



# NewMARC

New Mexico Association of Regional Councils

*"Trusted leadership providing guidance and solutions by working together to grow and develop programs, plans, projects, and communities."*



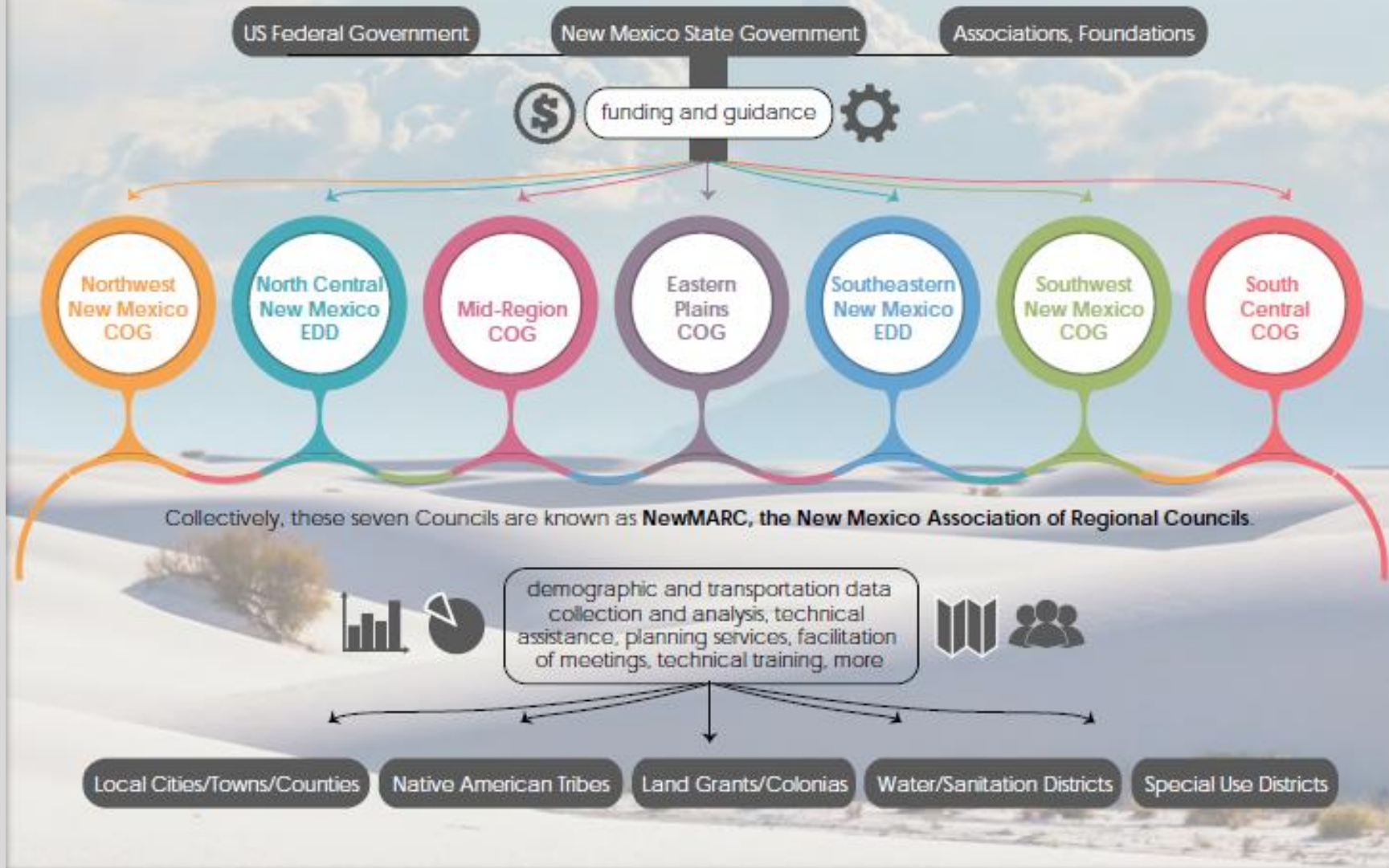
## Welcome!

New Mexico's Councils of Governments have been serving local communities in the state for over 50 years. Collectively known as NewMARC, we are known for our collaborative efforts among local governments, state and federal agencies, as well as private sector entities. Most of the work we do takes place behind the scenes. Whether we are working with small towns on developing a plan for their future, or with the Department of Transportation on obtaining funding, our aim is to improve the quality of life in our communities.

We are incredibly excited to see the publication of this brochure and hope it sheds light on what we are all about. Come seek us out in your local area!

*Priscilla Lucero*

Priscilla Lucero  
Executive Director, SWNM COG  
Chair of NewMARC

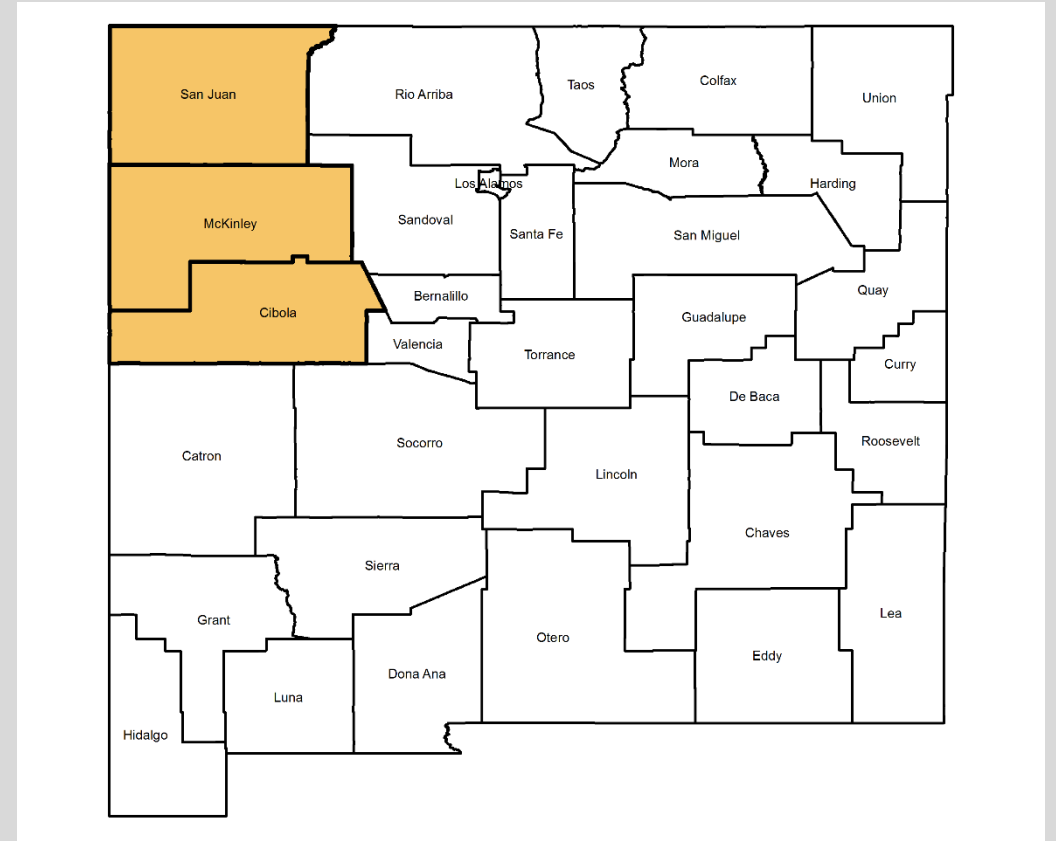


*Funded in part by DFA's Local Government Division, Department of Transportation, and US Economic Development Administration and our generous members – consider joining the circle and supporting RDO's today.*



# NORTHWEST NEW MEXICO COUNCIL OF GOVERNMENTS

*“Leading the field to empower communities and move the region”*



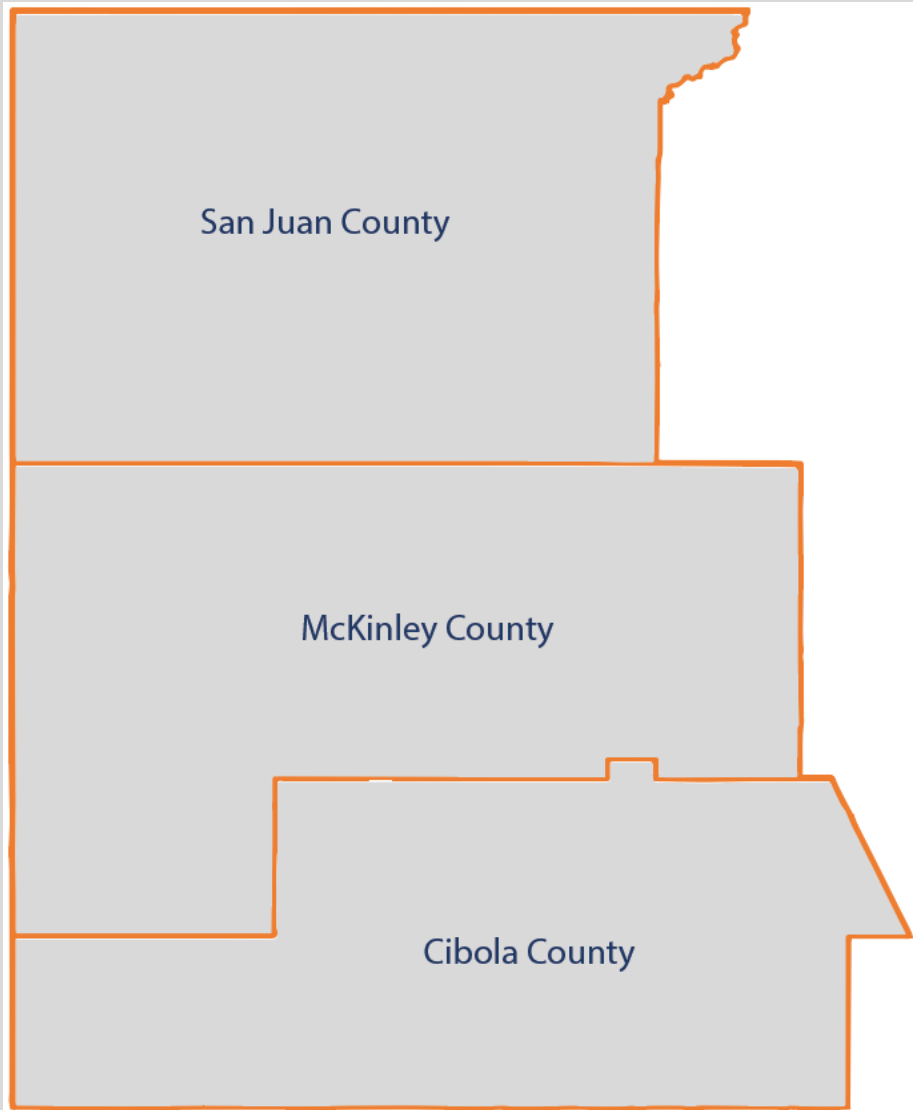
OUR REGION

NORTHWEST NEW MEXICO

# Snapshot of our Region

## *Just a Glimpse*

- Cover a 3-County Area (*San Juan, McKinley, Cibola*)
- Cover 15,000 square miles  
(*which if it were a state, it would rank 42<sup>nd</sup> behind West Virginia*)
- Serve over 222,000 people
- Serve a rural Population with a density of 11 persons per sq. mile
- Native American land and people including Navajo Nation and Pueblos of Zuni, Acoma, and Laguna



# ORGANIZATIONAL CHART

State of New Mexico



US Federal Government



# COG Structure

The COG has supported the planning and development needs of Northwest New Mexico for over forty years. The COG has a dual designation as a quasi-governmental and regional planning agency for the State of New Mexico Local Government Division and the US Economic Development Administration as a Planning & Development and Economic Development district.

