:
Password:
 ICIP

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: 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](#)
[Local Government Division website](#)
[State Budget Division/Capital Outlay Bureau website](#)

Local Government ICIP Contact: CarmenB.Morin@state.nm.us
State Agency ICIP Contact: Tonantzin.Roybal@state.nm.us

How can an entity code/password be obtained? Entry into the website requires a code and a password. For new local government entities and special districts, send an email to Carmen Morin at CarmenB.Morin@state.nm.us to request an entity code and password.



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.)

LEGISLATIVE COUNCIL SERVICE
55TH LEGISLATURE – FIRST SESSION - 2021
CAPITAL OUTLAY REAUTHORIZATION REQUEST FORM (revised 9/30/20)

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 (ApprID): _____
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 language change you are requesting? *

7. Does the expenditure period 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, please refer to the documentation requirements as outlined in the 2021 capital outlay request form.

Other ICIP Uses

- The Tribal Infrastructure Fund application requires that each application has a ICIP number.
- Aging & Long Term Care also requires an ICIP number to apply for funding.
- Capital Outlay requires an ICIP number on its form to apply for funding
- Seeking Funds from your Tribe.
- Seeking Funds from the Federal Sources. e.g. USDA, CARES, ARPA and the upcoming America Jobs Bill



Santa Clara Pueblo: Water System Improvement



NM TIF: \$1,858,393.20

NM CO: \$2,055,000.00

Replacement and realignment of the water system to established roadway corridors to provide the Pueblo with easily accessible utility components and meet code and design standards

Pinedale Chapter



NM CO: \$75,000.00

The Pinedale Chapter Veterans Modular Building consisted of plan, design and construct to provide a meeting space for 72 local veterans.

Littlewater: Heart Butte Powerline



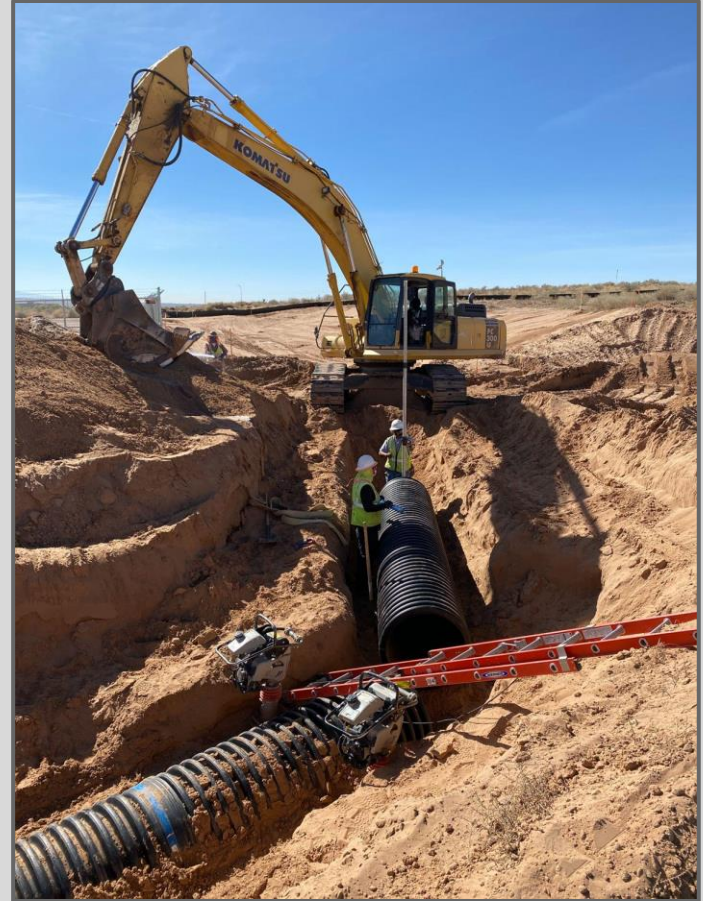
November 7, 2018



It's awesome to see people get electricity for the first time in 30 years - Thank you Littlewater Chapter and community members for your hospitality -- L. John November 7, 2018

TIF \$173,000
Capital Outlay
\$40,000
Total \$213,000

Santa Ana Pueblo: Community Water Storage Tank



NM CO: \$545,000.00

NM TIF: \$1,457,401.00

The design and engineering included all tank site improvements, tank site grading and drainage



Mescalero Apache Tribe: Head Start Bus



NM CO: \$422,800.00

This minibus has a 4x4 drive system installed due to the road conditions during inclement weather

Chichiltah Senior Citizen Center



Finish Building in 2014, Total Cost: \$1.1 M
Funding: NM ALTSD GOB
NM Capital Outlay
Navajo Nation
Chapter Funds

The building still needed a Parking Lot.

