

**NORTHWEST REGIONAL TRANSPORTATION PLANNING ORGANIZATION (NWRTPO)**



**Northwest New Mexico  
Special Call for Transportation Projects Guide  
Local Government  
Transportation Project Fund**

**NWRTPO**  
**PROJECT APPLICATION**  
**SCHEDULE & PROCESS**  
April 2021



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# Northwest New Mexico Call for Transportation Projects Guide

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## Items Included:

- **Description and Overview of the LGTPF Call for Transportation Projects, and Application Package Contents**
- **Timeline of the Process**
- **Application Package Requirements**
- **Eligibility and NWRTPO Members by Jurisdiction**
- **Sample of Project Feasibility Form and Project Prospectus Form**
- **Resolution of Sponsorship Template**

## Overview and Description

**Overview:** In the 2019 New Mexico Legislative Session, House Bill 694 was passed and signed by Governor Michelle Lujan Grisham. This legislation created the Local Government Transportation Project Fund, which was appropriated \$50M for qualifying projects, as defined in statute.

On April 30, 2019, the New Mexico Department of Transportation (NMDOT) issued a [“Call for Projects” letter](#) to the Metropolitan and Regional Transportation Planning Organization. This letter provided the general parameters for this program, an application, and application submission deadline. This letter directs the Metropolitan and Regional Transportation Planning Organization to develop a process to support, vet, and prioritize submissions to this program.

**Eligibility:** Local and tribal governments are eligible to apply for state funded grants.

**Project Categories:** Eligible projects are in the following categories:

- (1) Environmental and other studies
- (2) Planning
- (3) Design
- (4) Construction
- (5) Acquisition of rights of way necessary for the development of transportation infrastructure.

**Project Type:** Types of projects could include: Highways, streets, roadways, bridges, crossing structures, and parking facilities, including all areas for vehicular use for travel, ingress, egress, and parking.

**Matching Requirements:** The minimum match is 5% of the project. Applicants are encouraged to provide additional match. A hardship waiver is available through this program as determined by the Department of Finance and Administration using the same process as the used for the Local Government Road Fund.

**Resolution of Sponsorship:** A resolution is required from the governing body, indicating the availability of the 5% match. Alternatively, the potential grantee may submit an official letter signed by the potential grantee’s chief executive or official with budget authority, indicating the availability of the 5% match.

The grant awards must be spent by January 2024.

**Other Guidance:** The Northwest Regional Transportation Planning Organization (RTPO) is encouraging applicants to select projects that have already been vetted and endorsed in our current [Regional Transportation Improvement Program Recommendations \(RTIPR\)](#). Since our RTIPR only includes projects that are Federally functionally classification or met requirements of a specific program, we are providing a focused opportunity to submit projects that meet this program.

**Addendums:** This information may change without notice and will be superseded by any updates or changes made by the NMDOT. The RTPO will keep its member updated on any changes and post them to our Call for Projects program page -- <http://www.nwnmcog.com/lgtpf.html>

## Timeline of the Process

### May 13 - June 14, 2019:

Task	Timeframe/Due Date	Responsible Party
General Announcement of the Transportation Projects Fund (TPF)	April 30, 2021	NMDOT
<b>Notice of TPF Program</b>	May 3, 2021	NWRTPO Staff
<b>Technical Assistance,</b> Contact the NWRTPO to set up a time and place with District staff.	May	NWRTPO & District Staff
<b>Project Feasibility Forms (PFF) Due – new or updated</b> (Must be submitted by appropriate RTPO Member)	May 14	NWRTPO Members
<b>Send out PFF for review and set up Consultations</b>	May 14	NWRTPO Staff
<b>Mandatory Project Consultation Meetings</b> between RTPO and DOT District Staff. Due to COVID Pandemic, RTPO staff will consult with DOT District staff after their review of PFF's; then either inform members to move full application packages forward or inform RTPO members of any PFF issues.	May 17 - 21	All
<b>Present to Charles Lundstrom – D6 Commissioner</b>	May 26	RTPO Staff
<b>Full Application Packages due to RTPO staff</b> These include: Cover Letter / PFF / Resolution of Sponsorship or Supporting Letter from Chief Executive with match verification / Project Map / Right of Way Documentation / Match Waiver (if applicable)	June 9	NWRTPO members
<b>RTPO Meeting to discuss and finalize NWRTPO TPF Call for Projects</b> To prioritize and update the RTIPR.	June 9	NWRTPO Staff
<b>Application deadline to be post TPF projects to ftp site by NWRTPO staff</b>	June 14	NWRTPO Staff
<b>A list of potential projects must be provided to the State Transportation Commission</b>	August 1	NMDOT
<b>State Transportation Commission selects and awards the projects.</b>	TBD	State Transportation Commission

**Click on the links below to bring up the Project Feasibility Form and Project Prospectus Form.**

**Use the MS Word version to bring up these two following documents as they are not available on the PDF version.**



NMDOT\_TPF\_PFF\_FI  
NAL 4-16-21.docx