# COG Team



**Name:** Evan Williams  
**Title:** Executive Director  
**Hometown:** Somerville, NJ  
**Time at COG:** 18 years  
**Education:** Bachelor's Degree, Carroll School of Management, Boston College  
**Experience/Certifications:**

- Emerging Leaders Program Graduate (EDA/NADO)
- New Executive Directors Training (NADO)



**Name:** Angelina Grey  
**Title:** Associate Planner II  
**Hometown:** Vanderwagen, NM  
**Time at COG:** 3 years  
**Education:** Associate's in Liberal Arts, May 2005, UNM-Gallup  
Bachelor's (Dual) in Anthropology and History, 2009, UNM  
Master's in Community and Regional Planning, 2017, UNM



**Name:** Michael Sage  
**Title:** Regional Economic Program Manager  
**Hometown:** Gallup, NM  
**Time at COG:** 6+ years  
**Education:** Master of Public Administration (UNM-2017)  
Bachelor of Arts – Political Science & Economics (UNM-2005)  
**Experience/Certifications:** Certified Economic Developer (CECd)



**Name:** Robert Kuipers  
**Title:** Associate Planner II / Transportation Program Manager  
**Hometown:** Rehoboth/Gallup, NM and Ganado/OakSprings AZ  
**Time at COG:** 10 years  
**Education:** Bachelor of Arts in Psychology, Calvin College, Grand Rapids, MI  
**Experience/Certifications:** Multiple Training citations in a variety of fields – especially substa  
Arizona Department of Education and Navajo Nation for services t



**Name:** Martina Whitmore  
**Title:** Administrative Assistant  
**Hometown:** Gallup, NM  
**Time at COG:** 11 years  
**Education:** Bachelor of Arts in Criminology, University of New Mexico  
**Experience/Certifications:**

- Certified Procurement Officer
- Accounts Payable and Accounts Receivable
- Payroll, Taxes, & Insurance
- Quickbooks
- Audit Support
- Contract and Grant Management



**Name:** Brandon Howe  
**Title:** Planner / Planning Team Leader  
**Hometown:** Prewitt, NM  
**Time at COG:** 4 years  
**Education:** Bachelor of Arts in Environmental Planning and Design, Uni-  
versity of New Mexico - School of Architecture and Planning  
Master of Community and Regional Planning, University of  
New Mexico - School of Architecture and Planning



**Name:** Carrie House  
**Title:** Associate Planner II  
**Hometown:** Oak-Pine Springs, AZ, Thoreau, NM  
**Time at COG:** 4 years  
**Education:** Master of Fine Arts Film, Vermont College of Fine Arts  
Bachelor of Fine Arts Visual Effects/Animation, Santa Fe University of Art & Design  
Construction Techni-Business, Electronic Publishing; University of New Mexico  
Natural Resources Conservation, University of Montana

# Annual Work Program

## LOCAL & REGIONAL GOVERNMENT SERVICES

San Juan County
McKinley County
Cibola County
City of Aztec
City of Bloomfield
City of Farmington
City of Gallup
City of Grants
Village of Milan

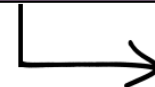
<b>PLANNING &amp; TECHNICAL ASSISTANCE</b>
Members Dues & State Grant-in-Aid
<ul style="list-style-type: none"> <li>Legislative Technical Assistance</li> <li>Organizational Development</li> <li>Projecteering</li> <li>ICIP &amp; CDBG</li> <li>Grantsmanship Technical Assistance</li> <li>Rural Development</li> <li>Federal &amp; State Clearinghouse</li> <li>Regional Initiatives</li> <li>Strategic Planning</li> <li>Panoramic Website</li> </ul>

## BASE PROGRAMS [Recurring Grants & Contracts]

<b>ECONOMIC DEVELOPMENT</b>
USDOC/EDA
<ul style="list-style-type: none"> <li>Regional CEDS Planning &amp; TA</li> <li>Economic Dev. Orgs. Collaborative</li> <li>Statewide CEDS Plan &amp; Jobs Council TA</li> <li>Native American EDIS</li> <li>Quarterly EDA Consultation</li> <li>Project Management &amp; TA</li> <li>EDA Project Application</li> <li>Project Tracking &amp; Reporting</li> <li>Data &amp; Demographics</li> </ul>

<b>TRANSPORTATION</b>
NWNM RTPO
<ul style="list-style-type: none"> <li>RTPO Management</li> <li>Long Range Planning</li> <li>Regional TIPR</li> <li>Technical Support</li> <li>Other Activities &amp; Projects</li> <li>Work Program &amp; Budget</li> <li>Reporting</li> <li>Panoramic Website Development &amp; Mgt.</li> </ul>

<b>EDA - RLF</b>
<ul style="list-style-type: none"> <li>Enterprise Loan Fund</li> </ul>



## CENTER FOR REGIONAL INNOVATION

<b>WATER DEVELOPMENT</b> <ul style="list-style-type: none"> <li>Regional &amp; State Water Planning</li> <li>Navajo - Gallup Water Supply Project</li> <li>McKinley County Water System Regionalization</li> <li>Water System Development &amp; Finance</li> </ul>	<b>REGIONAL TOURISM</b> <ul style="list-style-type: none"> <li>Adventure Gallup &amp; Beyond</li> <li>Trail of the Ancients Byway</li> <li>Four Corners Geo-Tourism</li> <li>Zuni Mountain Trails Partnership</li> <li>Ancient Way Arts Trail</li> <li>Route 66 National Byway</li> </ul>	<b>EPA</b> <ul style="list-style-type: none"> <li>Regional Brownfields Program</li> </ul>
		<b>USDA/NMSU</b> <ul style="list-style-type: none"> <li>Stronger Economies Together [SET]</li> </ul>
<b>REGIONAL ENERGY EFFICIENCY &amp; CONSERVATION PROGRAM</b> <ul style="list-style-type: none"> <li>McKinley County Facility Audits</li> <li>Gallup Facility Audits</li> <li>McKinley County Energy Services Performance Contract</li> </ul>	<b>MEMBER SUBCONTRACTS</b> <ul style="list-style-type: none"> <li>BOR/Water System Regionalization</li> <li>Alternative Fiscal Agency</li> </ul>	<b>RURAL MICROENTERPRISE INCUBATOR PROGRAM</b> <ul style="list-style-type: none"> <li>NM Community Capital Grants</li> <li>USDA/RBEG-Microenterprise</li> </ul>
		<b>SPECIAL INITIATIVES</b> <ul style="list-style-type: none"> <li>Aztec Vision Plan</li> <li>Energizing the Workforce</li> <li>RMCHCS Strategic Planning</li> <li>Regional Broadband Plan</li> </ul>

# "Show Me the Money": or at least the road to get on...

Infrastructure Capital Improvement Plan (ICIP)  
Workshop Series 2021

## Planning, Vetting, Application, & Funding Virtual Training

August 12, 2021



NORTHWEST NEW MEXICO COUNCIL OF GOVERNMENTS

106 W. Aztec Avenue  
Gallup, NM 87301

VOICE: (505) 722-4327

WEB: [www.nwnmcog.com](http://www.nwnmcog.com)

FAX: (505) 722-9211

"Coffee is for closers only."



All Information Posted on COG website  
<http://www.nwnmcog.com/projecteering.html>



# We Call It "Projecteering"

*From Project Concept to Ribbon-Cutting and beyond to Asset Management  
A New Paradigm for Infrastructure Planning, Development, & Financing*


## Full Cycle Planning:

Understanding that planning is a 365-day a year process to identify, prioritize, ready, fund, and manage projects. The concept with project planning is to create an implementation plan that identifies timelines, roles, tasks, and lead/support persons that will be responsible to move projects from an "idea" to investment grade "project".


## Full Circle Funding:

The landscape for project funding is extremely limited and competitive. Our belief is that fully funded projects will need to attract a 360° portfolio of investments. To complete a project, communities will need to submit applications to a variety of funders and programs.

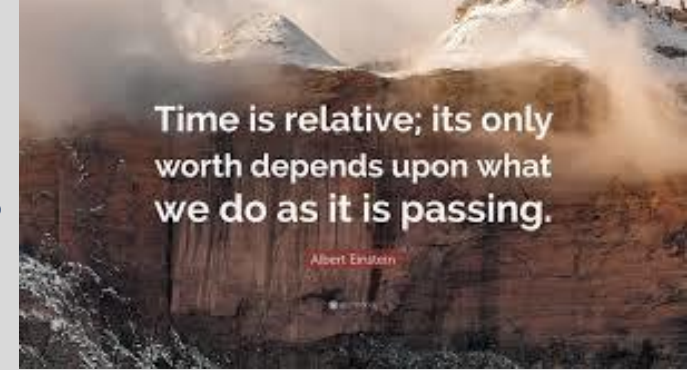
Infrastructure Capital Improvement Plan (ICIP) Workshop Series 2020  
Planning, Vetting, Application, Funding "Training" (Virtual)  
July 29, 2020

 [Developing A Community Grant Program](#)  
Download File

 [Projecteering: So Now What? Memo](#)  
Download File

 [Project Readiness Triage](#)  
Download File

# GETTING BIG THINGS DONE TAKES **TIME**...



40+ years

Navajo-Gallup Water Supply Project

20+ years

US 491 Four-laning

7-10 years

Economic Development Projects

3-5 years

Typical Improvement Project

*the impossible  
just takes a  
little bit longer*

# RESOURCES: DO MORE WITH LESS...



## QUALITY GOVERNMENT SERVICES

(Day-to-Day Activities)

## STRATEGIC PROJECTS & PROGRAMS

(Proactive Activities)

### TOOLBOX OF RESOURCES:

1. Officials and Committees & Staff Experience
2. Community Plan
3. Local Budget
4. Full Cycle Planning / Full Circle Funding
  - Infrastructure Capital Improvement Plan (ICIP)
  - Project & Resource Development Plan
  - Project Prospectus
5. Technical Assistance Providers



# PLANNING: AND THE TWO KINDS OF PLANS

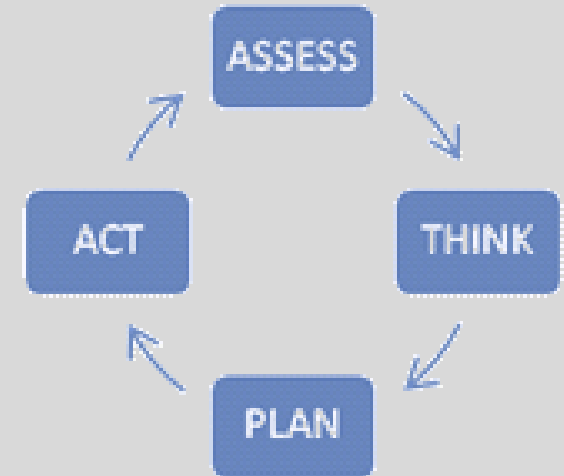


In preparing for battle, I have always found that plans are useless but planning is indispensable.

(Dwight D. Eisenhower)



Good	Bad
A Plan you use	A Plan that sits on a shelf



# PROJECTS ARE LIKE ICEBERGS

**Ribbon-cuttings and Project Completion** are the tip of the iceberg and usually the only part that the public sees or officials care about for good reason.



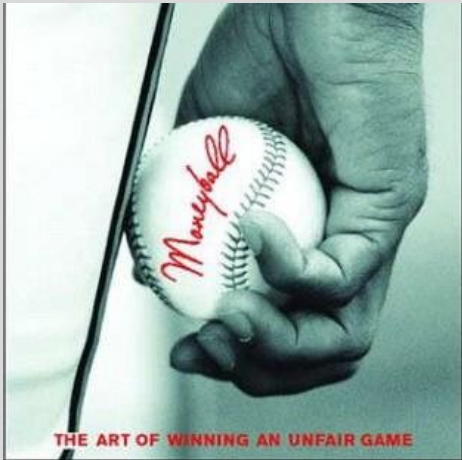
## Projecteering

is everything under the water that no one sees or recognizes but without which no project is successful. The part that sinks projects is everything under the water.