Chichiltah Senior Citizen Center Parking Lot



NM ALTSD,
Navajo Nation
Local Chapter Funds
Total Cost: \$200,000

Solar Street Lights
ADA Parking Spaces

Remember the that the NM ICIP is Due on September 17, 2021, at 5:00 PM

Make all corrections to your NM ICIP on ICIP Website, check it with Appendix I -- Completion Certification Form. The ICIP SUBMISSION SPECIFICATIONS are listed below:

ICIP SUBMISSION SPECIFICATIONS - Do not mail or fax ICIP submission. REMIT VIA EMAIL TO:
lgd.icip@state.nm.us

Send the following documents when all entity information and project description information has been entered into the ICIP database. Do not email the ICIP reports as they will be reviewed from the ICIP database by the coordinator.

Please include the three submission forms as three separation attachments with the same email.

1. **Completion Certification Form** – Appendix I.
2. **Written approval of ICIP by governing body.** Provide a Resolution of Approval from the entity governing body. Tribal Governments that are not able to obtain a Resolution may provide a Letter of Approval from a Governor/President/Chapter President. If an adopted Resolution or Letter of Approval is not included, it will not be accepted. Senior Citizen facilities must provide a copy of the fiscal agent's resolution and a letter from the director endorsing their ICIP. A resolution template is available in Appendix II.
3. **Permission for Access Form.** Complete the form to include information on the individual who will input the ICIP information into the database on behalf of the entity.

Thank You!!!

Lawrence John, TIF/ CO Administrator
New Mexico Indian Affairs Department
Tele: (505) 690-2997
Email: lawrence.john@state.nm.us



Denise R. E. Copeland, Principal Archaeologist
Capital Projects Management Department
Navajo Nation
Tele: (505) 368-1059
Email: drecopeland@nndcd.org



ICIP Virtual Training-Series 3

How the ICIP affects funding in NM Tribal Communities



The Pueblo of Laguna Case Study

August 27, 2021

What is a capital improvement project?

- A single unit or improvement
 - costing more than \$5,000
 - that plans, designs, or constructs
 - a building, infrastructure, or other facility, or
 - that purchases or installs vehicles, equipment, furnishings, or property.



Examples of capital projects

Buildings and facilities



Examples of capital projects

➤ Housing



➤ Livestock, Wildlife, Other Land Improvement (e.g., fencing)



➤ Environmental Remediation (e.g., soil removal)



Infrastructure

- Water Infrastructure (e.g., water lines)



- Wastewater Infrastructure (e.g., sewer connections)



- Irrigation and Drainage Infrastructure (e.g., irrigation and drainage channel)



Infrastructure

- Transportation Infrastructure (e.g., roads, bridges, trails)
- Gas, Electric, Energy, Telecommunications Infrastructure (e.g., wireless tower, solar panels)