# Learning Objectives

- ✓ Preparation: "A Mandatory Prerequisite"
- ✓ Tactics: "Game Plan"
- ✓ Focus: "Vetting & Prioritization"
- ✓ Application: "Work Smarter not Harder"
- ✓ Funding: "Increasing Chances of Success"



# PREPARATION:

Where do I start?

- ✓ **Strategic Community Plan (20+ Year Vision/Input)**
  - Comprehensive Plan,
  - Growth Management Master Plan,
  - Community Land Use Plan,
  - Strategic Action Plan
  
- ✓ **Infrastructure Capital Improvement Plan (5-Year)**
  - Community Description / Short Summary of Community Plan
  - Inventory of Assets
  - **5-Year Prioritized Road Map**
  - **Project & Resource Development Plan**
  
- ✓ **Budget & Audit (1-Year)**
  - Submitted & Approved
  - Tied to Planning Goals and Action Plan
  - Tiered Financial Review / Agreed-Upon Procedures
  
- ✓ **Track Record (Lifetime but Redeemable)**
  - Past Performance – Spending What You Already Have
  - Avoid the “Black List”
  
- ✓ **Do Your Homework (Short Shelf Life but Highly Recyclable)**
  - Are you eligible? What are the requirements? Create a checklist?
  - **Project Prospectus**
  - Collect/File Supporting Documents: **Community History, Data, PER, ROW, Resolutions, Photos**

**PROJECT PROSPECTUS FORM**

1. REQUESTOR

PROJECTING ENTITY	NAME	PHONE
CONTACTS: L. NAME	ADDRESS	PHONE
PHONE	PHONE	PHONE
PHONE	PHONE	PHONE
ORGANIZATIONAL DESCRIPTION:		
ORGANIZATIONAL TRACE RECORD:		
FISCAL AGENCY FOR THIS PROJECT:	PROJECT OWNER:	
SPONSORING/ENDORSEMENT PARTY:		

2. PROJECT TITLE

3. SUMMARY PROPOSAL OR REQUEST

JURISDICTION TO BE ACCREDITED:	
FUNDING REQUESTED AND/OR PROPOSED:	
APPROPRIATENESS BY FUNDING SOURCE:	

4. BACKGROUND

A. LOCATION

IMPLEMENTATION SITE:	
STATE (CITY/COUNTY/STATEMENT):	MAP/LOC:



# So Now What...?

## Infrastructure Capital Improvement Plan

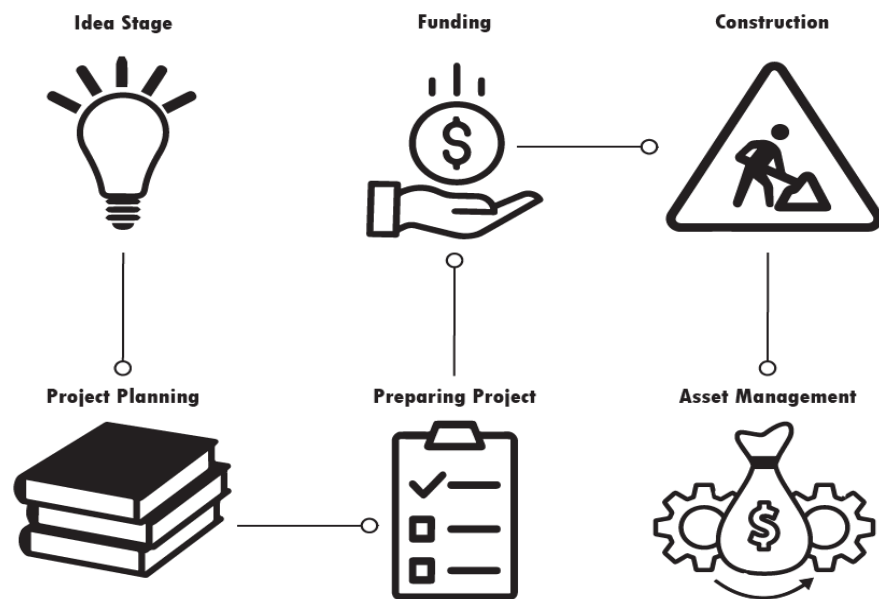
If your community has completed and submitted its Infrastructure Capital Improvement Plan (ICIP) – the question becomes, SO NOW WHAT?

We all realize that the ICIP is only a planning tool and a pre-requisite for applying for funding. It really is a process to help policy officials focus and select their top priorities. It is also a way to create a financing strategy and year-round gameplan to attract project resources through various local, State, Federal, and other sources by applying and gaining funding. Each program has different timelines and application processes. The same type of information is used by most grant and loan sources, but no universal application has really been implemented with much success.

## Projecteering

Since it is unlikely to get a major project completed with only one source of funding or in one year these days, "Projecteers" need to systemically plan and time a strategy to pull together a portfolio of investors and sources to get full project funding.

'Projecteers' are basically the folks or staff in your community that lose sleep over the "Projecteering" process and successfully completing community projects. 'Projecteering' is the process of getting a project from:



## Timing a Project

So, to be a successful Projecteer, the COG recommends that folks live by a full cycle planning and full circle funding philosophy. Basically, this philosophy is that Projecteers plan and update projects on an ongoing basis and work on landing project funding from various sources -- 365 days a year.

So, Projecteers need to be well versed on program timeframes, parameters, and nuances.

Next is a list of the normal and routine funding sources and the major due dates – please note there are usually more than meets the eye in terms of what it takes to qualify and be successful.

**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 31st. This will be for funding typically in years FY20-21 and is biennial process. Work through your local RTPO representative for more information. [www.nwnmco.org/rtpo](http://www.nwnmco.org/rtpo)

**Water Projects** - the Water Trust Fund's Board is soliciting water projects currently. Again, whether it's 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. Water Trust Fund program information. <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. Here is a link to the Legislative Council Services background paper on the program: [https://www.nmlegis.gov/Publications/Info\\_Bulletins/2017/Capital\\_Outlay\\_Primer\\_For\\_2018.pdf](https://www.nmlegis.gov/Publications/Info_Bulletins/2017/Capital_Outlay_Primer_For_2018.pdf) Requests are submitted via local Legislators, using the Legislative Council Services capital outlay request form. [https://nmlegis.gov/Publications/Capital\\_Outlay/capital\\_request\\_form.pdf](https://nmlegis.gov/Publications/Capital_Outlay/capital_request_form.pdf)

**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. <http://www.nmaging.state.nm.us/capital-outlay.aspx>

**Tribal Infrastructure Fund** - TIF 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. All tribes, nations and pueblos in the State of New Mexico have an opportunity to submit project proposals for plan, design and construction. <http://www.iad.state.nm.us/>

**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. More information on programs. <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. More information on programs. <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/>

If you have any questions or need assistance with projecteering, please contact:

**Evan Williams, Executive Director**  
**Northwest NM Council of Governments**  
**Phone: (505)-722-4327**  
**E-Mail: ewilliams@nwnmco.org**



# TACTICS:

What is my Game Plan?



**Create Top Priority Projects**



**Phase Projects**

Planning

Design

Construction Phases (stand-alone)



**Develop a Project Action Plan /  
Plan for the Process**

Action / Timeframe / Responsible Party

Back fill to deadlines



**Develop a Strategy to  
Tell Your Story**

Media, Consultations, Presentation, Press  
Releases, etc.

Know the Audience: Why should I care?  
Why should I invest in this and you?



**Get it into the “hopper”  
e.g. local, regional and State plans and priority lists – “hoppers”**



**Get support**

Resolutions, Letters of Support, Petitions,  
Testimonials



**Be Your Best Advocate or Champion**



# The Art of the One-Pager



## Coal Avenue Commons "Event Street"

Projecteering Summary

### Phasing Strategy

PHASE I PLAN & DESIGN	PHASE II CONSTRUCTION	PHASE III CONSTRUCTION	PROGRAMMING
NEA Our Town Grant in conjunction with local funds to plan the event street.	Construction between 2nd & 3rd Streets including the 3rd St. Intersection and Walkway.	Construction of the 2nd St. Intersection & Roadway from 2nd to 1st Streets.	Downtown Organization and City to program use of the "event street" and host the inaugural Event
<b>\$390k</b>	<b>\$3.9m</b>	<b>\$3.5m</b>	<b>\$TBD</b>

#### PROJECT DESCRIPTION

The Coal Avenue Commons "Event Street" is envisioned as a key catalytic infrastructure project aimed at improving downtown infrastructure through creative place-making and design. The corridor, between 1st & 3rd Streets is slated to undergo complete reconstruction including subsurface utilities, drainage infrastructure, pedestrian amenities and intersection redesign. Wider sidewalks, flex zones, removable closures, and curb-less design provide design characteristics of an Event Street.



### Roles

ROLE	ENTITY / PERSON
Accountable Entity	City of Gallup
Champion(s)	C.B. Strain
Support	Mainstreet, COG, Gallup Arts, BID, Chamber
Consult	NMMS, NMDOT
Informed	Business Owners, City Officials, Legislators

### Funding Strategy

ROLE	ENTITY / PERSON
Local	NMDOT TPF Match - \$175,000
Partner Support	
State	PHASE II NMDOT TPF = \$3,325,000
Federal	PHASE II Federal Earmark - \$3,325,000 (Optional - Could be used for items removed during value engineering if funded by TPF)

### Action Plan

STEPS	RESPONSIBLE PARTY	ACTION	TIMELINE
✓ 1	City / NWNMCOG	Federal Earmark Submission	March 2021
2	NWNMCOG	Update MRA / ACD Plans	March - April 2021
✓ 3	City / RTPo	Transportation Project Fund List	April 2021
4	City / RTPo	RTPo Call for Projects	April 2021
5	City	Inclusion into City Budget	March - June 2021
6	City	Ensure Inclusion in Priority Plans	June - September 2021
7	GMSACD / City	NM Main Street Capital Outlay (Optional)	September - October 2021
8	City / NWNMCOG	NM Legislature Capital Outlay (Optional)	December - January 2021



PROJECT PROSPECTUS FORM

DATE:

I. REQUESTOR

REQUESTING ENTITY:			
CONTACTS:	NAME:		NAME:
	ADDRESS:		ADDRESS:
	PHONE:		PHONE:
	EMAIL:		EMAIL:
ORGANIZATIONAL DESCRIPTION:			
ORGANIZATIONAL TRACK RECORD:			
FISCAL AGENT for THIS PROJECT:			
PROJECT OWNER:			
OPERATOR/SUSTAINING PARTY:			

II. PROJECT TITLE

III. SUMMARY PROPOSAL OR REQUEST

PURPOSE/WORK TO BE ACCOMPLISHED:	
FUNDS NEEDED under this PROPOSAL:	
APPROPRIATENESS to FUNDING SOURCE:	

IV. BACKGROUND

A. LOCATION

IMPLEMENTATION SITE:		
STATE LEGISLATORS/DISTRICTS:	SENATE:	
	HOUSE:	
CONGRESSIONAL HOUSE DISTRICTS:		

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# 365 | Full Cycle Planning

# 360 | Full Circle Funding

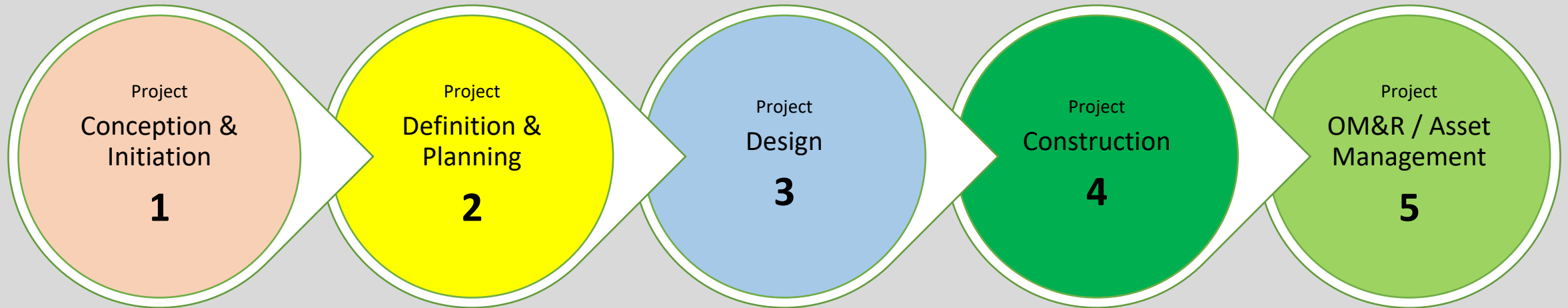
“When planning for a year, plant corn.  
When planning for a decade, plant trees.  
When planning for life, train and educate people.”