Examples of capital projects

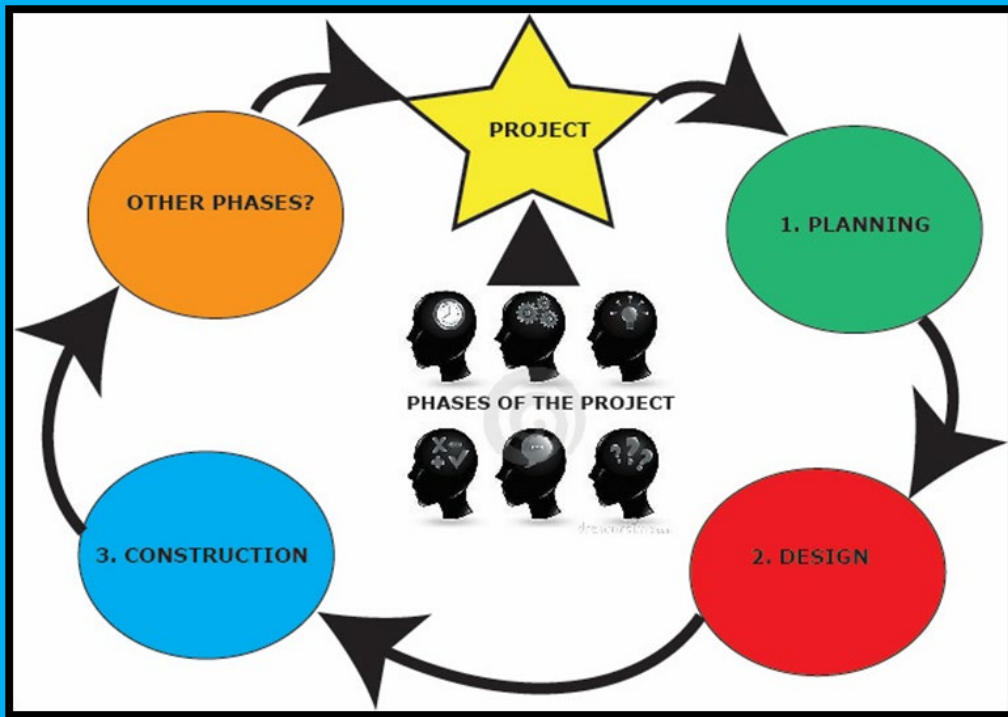
Vehicle, Equipment, or Land Purchases



Planning for Development



Project Phasing



Seama Community Center



Project Phasing

Planning

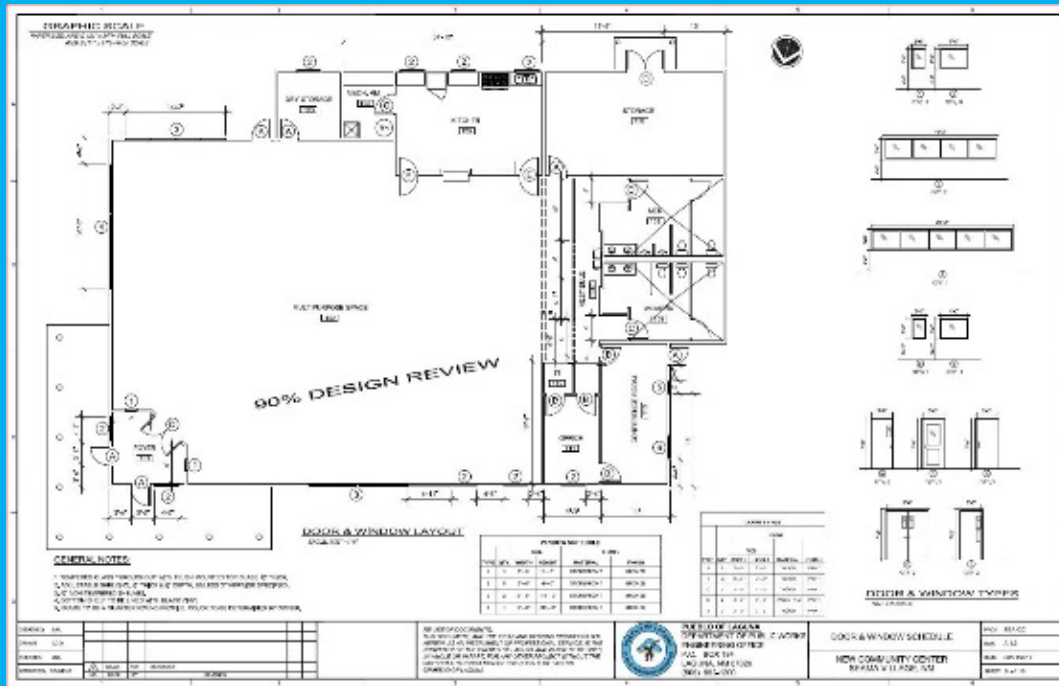


Planning includes:

- project scope
- site access
- benefits of the project
- cost of the project/ budget
- Funding and requirements
- schedule of project by phases
- ID of other studies needed:
 - Initial inspection
 - Preliminary Engineering Report (PER)
 - Conceptuals
 - Feasibility/Estimates

Project Phasing

Design



Design includes:

- architecture & engineering drawings
- details requirements of the project
- survey
- approvals
- construction documents



Project Phasing

Construction



Construction includes:

- Final plans
- Bid Solicitation
- Award
- Construction
- Closeout



Project Phasing

Final Product



CIP worksheet

- 2 forms
 - Planning, design, and construction
 - Vehicle, equipment, and land purchase
 - Sections
 - General Information
 - Project Readiness
 - Funding
 - Certification



Why do a capital improvement plan?

- Assist the leadership in making decisions about projects that may have an impact on Pueblo.
- Assist the leadership in making decisions about the allocation of resources, including funds, employee time, and relationships with outside funding sources



Why do a capital improvement plan?



Access to funding through various sources

POL CIP NM ICIP

- **Review projects**
 - Select projects that are good candidate for outside funding
 - Determine if Capital Outlay or TIF will provide enough funding to finish a phase
- **Recommend projects to list on NM ICIP**
 - Present to Leadership
 - Obtain resolution for ICIP submission

Laguna Main Street



Main Street Concept

The term Main Street is often used to name a primary retail street of a village, town, or small city. Historically the Route 66 corridor has been a Main Street for many villages, towns, and small cities across the U.S. (e.g., Central Ave. in Albuquerque, NM). More recently, MainStreet programs have developed to focus on engaging citizens of villages, towns, small cities, and occasionally tribes across the U.S. to revitalize community facilities and their economy. Many MainStreet projects focus on the redevelopment of areas by making them more walkable, attractive, and accessible for community members to support the local businesses such as restaurants, coffee shops, arts and crafts shops, etc.



Laguna Main Street



Main Street Concept

Main Street Introduction

The mixed-use area along NM Highway 124 and Rio San Jose Road towards Capital Road, extending north on Yellow Hill Road, has been proposed as a gateway and "Main Street" area. Main Street programs revitalize older and historic commercial districts by addressing the area's visual character, key assets, economic vitality, and leadership.



Main Street Looking East

Reduce NM 124 to only two lanes of automobile traffic and convert the two outside lanes to bike and pedestrian lanes. This will reduce the speed limit of the automobile traffic to make the area safe for people walking and riding bicycles.



Bike Shop

Yellow Hill Road north of NM 124 – Bicycle repair shop and tour center. A tour center could provide information regarding the Pueblo to visitors and possibly provide local bicycle tours of the village and Pueblo trail network.



Village Historic Buildings Revitalization

Rio San Jose Road – Laguna Trading Post and Mormon House are buildings with historical value that village members would like to celebrate. Buildings would need renovation or reconstruction. An art studio building could allow tourists to view artists while they work.

Outdoor Vendor and Market Place

SW corner of Rio San Jose Road and NM 124 – Food trucks, permanent vendor booth spaces, large shade structure with tables and chairs, parking. The area would provide an official space to connect local vendors with customers.



Cultural Center and Scenic Walk

NM 124 east of the Rio San Jose – Trail, shaded picnic areas, seating, and cultural center. The cultural center and walking trail area would allow tourists an opportunity to have a unique experience of the pueblo village. Residents would benefit from another destination for walking. The site could potentially replace the Scenic View area formerly located on I-40.



Commercial Mall Building

NM 124 Corridor – Space would be available for potential local business owners that want to provide services or sell goods to the local community. Laguna village members suggested a butcher shop, a bakery, restaurants, a clothing/shoe store, a fabric store, a beauty salon and barber shop, and a laundromat/laundry services.



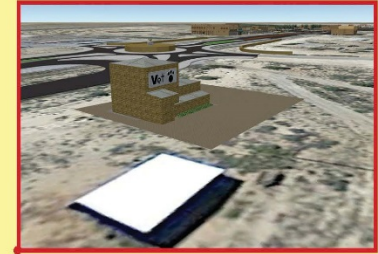
Automotive Shop and Coffee Shop

NM 124 – Automotive shop, coffee shop, pedestrians and cyclist using the roadway, looking north. Street crossing beacon to allow people to cross the street safely.