A planning philosophy, created by Jeff Kiely, that teaches that for all projects one must:

- Plan throughout the entire 365-day period.
- Create a well described project prospectus and budget.
- Seek investments from various sources around the circle to completely fund a project – 360-degree approach.



# LIFE OF A PROJECT



- Feasibility Study
- Preliminary Engineering Report
- Acquisition

## Preliminary Design

- Geotechnical Investigation
- Environmental Assessment
- Topographic Design Survey
- ROW Survey
- Utility Designation & Mapping
- Drainage Report
- Easements
- Design Drawings
- Cost Estimates

## Final Design

- Utility Relocation Design
- Final ROW Takes, Construction Easements
- Design Drawings (60%/90%)
- Public Involvement Meetings
- Technical Specifications
- Plans, Specifications, & Estimates (PS&E)
- Bid Documents

- Construction Letting
- Pre-construction Meeting
- Filed Observation
- Construction Phasing, Traffic Control, Public Outreach
- Progress Meetings
- Field Engineering
- Construction Administration
- Substantial Completion & Close-out Checklist

## Project Development

The process that takes an infrastructure improvement project or facility from concept through construction. There are several goals for this process:

- To ensure context sensitivity through an open, consensus-building dialogue among project proponents, reviewers, the public, and other parties.
- To encourage early planning, public outreach, and evaluation so that project needs, goals, and objectives, issues, and impacts can be identified before significant resources are expended.
- To achieve consistent expectations and understanding between project proponents and those entities who evaluate, prioritize, and fund projects.
- To ensure allocation of resources to projects that address local, regional, and statewide priorities and needs.

Moving from Idea to Investability to Sustainability



## BEGINNER

Projects in infancy stage, needing preliminary planning & development, with results to be achieved beyond a 3-year horizon.

**Grade E**

A preliminary idea based on an identified need, but with no shape to a project plan

Preliminary project description, needs assessment, statistical data & clearer direction ... but still no specific project plan.

## INTERMEDIATE

Projects are in motion, approaching a stage of readiness, but need additional planning & development dollars to move into the Advanced stage; potentially implementable within a 1-to-3-year time-frame.

**Grade D**

Scope of the project is getting honed, feasibility assessment is done, community stakeholders are involved & supportive, and there is a ball-park sense of all pieces involved, including cost.

**Grade C**

Preliminary Engineering Report, budget estimates, clearances, specifications, ownership documents, etc. are all complete.

## ADVANCED

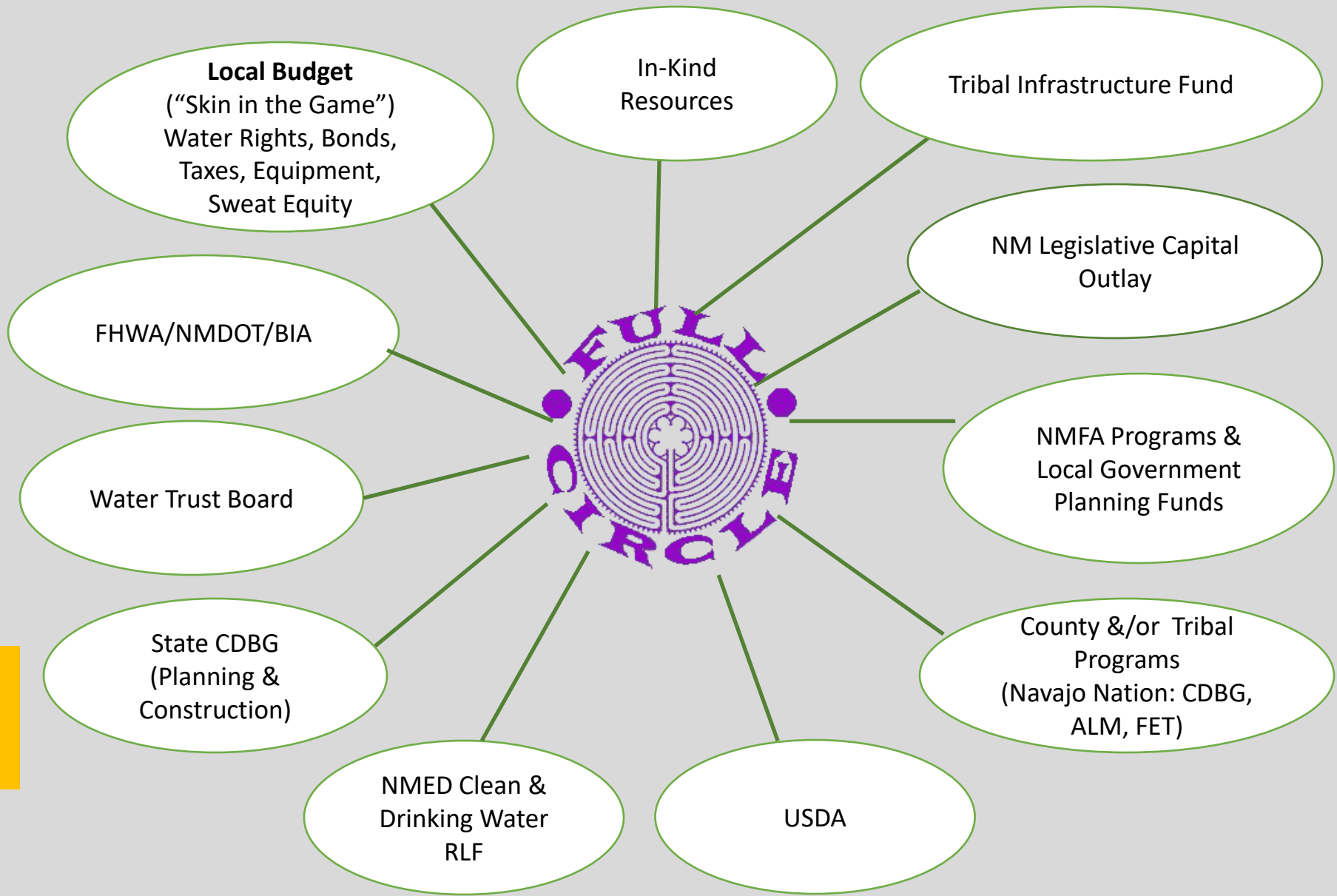
Projects demonstrate a high degree of readiness ("shovel-ready"), sufficient to access immediate funding & investment opportunities.

**Grade B**

Full planned & investable, with fully vetted plans & specs, clearances, budgets, commitments, & multiple funders ready to pitch in.

**Grade A**

CARES  
APRA  
IIJA



# FOCUS:

How do I vet Projects and set Priorities?



## Start with Your ICIP

Remember ICIP is a State requirement that can be your local priority list or not.

State Investment List | Local Priority List | Wish List



## Decide on a Universe

For example, Current Year ICIP Projects only  
Economic Recovery Projects only  
Projects in My District only



## Decide on a Method

Voting or Force Ranking  
Paired Comparison or Q-Sorts  
Prioritization Metrics



## Facilitate a Prioritization Session with Leaders

Build Consensus  
Identify Capital Outlay Priorities  
Focus Internal Resources



## Print Them and Post Them



## Create Projecteering Strategies

Project Resource & Development Plan  
Action Plans  
Financing Strategies



## Be Your Best Advocate or Champion



### Paired Comparison Worksheet

For information on paired comparisons, visit [www.mindtools.com/rs/pairedcomparisonanalysis](http://www.mindtools.com/rs/pairedcomparisonanalysis).

Option	A	B	C	D	E	F	G	H
A								
B								
C								
D								
E								
F								

Total	Rank

Option	Total	Rank
E		
F		
G		
H		

# Vetting & Prioritization Methods

- Public Polling
- Dot Voting
- Forced Ranking
- Paired or Weighted Comparison
- Prioritization Metrics
- Combinations

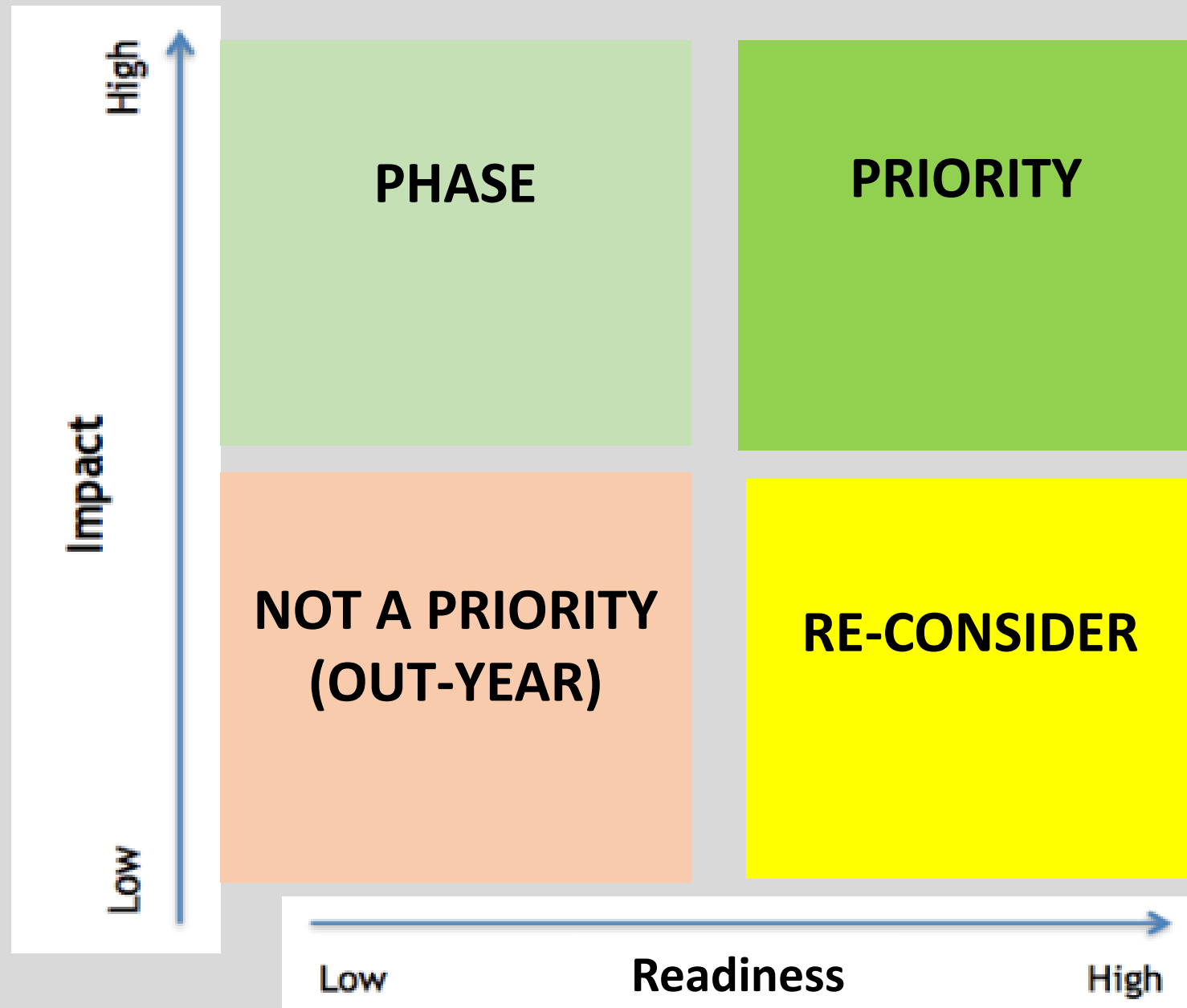
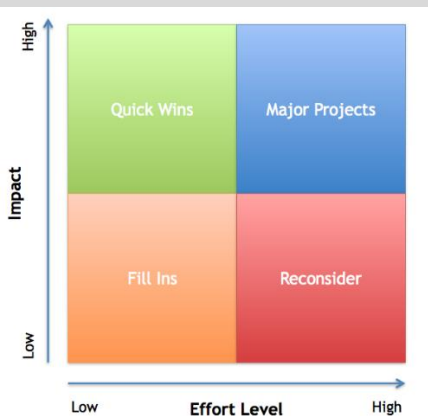
Annual Outlay Program: LOCAL PROJECT