Veterinarian Clinic

Old Route 66 Road – A village resident requested this area as a building site for a veterinarian clinic. The clinic would provide services for local and regional pet owners and livestock owners.



Laguna Main Street Gateway

I-40 exit 114 – A gateway creates visual cues showing travelers that they have entered into a unique area. The Laguna main street gateway is welcoming and represents the spirit of Laguna Pueblo. The eagle symbol and the word "Gaw'aadri," hello in Keres, are just ideas, meant to start discussion about the possibilities.



Main Street West View

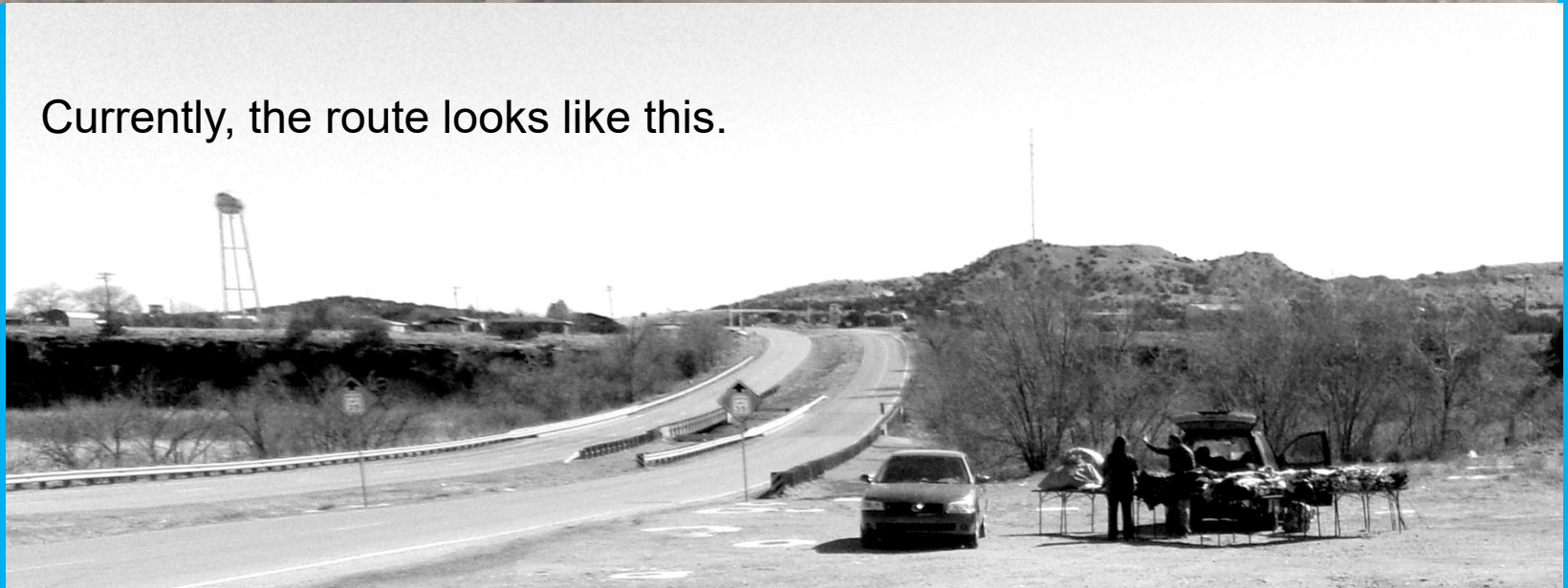
Laguna Main Street can become a focal point for shops and retail in a central business area of the Village and Pueblo. The Main Street area can revive the local economy and sustain future local business.

Laguna Main Street

Historically, the route looked like this.



Currently, the route looks like this.



Laguna Main Street



Local business Indian Arts Center.