	DESCRIPTION	The extent to which		1
		0 No degree	3 Low degree	
1. NEED	<ul style="list-style-type: none"> <li>Meets a chronic, urgent or broadly impacting need or problem.</li> <li>Addresses public health &amp; safety (including provision of basic services)</li> <li>Addresses a time urgency (including emergencies, compliance issues and cost factors)</li> </ul>			
2. VISION	<ul style="list-style-type: none"> <li>Moves toward fulfilling a core vision, value or goal of the City</li> </ul>			
3. VALUE	<ul style="list-style-type: none"> <li>Makes the highest, best and most timely use of public resources.</li> <li>Promises to bring a positive return on investment (both in terms of "public value" and economic &amp; financial return)</li> <li>Uplifts the overall Quality of Life (including addressing community environment, services &amp; amenities, and economic security &amp; opportunity)</li> </ul>			
4. PROTECTION/PREVENTION	<ul style="list-style-type: none"> <li>Prevents or mitigates threats or risks of degradation, social decay or loss of public value</li> </ul>			
5. READINESS	<ul style="list-style-type: none"> <li>Results from a sound and appropriate vetting, planning, phasing and readiness process</li> <li>Includes appropriate attention to financial resources available from a variety of sources</li> <li>Addresses technical preparedness issues, including phasing, sufficiency of design, human resource needs, attainment of rights of way and clearances and readiness for implementation</li> </ul>			
TOTALS:				
PROJECT TOTAL:				



# Prioritization Metrics

PRIORIZATION SHOULD BE BASED ON THE SHARED VISION AND VALUES OF THE COMMUNITY SET BY THE LEADERSHIP



# FUNDING:

Increasing Your Chances  
for Success



**Do Your Homework**



**Get it into the “hopper”**

Local and/or Tribal Plans

Regional Plans

State Plans



**Learn and Be the Buzz Words – Talk  
the Talk; Walk the Walk**

Regional

Shovel-Ready

Opportunity Zones



**Be a Fierce Advocate**



**Regional Funders’ Roundtable  
“Shark Tank”**



**Be Accountable for Money You Get;  
Track Record is Paramount**

It is easier to get the money; than it is to  
spend it correctly and efficiently

Getting the grant is only the start – be ready  
for the rest.



**Celebrate & Promote Success**



January - March

- 🏛️ NM Legislature Opens | January 18th
- 💧 WTB Readiness Application Due | January 28th
- 🏛️ Legislative Capital Outlay Request Forms Due | January 26th
- 🏠 Senior Center Application Training | January - February
- 🚗 RTIPR Approval By RTPO | February 9th
- ➡️ TIF Portal Opens | February
- 🏛️ Final Capital Outlay Bill | March
- 🚗 ZIPPR Prioritization | March
- ➡️ TIF Application Deadline | March

WINTER

FALL

October - December

- 🏛️ NM Infrastructure Conference | October
- 🚗 ICIP Due for Senior Centers | October 1st
- 💧 WTB Initial Application | October 8th
- ★ CDBG Allocation Hearing | October 21st
- 🚗 Project Presentations & Prioritization | November 10th
- 💧 WTB Readiness Application Training | December 9th
- 💧 WTB Phase 1 Project Approvals | November 23rd
- ★ CDBG Implementation Workshop | December
- 🏛️ Communities prioritize NM Legislative Priority Projects & hold Legislative Forums/Consultations | December

April - June

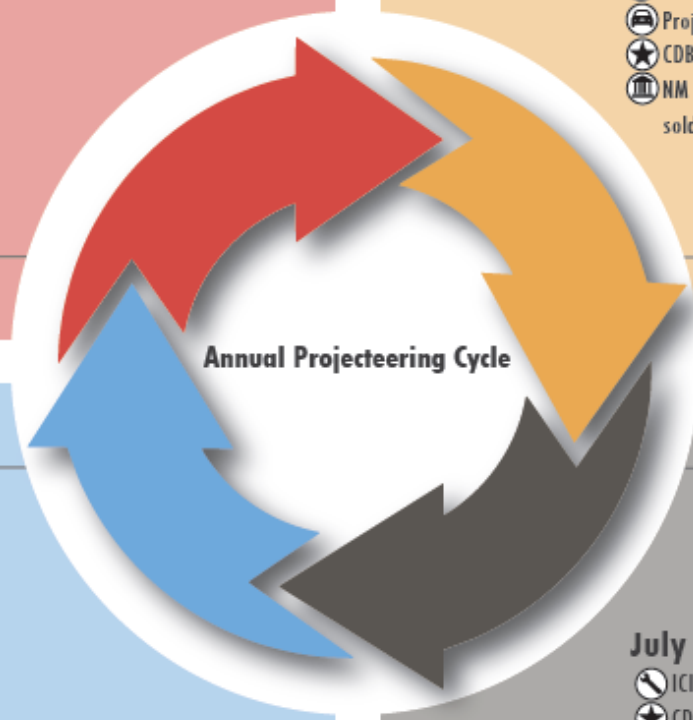
- 🏛️ G.O. Bonds due to ALTSD | April
- 🚗 Call for all Transportation Projects Notice | April 14th
- ★ CDBG Threshold Deadline | April 30th
- 💧 WTB Funding recommendations to NMFA | May 5th
- 🏛️ Senior Center Applications due to ALTSD | May 28th
- ➡️ TIF Award Announcement | June 2022
- 💧 WTB Final Approval/Awards | June 2022
- 🌐 Local Governments Only - Prelim Budgets Due | June 1st
- 🚗 Project Feasibility Forms (PFFs) Due | June 11th
- ★ CDBG LMI Calculation Deadline | July 22nd
- 🏛️ NM Local Gov't Certifications of Severance Tax Bonds (STB) / Bonds sold for Capital Outlay Projects for local and tribal governments

SPRING

SUMMER

July - September

- 🚗 ICIP Virtual Training Workshop | July 30th
- ★ CDBG Application Deadline | August 20th
- 💧 WTB Notice of Intent | August 10th - 25th
- 🚗 ICIP Due for Special Districts | September 3rd
- 🚗 Project Prospectus Forms (PPF) Dealine | September 10th
- 🚗 NMDOT Active Trans. & CMAQ Apps Deadline | September 10th
- 🚗 ICIP Due for Tribal Entities & Local Gov'ts | September 17th
- ★ CDBG Application Hearing | September 23rd
- 🏛️ Grant Agreements are issued | July - September



# Coaches: Who do we ask?

Indian Affairs Department/Tribal Liaisons	<a href="#">Lynn Trujillo, Cabinet Secretary</a> <a href="#">Chandler Kahawai</a> , Capital Outlay Coordinator (Each State Department has a Tribal Liaison)
Rural Community Assistance Corporation (RCAC)	<a href="#">Blanca Surgeon</a> , <a href="#">Liz Bernal</a>
NW Council of Governments	<a href="#">Evan Williams, Executive Director</a> <a href="#">Robert Kuipers</a> , <a href="#">Carrie House</a> , <a href="#">Angelina Grey</a> ; <a href="#">Brandon Howe</a>
NM Department of Finance/ Local Government Division	ICIP: <a href="#">Carmen Morin</a> CDBG: Dawn Webster Capital Outlay: <a href="#">Welsey Billingsley</a> , <a href="#">Tonantzin Roybal</a>
Navajo Nation Division of Community Development CPMD, Capital Projects Management, Administrative Service Centers	Benjamin Cowboy, Ima Julian, Elmer Johnson
	Dr. Pearl Yellowman, Division Director James Adakai, Manager; Denise Copeland Casey Begay, Eliza-Beth Washburne; Patricia Begay
NM Environment Department (NMED)	David Bishop, Project Manager
Senior Centers	Barbara Romero (State), Bernice Wheeler (Navajo)
Other Entities like Yours (Role Models)	Chapter CSC, Office Managers

# New Mexico Capital Outlay Dashboard

<https://www.nmdfa.state.nm.us/dfa-dashboards/>

Capital Outlay Dashboards

CARES Act Dashboards

Infrastructure Capital Improvement Plan (ICIP) Dashboards

New Mexico General Appropriation & Expenditures (Junior Bill) Dashboard



Appropriations	Project Activity	Grant Agreements	Capital Project Listing	Definitions & Funding Sources	Contact Information
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## Capital Appropriations

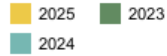
Reversion FY 2021 through FY 2025

Select One Filter Option

Project County  
All

OR  
Local Fiscal Agent  
Northwest Council of Governments

### Capital Appropriations...



Click on a year or fund to see filtered detail in each chart.

#### by Reversion Year

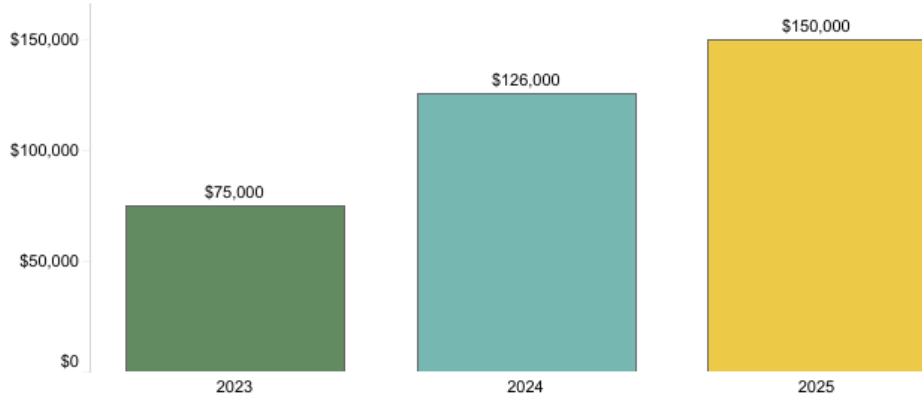


#### by Funding Source



#### by Reversion Year and Capital Type

Hover to see project detail.



Select Capital Project Type.  
Note the county/agency may not have received appropriations for all project types.  
All

Optional Filters

Appropriation Range \$0 to \$22,500,000

Administering Agency All

\* Only local capital projects are shown.  
\*\* Null values mean bonds have not sold.

### F2809 - Department of Finance and Administration - Dept Code:A21F2809 - Class Code:F2809

Year	2021
Appropriation Title	NW NM COG BLDG GALLUP REN
Fund Code	SEVERANCE TAX BONDS
EO 2013-006 Eligibility	COMPLIANT
Bond Sale Date	***
Bond Series Number	
Amount of Bond Sale	\$0
Category	Local
Subcategory	PUBLIC BUILDINGS & EQUIP
County	McKinley
State Amount	\$150,000
Chapter/Section/Paragraph	138 / 29/250
Reversion Date	***
<b>SHARE/BOF Data</b>	
Expended Amount (SHARE)	\$0
Appropriation Balance (SHARE)	\$150,000
Expended Amount (BOF)	\$0
AIPP Amount (BOF)	\$0
Reversion Amount (BOF)	\$0
Appropriation Balance (BOF)	\$150,000
Last Update (SHARE/BOF)	8/3/2021
<b>State Agency Data</b>	
ICIP Project #	
ICIP Priority #	/
Local Fiscal Agent Code	13048 - Northwest Council of Governments
Reauth from Prior Project Amount	\$0
Amount Obligated	\$0
Project End Date	***
Expended Amount	\$0
AIPP Amount	\$1,500
Reauth of Balance to New Project	\$0
Reauth to Project #	
Reversion Amount	\$0
Project Status	0100 - Appropriated
Goal/Milestone achieved last quarter	
Goal/Milestone for next quarter	
Project Phase	0100 - Appropriated
Calculated Balance	\$148,500
Last Agency Update	
Last Submission Date	8/1/2021 12:00:00 AM
<b>Local Data</b>	
Expended Amount (Local Entity)	\$0
Current Balance (Local Entity)	\$0
Project Status (Local Entity)	
Project Phase (Local Entity)	
Goal/Milestone achieved last quarter (Local Entity)	
Goal/Milestone for next quarter (Local Entity)	
Valid Contracts in Place (True/False)	
No activity for month being reported (True/False)	
Last Submission Date (Local)	
Last Update (Local)	

# APPLICATION:

How do I work smarter  
and not harder?



## Narrow the Field

Filter, Funnel, & Follow-up

Being First Can be the Worst

Shotgun vs. Rifle Approach

**SHOTGUN.** Shoot a scatter shot and see what falls out  
**RIFLE:** Take careful aim at one specific target.



## Competition is Stiff

Must Stand Out

What is your hook?



## Not easy but Not Rocket Science

Read entire Request for Proposals (RFP)

Follow the instructions; Ask; Don't Add

Grants written for projects you know very well



## Tell Your Story

No one knows you or your community like you

Paint the picture

Illustrate to people who have never been here



## Summary, Goals, & Beyond

Should be written last

SMART goals

Evaluation & Funding it Forward



## Do's

Do make contact with Grants Officer (ask ?'s)

Do develop a template proposal for reuse

Do Read the entire proposal before writing

Do tackle each section separately



## Don'ts

Don't guess on anything you don't understand

Don't copy someone else's grant

Don't submit without letters of support

Don't make up lies of things you are not doing



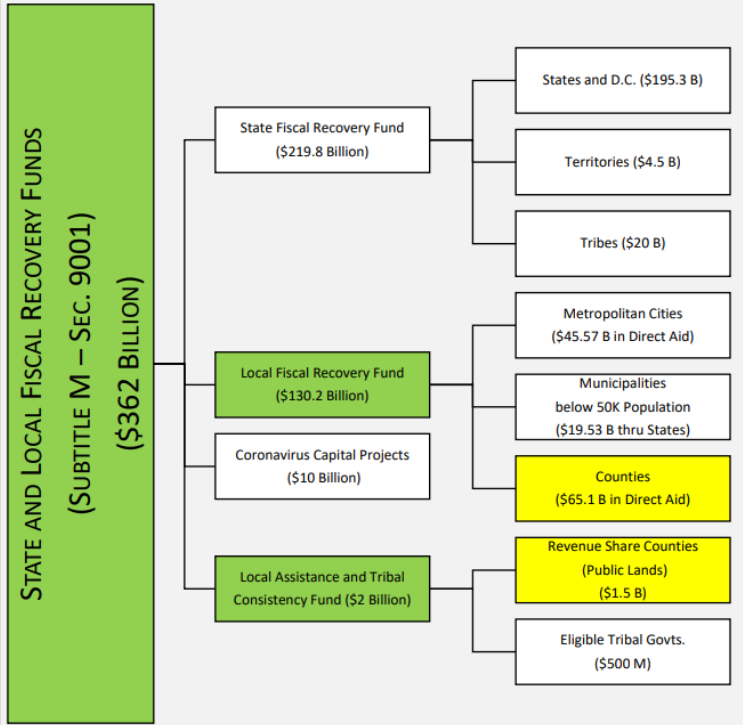
# Know the Game: Legislative Capital Outlay Process

- Dates: mid-January
  - 2022: 30 days - starts January 18<sup>th</sup>
  - 2023: 60 days – starts January 17<sup>th</sup>
- Sources:
  - Severance Tax Bonds – Capital Projects/Infrastructure (estimate \$585M)
  - General Obligation Bonds – (*even years only*)
    - Seniors, Libraries, Schools, & Universities
  - *General Fund (estimating \$1B)*
  - *Senior Center Capital Outlay – January Trainings for next cycle and application deadlines*
- EXAMPLE: Broken down between Executive & Legislature (\$585M) – 2022
  - Water Trust Board (52.65M); Colonias (\$26.325M); Tribal (\$26.325M)
  - Executive (1 Governor) = \$160M
  - Senate (42 Members) = \$3.8M per member
  - Representative (70 Members) = \$2.28M per member
- LCS Capital Outlay Forms – **due on or before January 26, 2022**
  - LCS Form - [https://www.nmlegis.gov/Legislation/BillFinder/Capital\\_Outlay\\_Request\\_Forms](https://www.nmlegis.gov/Legislation/BillFinder/Capital_Outlay_Request_Forms)
  - Governor - <https://www.governor.state.nm.us/request-capital-outlay/>
- Executive Order 2013-006 – budget, audits, quarterly reports

# Know the Game



## DIRECT ASSISTANCE FOR STATE AND LOCAL GOVERNMENTS



**COUNTIES ELIGIBLE**

**STATE FISCAL RECOVERY FUND**

States will receive a total of \$195.3 billion in aid, of which \$25.5 billion will be split evenly between states and the District of Columbia. Tribal governments will receive \$20 billion in payments and U.S. territories will receive \$4.5 billion in payments.

**\$219.8 Billion**

**COUNTIES ELIGIBLE**

**LOCAL FISCAL RECOVERY FUND**

Counties will receive \$65.1 billion in population-adjusted payments based on each county's share of U.S. population, with additional adjustments for Community Development Block Grant (CDBG) recipients. Cities will receive \$45.57 billion in payments and non-entitlement units of local government will receive \$19.53 billion.

Visit the [NACo COVID-19 Recovery Clearinghouse](#) for the latest on how counties are using federal funding to drive recovery in our communities.

**\$130.2 Billion**

**COUNTIES ELIGIBLE**

**CORONAVIRUS CAPITAL PROJECTS**

Each state will receive \$100 million, while U.S. territories and tribal governments each have their own allotment of \$100 million to be split among them. These funds are allocated for critical capital projects directly enabling work, education and health monitoring in response to COVID-19.

**\$10 Billion**

**COUNTIES ELIGIBLE**

**LOCAL ASSISTANCE (PUBLIC LANDS COUNTIES) AND TRIBAL CONSISTENCY FUND**

Provides an additional \$1.5 billion, split evenly over FY 2022 and 2023, for eligible revenue share counties (i.e., public land counties) as well as \$500 million over both fiscal years for Tribal governments.

**\$2 Billion**

**Economic Development Administration:** Provides \$3 billion for economic adjustment assistance. Of this amount, 25 percent of funding is reserved for assistance to communities that have suffered economic injury as a result of **job losses in the travel, tourism or outdoor recreation sectors.**

[https://www.naco.org/sites/default/files/documents/NACo%20Legislative%20Analysis%20for%20Counties\\_America%20Rescue%20Plan%20Act%20of%202021\\_Final.pdf](https://www.naco.org/sites/default/files/documents/NACo%20Legislative%20Analysis%20for%20Counties_America%20Rescue%20Plan%20Act%20of%202021_Final.pdf)



# Know the Game

**Economic Development Administration:** Provides \$3 billion for economic adjustment assistance. Of this amount, 25 percent of funding is reserved for assistance to communities that have suffered economic injury as a result of **job losses in the travel, tourism or outdoor recreation sectors.**



# Know the Game: Infrastructure Investment and Jobs Act



## **Delivers a Historic Investment in High Speed Internet:**

•The bill’s \$65 billion investment increases access to reliable high-speed internet with an historic investment in broadband infrastructure deployment, just as the federal government made a historic effort to provide electricity to every American nearly one hundred years ago. This includes a \$2 billion investment in broadband in Tribal communities which were hit particularly hard by the COVID-19 pandemic.

•The bill creates the Affordability Connectivity Benefit, to help over 785,000 New Mexicans and low-income families afford internet access. The bill will also help lower prices for internet service by requiring funding recipients to offer a low-cost affordable plan, requiring providers to display a “Broadband Nutrition Label” that will help families comparison shop for a better deal, and by boosting competition in areas where existing providers aren’t providing adequate service.

**Address Lead Pipes And Invest in Clean Drinking Water:** This bill invests in clean drinking water and aims to address the nation’s lead pipes and service lines. From rural towns to struggling cities, the bill invests in water infrastructure across America, including in Tribal Nations and disadvantaged communities that need it most. The bill also includes dedicated funding to deal with harmful PFAS chemicals (per- and polyfluoroalkyl substances).

**Invests In More Public Transit Options And Addressing The Backlog Of Repairs:** This bill is the largest Federal investment in public transit in history, and devotes a larger share of funds from surface transportation reauthorization to transit in the history of the programs. It will repair and upgrade aging infrastructure, modernize bus and rail fleets, make stations accessible to all users, and bring transit service to new communities. It will replace thousands of transit vehicles, including buses, with clean, zero emission vehicles.

**Creates A First-Ever Program To Reconnect Communities Divided By Inequitable Transportation Infrastructure:** This bill creates a first-ever program to reconnect communities divided by transportation infrastructure. The program will fund planning, design, demolition, and reconstruction of street grids, parks, or other infrastructure. This is in addition to other major grant programs that could fund elements of these projects.

**Electrify School Buses, Improving Air Quality For Children:** This bill will make a critical down payment on helping the more than 25 million children and thousands of bus drivers who breathe polluted air on their rides to and from school. Diesel air pollution is linked to asthma and other health problems that hurt our communities and cause students to miss school, particularly in communities of color and Tribal communities. These investments will deliver thousands of electric school buses nationwide, helping school districts across the country buy clean, American-made, zero emission buses, upgrading the yellow school bus fleet for America’s children.

**Remediates Brownfield And Superfund Sites:** This bill provides the full American Jobs Plan funding level—\$21 billion—to create good-paying union jobs plugging orphan oil and gas wells, cleaning up abandoned mines, and remediating Brownfield and Superfund sites. As we transition to a clean energy future, these investments will begin to remedy economic injustice for communities across the country that have relied on the fossil fuel industry and have been affected most by the impacts of climate change and pollution, including rural communities and communities of color.

**Safeguards Communities Of Color From Climate Crises And Extreme Weather Risks:** This bill invests in helping communities build resilience to wildfires and floods through investments in forest management and upgrades to critical infrastructure—like elevating buildings, roads, and bridges, hardening physical infrastructure, and winterizing the power grid. And, it will fund state and local infrastructure improvements and emergency response strategies, such as planning grants to support development of evacuation routes or upgrading community shelters. The bill will also make it easier for low-income families to buy flood insurance.

**Invests In Clean Energy Grid To Mitigate Disparate Impacts Of Pollution On Communities Of Color:** The bill’s roughly \$65 billion investment is the single largest investment in clean energy transmission in American history. It upgrades our power infrastructure, including by building thousands of miles of new, resilient transmission lines to facilitate the expansion of renewable energy. It creates a new Grid Deployment Authority, invests in research and development for advanced transmission and electricity distribution technologies, and promotes smart grid technologies that deliver flexibility and resilience. It invests in demonstration projects and research hubs for next generation technologies like advanced nuclear reactors, carbon capture, and clean hydrogen.