Recap

Steps

- Village of Laguna identified the Main Street Project in the Village comprehensive plan – 12/2018
- Village of Laguna submitted a Capital Improvement project to the Pueblo of Laguna CIP - 05/2019
- Pueblo of Laguna listed the Main Street project in the NM Infrastructure Improvement Plan (ICIP) - 09/2019



Goal

- Looking for funding to develop a site Master Plan
- Site feasibility, conceptual layouts, and site design costs
- Identity and development potential partnerships for the project



Laguna Main Street collaboration



The Frontier Communities Initiative provides community economic development support to rural communities of less than 7,500 in population to develop a catalytic economic development project within a traditional or historic commercial district. Proposed projects must demonstrate job creation, business development, leveraging private sector reinvestment, or enhancement of a community's economic environment.

Project Description

The project will:

- 1) Generate community ideas for the Pueblo of Laguna (POL) Main Street area.
- 2) Develop visual representations of stakeholder input to aid in community decision-making process.
- 3) Support the development of a conceptual design approved and supported in the local community, completed through the Citizen's Institute on Rural Design (CIRD) Workshop process.
- 4) Generate Pueblo-wide support for the Main Street project.

See attached "Laguna Main Street Scope of Work" for additional information on scope of work to be performed by CIRD consultants and Pueblo of Laguna Planning Program.

Laguna Main Street collaboration

The logo for the Citizens' Institute on Rural Design (CIRD) features the letters "CIRD" in a bold, white, sans-serif font. The letters are set against a solid red square background.

The Citizens' Institute on Rural Design (CIRD) is a leadership initiative of the National Endowment for the Arts in partnership with the Housing Assistance Council, along with building community workshop. Focusing on communities with populations of 50,000 or less, CIRD's goal is to enhance the quality of life and economic viability of rural America through planning, design, and creative placemaking.

The purpose of the workshop is to support the creation of a vision for the Pueblo of Laguna's Main Street Corridor. The goal(s) of the workshop include supporting the creation of conceptual design rendering of the Main Street Corridor based on community ideas and input, with emphasis being placed on the outdoor Marketplace. Conceptual designs of the Marketplace will need to show a minimum of two options, and may be illustrated through drawings to show options of layouts and environments such as plans, sections, elevations, isometrics explaining potential structures, experiential sketches/renderings, etc. Designs for the Main Street Corridor will include similar deliverables to showcase design variations such as plans, elevations, hardscape and landscape details, experiential sketches of activities, etc. Work for both areas will need to incorporate local/cultural symbology and art as well as input from prior community engagement process. The event took place during the week of **August 10 to 13, 2021.**

Stakeholders

- Village leadership (local village and POL wide leadership)
- Local village/Pueblo business owners
- Local village/Pueblo artists
- Local village/Pueblo entrepreneurs
- POL government
- POL entities (LDOE, LDC, LHDME, UA, LCF, LEA)
- Local 501c3 non-profit organization for the MainStreet project (LCF or other)