# Keys to the Game:

## TIPS –

- Read the Request-for-Proposals in entirety and make notes;
- Pre-load basic information
- Call Grant Officer to clarify questions/gain insight
- Separate yourself for other proposals – what makes your circumstance unique
- Illustrate to people who have never been here
- Evidence plus asset-based perspective (why invest in you)
- Letters of commitment versus support (coalition)
- Charts say more than straight narrative
- Getting the grant is only the start – be ready for the rest
- Try, try, and try again
- Track record is important

## TRENDS –

- Regionalize and Detail Impact
- Need vs. Ready
- Finish What You Start
- Matching & Leveraging (One Source Doesn't Get the Job Done Anymore)
- Economic Recovery (COVID-19) – how does it stimulate recovery? How does it support building back better

## MORE TRENDS & RECOMMENDATIONS

- Everything is COVID-19 Recovery and Strategic Infrastructure – **Recommendation:** Have a Recovery Plan and portfolio of investment grade projects.
- Grant funding will continue to decrease and become more competitive, with funding increasingly based on **innovation** and a **regional**, rather than local, focus. **Recommendation:** Need to work with other groups – build larger, ready-to-roll partnerships and tie-into larger grants versus going it alone.
- Working on **targeted priorities** year-after-year leads to success overtime. There are not many opportunities to offset base budget with grant funding. **Recommendation:** Targeted strategies will be more effective than grant chasing;
- Information is crucial to proposal writing and shaping marketing pieces. **Recommendation:** Need access and have close relationships with public and private resources (City, County, etc.), and being pulled into the inner circle.
- Many historic grant programs are moving into loan programs (USDA)
- Non-profit organizations are many and new ones are born every day. Track record is crucial.
- Build broad support, and have politicians follow up on your behalf. Politics and relationships are key.
- Join grant review committees to learn & understand what funders look for.

# Keys to the NEW Game:

## TIPS –

- Figure out the high-level buckets of funds (Federal NOFO, State NOFO, State pass through, direct, or competitive)
- Triage opportunities to right size your targets based on capacity to execute
- Focus on key “Big” or “Once in Lifetime” investments – worry about potholes later.
- Strategic Infrastructure that builds back better and leads to economic recovery and catalytic projects.
- Understand where the Biden Administration is going and align with value propositions.
- Build a regional or Statewide coalition.
- Develop a financing strategy and target investment – leverage up.
  - Water/Wastewater
  - Economic Development
  - Transportation
  - Broadband
- Develop one-pagers (need, gap, impact) and send them everywhere

# 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](http://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](http://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](http://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](http://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](http://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](http://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](http://www.SCCOG-NM.com)

# 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**

### General Assistance--Local Government Division

Carmen Morin, Bureau Chief  
Community Development Bureau  
Department of Finance & Administration/State of NM  
407 Galisteo, Bataan Memorial Bldg. Rm 202  
Santa Fe, NM 87501  
(505) 470-8979  
[CarmenB.Morin@state.nm.us](mailto:CarmenB.Morin@state.nm.us)

### Tribal Governments/Nations/Chapters

**Indian Affairs Department, State of New Mexico/Santa Fe**  
Chandler Kahawai, CPO - Capital Outlay & TIF Administrator, [chandler.kahawai@state.nm.us](mailto:chandler.kahawai@state.nm.us), (505) 476-1600  
Lawrence John, TIF/Capital Outlay Administrator, [lawrence.john@state.nm.us](mailto:lawrence.john@state.nm.us), (505) 690-2997

**Navajo Nation (Chapters)/Shiprock**  
Denise Copeland, [drecopeland@nndcd.org](mailto:drecopeland@nndcd.org), (505) 368-1059 (provides assistance for Chapters)  
Kyle Rockbridge, Division of Aging & Long Term Care Support (DALTCS), [kylrockbridge@navajo-nsn.gov](mailto:kylrockbridge@navajo-nsn.gov), (928) 871-6248 (provides assistance for Chapter Senior Citizen Centers)

### Acequias

**NM Acequia Commission**  
Ralph Vigil, Chair, [molinodelaisla@gmail.com](mailto:molinodelaisla@gmail.com), (505) 603-2879

**NM Acequia Association/Santa Fe**  
Serafina Lombardi, [serafina@lasacequias.org](mailto:serafina@lasacequias.org), (505) 995-9644

### Land Grant

**Land Grant Council**  
Juan Sanchez, Chair, [chililinmlgc@gmail.com](mailto:chililinmlgc@gmail.com), (505) 249-6759

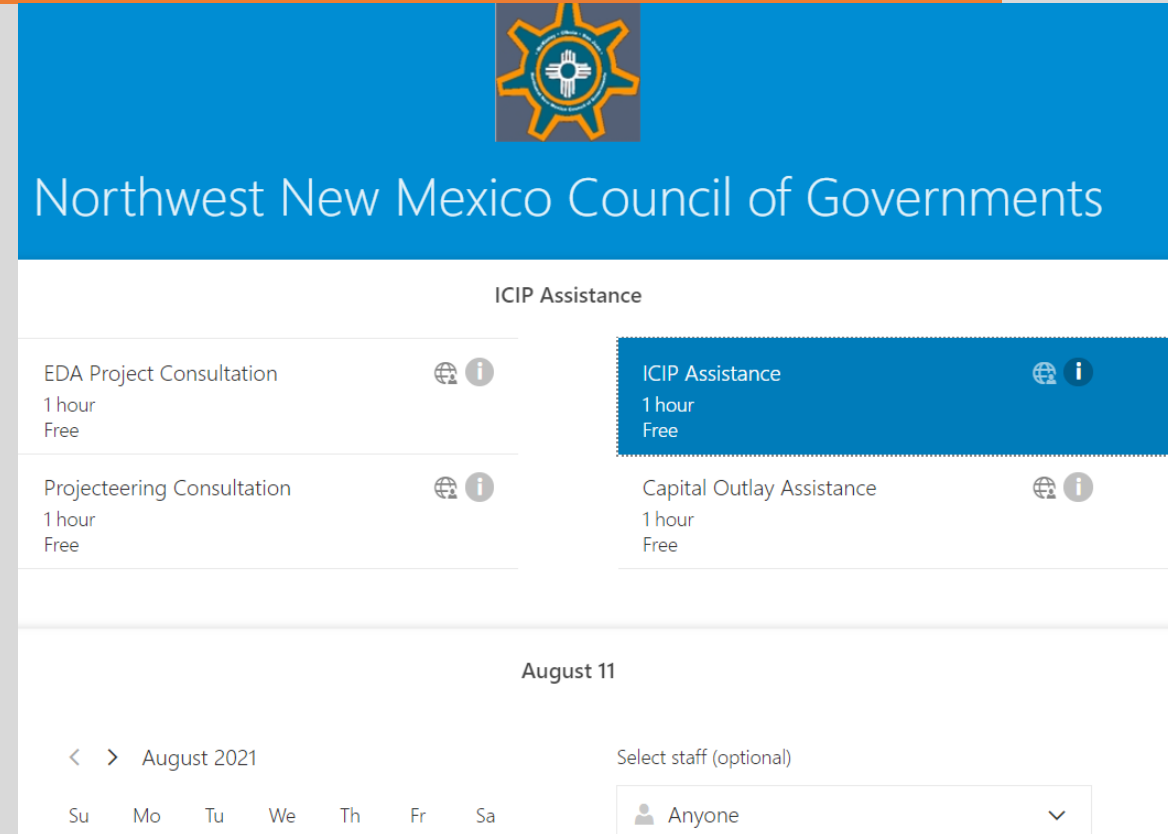
# Questions or Comments?

Evan Williams  
Executive Director  
Northwest New Mexico Council of  
Governments  
P: 505-722-4327  
[www.nwnmcog.com](http://www.nwnmcog.com)

Cibola Area  
**Bob Kuipers**

McKinley Area  
**Angelina Grey**

San Juan Area  
**Carrie House**



The screenshot displays the Northwest New Mexico Council of Governments website. At the top is the organization's logo, a gear with a sunburst and a cross, set against a blue background. Below the logo, the text "Northwest New Mexico Council of Governments" is visible. The main content area is titled "ICIP Assistance" and lists four services, each with a 1-hour duration and a "Free" price tag. The services are: EDA Project Consultation, Projecteering Consultation, ICIP Assistance, and Capital Outlay Assistance. Each service entry includes a globe icon and an information icon. Below the services list is a calendar for August 11, 2021, with navigation arrows and the text "August 2021". To the right of the calendar is a dropdown menu labeled "Select staff (optional)" with "Anyone" selected.

ICIP Assistance	
EDA Project Consultation 1 hour Free	ICIP Assistance 1 hour Free
Projecteering Consultation 1 hour Free	Capital Outlay Assistance 1 hour Free

August 11

< > August 2021

Su Mo Tu We Th Fr Sa

Select staff (optional)  
Anyone

## Developing a Community Grant Program

### "10 Steps for Setting Up an AWESOME Community Grant Program"

1. Review the Community's Master Plans, Land Use Plans, **Comprehensive Plan and ICIP priorities**.
2. Meet with **Department Heads or key officials and staff** to determine and prioritize needs, projects, and goals.
3. Meet with the **Council of Governments**.
4. Produce and review a list/database of **current grants and past applications** that were applied and/or awarded.
  - Get copies of application and produce a database including all partners in those grants.
  - Determine an average win rate over last five years that you can compete with or measure yourself against.
  - Probably can start with Manager or Grants and Contracts personnel, if one exists.
5. Develop a stellar but boilerplate **introduction** that can be used for any and all grants proposals to explain where you are and who you are.
6. Compile all **general background, contact, and grant information including** all Federal and State tax questions, [DUNS#](#), user names, and passcodes.
7. **Funding Opportunities:** Look at NM [Catalog of Assistance](#) (outdated but some usefulness still), [NM FUNDIT](#), [NM Resource Map](#), other grant finders, and use [Grants.gov](#) and check daily for opportunities and/or customize.
8. Institute a **grant research and management system** [[eCivis.com](#)] or free system with webinars, emails, and free sites
9. **Self-Training and powerpoints** on grantwriting tips: <http://www.slideshare.net/>
10. Intervene other like communities and long-term, successful grantwriters to **steal** what they do, templates and winning applications, success they have had, and funding sources that they pull in that yours doesn't.

**Roll up your sleeves and learn from your mistakes.**

## Finance Development

Overview
LEDA
<b>FUNDIT</b>
New Market Tax Credits
EB-5
NM Credit Enhancement Program
Rural Efficient Business Program
Opportunity Zones

## New Mexico FUNDIT

<https://gonm.biz/>

FUNDIT was created to assist communities in accessing financing from a group of agencies simultaneously. This collaboration saves time and duplication, improves the effectiveness of project review and support, and ensures strategic investments with public resources.

[Download Application](#)  
[Or Complete Application Online](#)

Agencies represented in FUNDIT:

- Capital Outlay Unit, New Mexico Department of Finance & Administration
- Local Government Division, New Mexico Department of Finance & Administration
- New Mexico Councils of Governments/NewMARC
- New Mexico Economic Development Department
- New Mexico Environment Department
- New Mexico Department of Indian Affairs
- New Mexico Finance Authority
- New Mexico Energy, Minerals & Natural Resources Department
- U.S Small Business Administration
- U. S. Department of Agriculture, Rural Development
- New Mexico Mortgage Finance Authority
- New Mexico Department of Transportation

Eligible projects include:

- Business development such as incubators, industrial parks
- Community development such as feasibility studies, comprehensive plans
- Infrastructure development such as capacity increase, update or replace current
- Housing where there are critical shortages
- Downtown revitalization

### **FUNDIT Webinars**

*Explore How the 2020 Census Will Affect Grant Application Data*

**[Watch the recording](#)**

*Exploring USDA's Funding Opportunities*

**[Watch the recording](#)**

*Demystifying the New Markets Tax Credit Program*

**[Watch the recording](#)**

*Exploring the Department of Transportation's Funding*







Community Development > NMEDD FundIt

- Business Resources >
- Community Development >**
- Economic Development >
- Housing >
- Infrastructure >
- Planning >
- Transportation >
- Water >

- Beautification >
- EMNRD - Energy Savings Performance Contracting ⓘ
- NMEDD FundIt ⓘ**
- NMEDD MainStreet Program ⓘ
- Opportunity Zones ⓘ
- Opportunity Zones Technical Assistance ⓘ
- Rural Communities >
- Tourism/Marketing Development >

### NMEDD FundIt

[View website](#)

Communities are able to present their projects to an informal group of Federal and State funding agencies to receive feedback and guidance as to where to go to receive funding for their economic and community development and infrastructure projects.



# New Mexico Resource Map

# GRANT LOCATORS:



May 17, 2019

## Human Environment Digest

Welcome to the Federal Highway Administration (FHWA) Office of Human Environment biweekly email digest. This digest shares the latest information from a range of Federal and non-Federal sources, addressing transportation and its relationship to the human environment. Through this information exchange, FHWA hopes to foster dialogue at all levels and continue to further the state of the practice on these important topics in support of safety; infrastructure, including accelerated project delivery, access to jobs, and community revitalization; technology and design innovation; and accountability, including, data-driven decisions and performance-based planning.

For more information on any of these topics, see the FHWA Related Links on the sidebar.

Click [here](#) to manage your subscriptions.

Email Subscriptions

## GROWING STRONGER ECONOMIES IN OUR NATION'S COAL COMMUNITIES

A Bi-weekly Update from the National Association of Counties and the National Association of Development Organizations

Welcome to the latest issue of "Growing Stronger Economies in Our Nation's Coal Communities." This curated bi-weekly newsletter is a joint resource from the [National Association of Counties \(NACo\)](#) and the [National Association of Development Organizations \(NADO\) Research Foundation](#). NACo and NADO RF are collaborating on a POWER technical assistance grant generously provided by the [U.S. Economic Development Administration's Denver Regional Office](#). This newsletter provides a national perspective on diversification efforts in coal communities, resources and funding opportunities, and upcoming events and trainings to support your work in a variety of areas to improve economic development, infrastructure, and quality of life in your region. It is delivered every other Wednesday.

**Content Wanted!** Have a news story or event that you would like featured in our newsletter? Send an e-mail to Brett Schwartz at [bschwartz@nado.org](mailto:bschwartz@nado.org). We welcome your feedback on content and ideas and encourage you to share this newsletter with your colleagues and partners. Thanks for reading!

[Click here to subscribe](#)

Economic Diversification News

Grant Finders

GRANTS.GOV™  
FIND. APPLY. SUCCEED.™

SEARCH: Grant Opportunities ▾ Enter Keyword

HOME LEARN GRANTS SEARCH GRANTS APPLICANTS GRANTORS SYSTEM-TO-SYSTEM FORMS CONNECT SUPPORT

## Convenience Comes to Federal Grants

Download the Grants.gov Mobile App to search and submit on the go.

Download on the App Store GET IT ON Google Play



THE GRANT PLANT INC.

Who We Are What We Do How We Help

### UPCOMING GRANTS

The following are upcoming grant deadlines available to New Mexico nonprofit organizations. If you'd like to contract with The Grant Plant to apply for an opportunity of interest to your organization, please [contact us](#).

Receive Daily Email Alerts of New Grant Opportunities:

[SIGN UP](#)

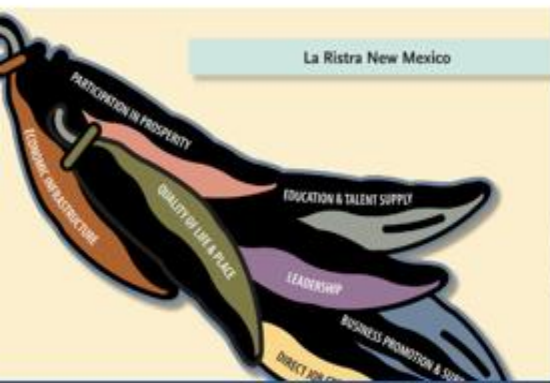
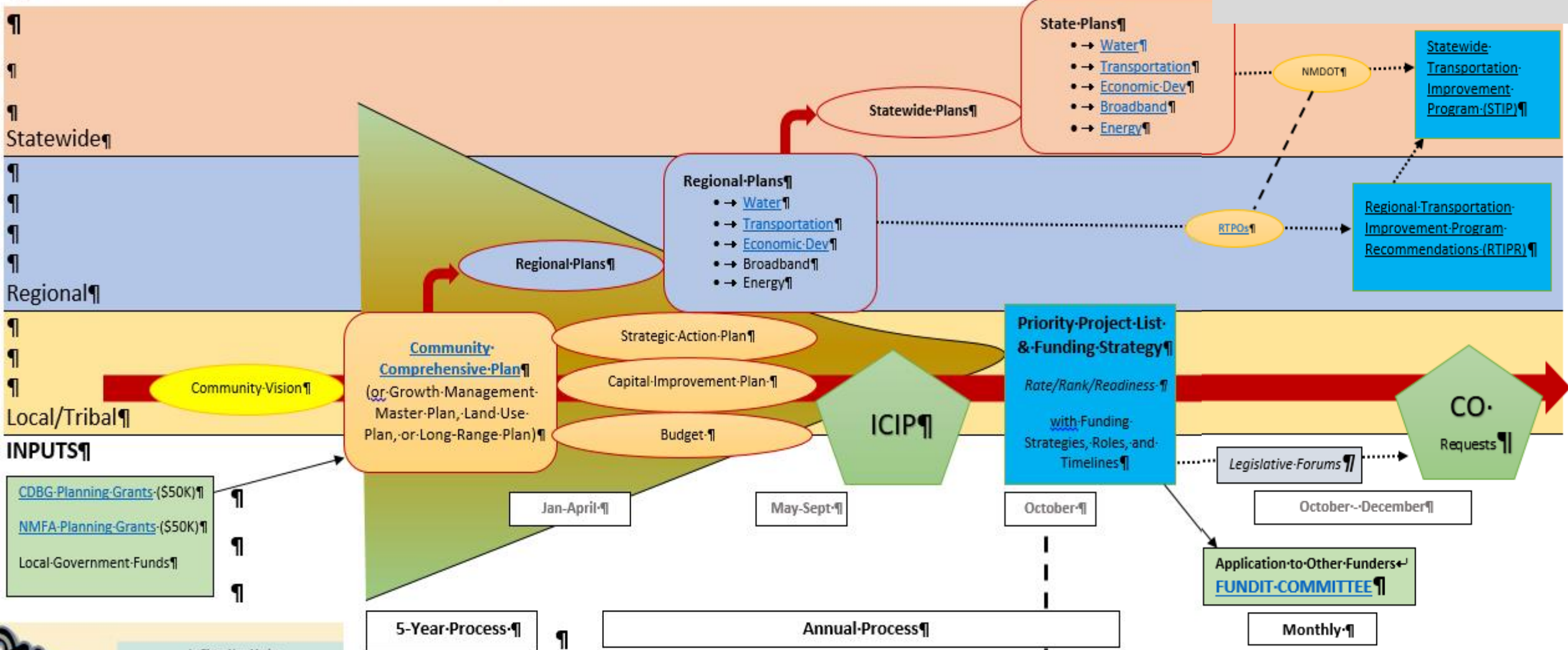
Or [Login](#) if you are already a member.

Please note: This grants calendar is a service provided by The Grant Plant, Inc. The Grant Plant, Inc. is not affiliated with any funders listed on this grants calendar and is not responsible for the application/award process provided by the funders listed therein. While all efforts are made to ensure content is up to date, deadlines, contact information, and application criteria should always be verified at the grantmaker's website.

PAGES: 1 2 3 ... 13 Next »

Deadline	Title	Category
May 22, 2019	U.S. Department of Justice: Implementing the Prison Rape Elimination Act	Criminal/Juvenile Justice

# Planning & Projecteering Systems Map



**PLAN-IT**

(COG are contracted by LGD to support governments through the planning process including CDBG, ICIP, and Regional Planning. With available resources and capacity, several COGs can perform planning services and outcomes directly.)

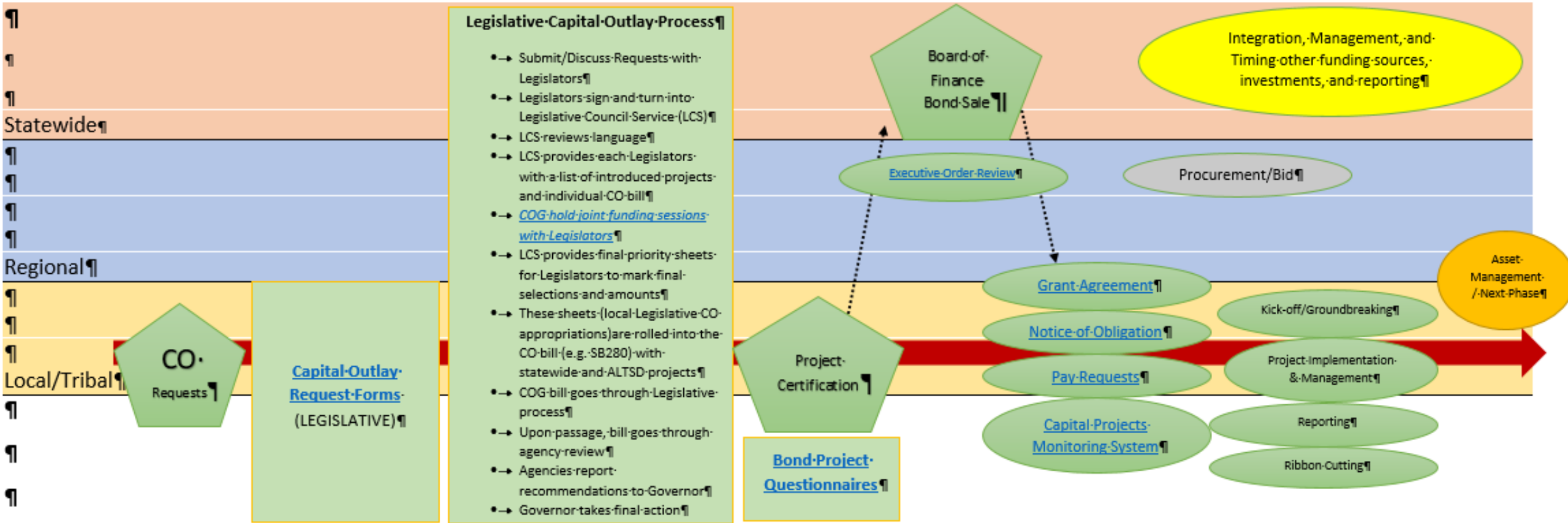
**VET-IT**

(COG is capable of vetting and prioritizing projects through various facilitation methods and scoring criteria, and are masters of available of funding programs and tailoring a funding strategy to each jurisdiction)

**FUNDIT**

(COGs are a valuable teamwork to position projects and applications for success and technical assistance providers in applications. Legislative Forums are done by several COG in a manner and level that works)

# Funding and Project Implementation Systems Map



Jan-April | May | June | July-December

**FUND IT**  
 (COGs are a valuable teamwork to position projects and applications for success and technical assistance providers in applications. Legislative Forums are done by several COG in a manner and level that works)

**BUILD IT**  
 (COG are involved to levels of degree in implementing projects especially planning, design, and readiness/clearance stages on many projects. COGs have project and grant management experience to assist members.)

**REPORT IT**  
 (COG are contracted to serve as alternate fiscal agents and assist in CPMS, pay requests, and all other parts of the implementation and reporting process)