Main Street Charrette



Vendor Market Area



Vendor Market Area

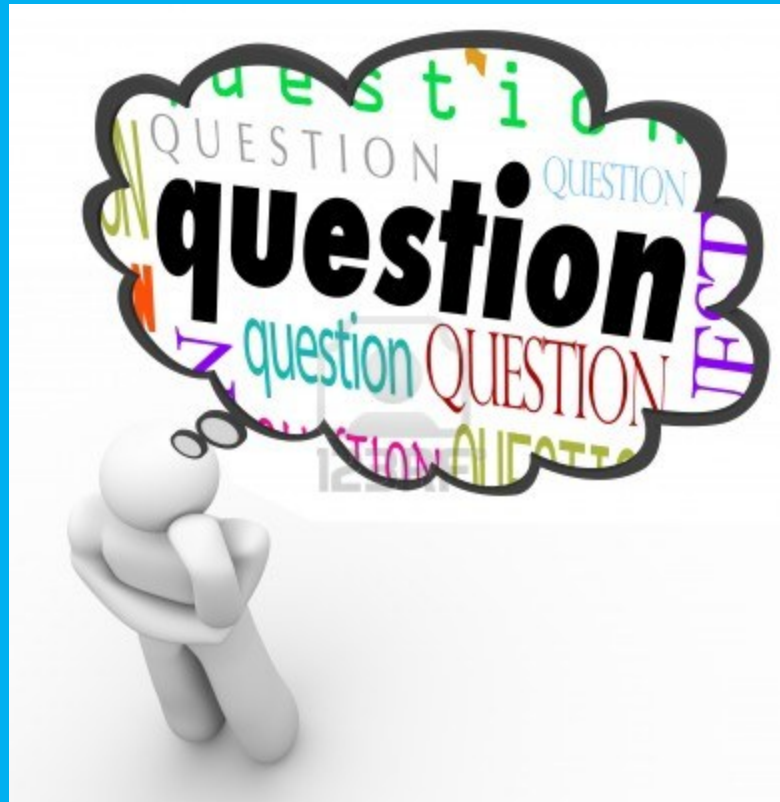


TIF Award

- PER for site infrastructure



THANK YOU



Elroy Keetso

Planner

POL Planning Program

505-552-1201

ekeetso@pol-nsn.gov

NEWMARC: NEW MEXICO'S COUNCILS OF GOVERNMENT

District 1: Northwest NM Council of Governments

(San Juan, McKinley, Cibola Counties)
106 West Aztec Avenue | Gallup, New Mexico, 87301
P(505) 722-4327 | F(505) 722-9211
www.NWNMCOG.com

District 2: North Central NM Economic Development District

(Rio Arriba, Santa Fe, Taos, Los Alamos, Colfax, Mora, San Miguel Counties)
3900 Paseo del Sol | PO Box 5115 | Santa Fe, New Mexico, 87502
P(800) 699-4927 | P(505) 395-2668 | F(887) 293-3710
www.NCNMEDD.com

District 3: Mid-Region Council of Governments

(Sandoval, Bernalillo, Valencia, Torrance Counties)
809 Copper Ave., NW | Albuquerque, New Mexico, 87102
P(505) 247-1750 | F(505) 247-1753
www.MRCOG-NM.gov

District 4: Eastern Plains Council of Governments

(Union, Harding, Quay, Curry, Roosevelt, Guadalupe, De Baca Counties)
418 North Main St. | Clovis, New Mexico, 88101
P(575) 762-7714 | F(575) 762-7715
www.EPCOG.org

District 5: Southwest NM Council of Governments

(Catron, Hidalgo, Luna, Grant Counties)
1203 North Hudson St., 2nd Floor | PO Box 2157 | Silver City, NM, 88062
P(575) 388-1509 | F(575) 388-1500
www.SWNMCOG.org

District 6: Southeastern NM Economic Development District

(Lincoln, Otero, Chaves, Eddy, Lea Counties)
1600 Se. Main Street Suite D | Roswell, New Mexico, 88203
P(575) 624-6131 | F(575) 624-6134
www.SNMEDD.org

District 7: South Central Council of Governments

(Socorro, Sierra, Dona Ana Counties)
600 Hwy 195, Suite C | PO Box 1072 | Elephant Butte, New Mexico, 87935
P(575) 744-4857 | F(575) 744-5021
www.SCCOG-NM.com



UPCOMING ICIP TRAINING OPPORTUNITIES

ICIP Trainings Series 3

Monday, August 30, 2021 • 10:00 AM to 12:00 PM • **Tourism Infrastructure** – NM Tourism

Tuesday, September 28, 2021 • 10:00 AM • **Capital Outlay Request Form** -- Legislative Council Service

FY2023-2027 ICIP Submission Deadlines

- SPECIAL DISTRICTS – FRIDAY, SEPTEMBER 3, 2021
- TRIBAL GOVERNMENTS – FRIDAY, SEPTEMBER 17, 2021
- COUNTIES AND MUNICIPALITIES – FRIDAY, SEPTEMBER 17, 2021
- SENIOR CITIZEN FACILITIES – FRIDAY, OCTOBER 1, 2021

Submit your ICIP documents to: lgd.icip@state.nm.us

ICIP Guidelines, Data Entry Instructions & Submission forms available on the ICIP webpage.

<https://www.nmdfa.state.nm.us/local-government/icip/>

25th Annual New Mexico Infrastructure Finance Virtual Conference (IFC) October 25 & 26, 2021



<http://www.nmifc.com/>



Thank you!

**Community Development
Bureau**

Carmen Morin, Bureau Chief

CarmenB.Morin@state.nm.us

505-470-8979



Survey Time!