



Capital Outlay Project Request Process 2025

Legislative Council Service (LCS) Presentation
Department of Finance and Administration, Local Government Division Training
September 12, 2024



Agenda

- Deadlines
- New Search Function
- Submitting Capital Outlay Project Requests Reminders
- Capital Appropriation Reauthorization Requests
- Questions





LCS Capital Outlay Project Request Website:

www.nmlegis.gov/CapitalOutlayWeb

Site opens: Thursday, October 17, 2024

*Deadline to submit capital outlay project
requests online: Friday, December 13, 2024*

New for 2025

Most changes to the capital request process for 2025 are related to moving the deadline up to December 13, 2024.

- Information will be available online and will go to legislative leadership offices as submitted
- New search function will generate a report showing all the project requests submitted by a given entity
- Because the information will be going out early to leadership offices, changes will not be made to submitted projects on the website
- LCS staff will continue to refine language and information for all projects once the information has been pulled from the website and entered in the LCS database

List Requested Projects by Entity

Capital Outlay Project Requests by Receiving Entity

Choose Entity:

Taos County Go

Capital Outlay Project Requests (Results Page)

Web ID	Project Title	Project Description	Requested 2025	Funded to Date	Total Cost	Prior Capital Funding
1280	BLUEBERRY HILL ROAD RPLC	to plan, design, construct and complete a re-pavement of the existing roadway of Blueberry Hill road in El Prado in Taos county	\$2,193,430	\$2,232,849	\$13,200,000	Yes
1455	EL PRADO CMTY CTR REN	to plan, design, construct, renovate, furnish and equip improvements, including roof replacement and accessibility compliance, at the El Prado community center in Taos county	\$195,000	\$5,000	\$200,000	Yes
1286	TAOS CO AFFORDABLE HOUSING PROJECT DESIGN	To plan, design and construct an Affordable Housing Project in Taos county	\$750,000	\$150,000	\$900,000	No

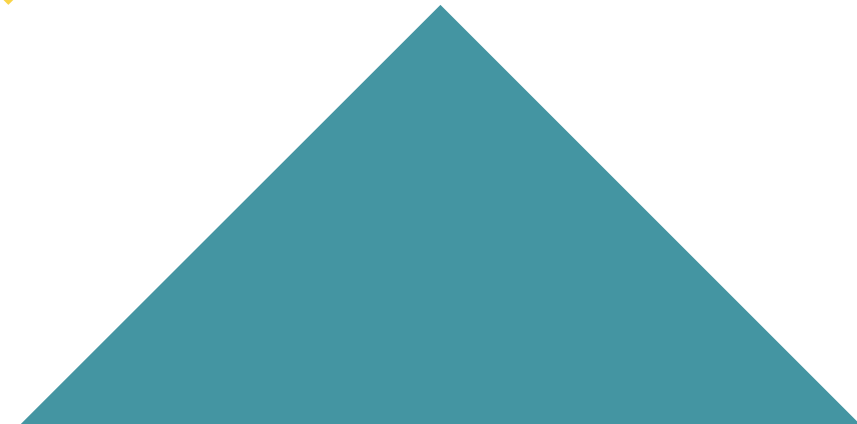
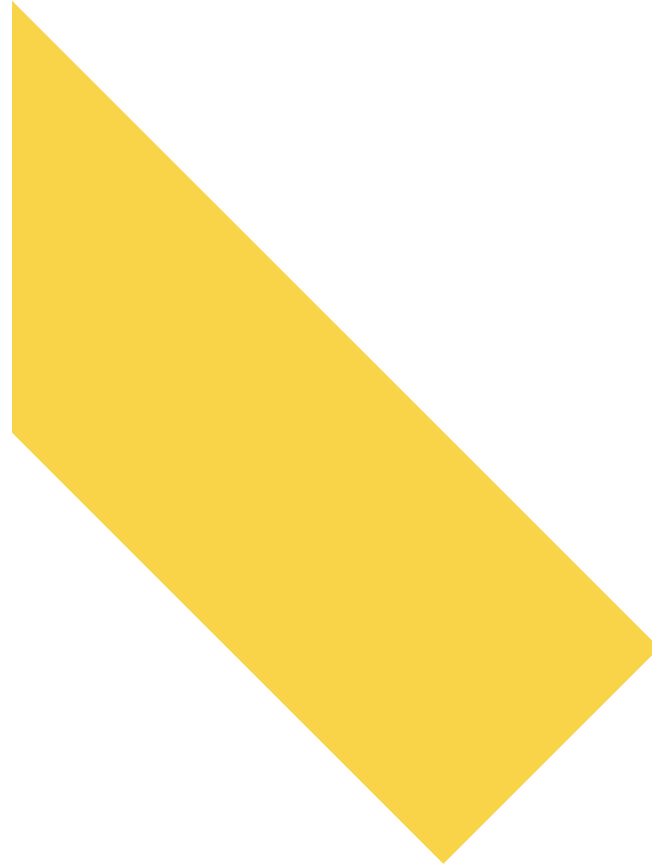
Submitting Requests

Use your LCS Web ID and project title if you apply for funding on the governor's website


Fiscal agent for chapters on the Navajo Nation: please select the chapter name instead of Navajo Nation

Project contact information does not auto-fill from the ICIP project number – be sure to include current project contact information

Project type for title – select the type that best describes your project



Reminders



Titling – the system will generate the beginning and end of your title (requesting entity) (project type for title)


Project titles for roads and schools begin with the road or school name

Check to be sure that your project description matches your title description

Budget – be sure to provide a complete budget breakdown – including funded to date and not yet funded – so that you can generate a total project cost

Use whole round numbers - do not use decimal points, commas, periods or other punctuation

Avoid duplicating project requests



**Email documentation and
requests to delete duplicate
projects to:**
Sheila.Keleher@nmlegis.gov

*Review the information you have provided
for accuracy prior to submitting your
request.*

Capital Project Appropriation Reauthorization Request Process

Request forms are available here:

www.nmlegis.gov/Publications/Capital_Outlay/capital_outlay_reauth_form.pdf

The *deadline* to submit a reauthorization request is *Thursday, February 13, 2025*.

Reauthorization request forms require a sponsor's signature and must be submitted to the LCS office by the deadline.

Bring two copies of the signed reauthorization request form to the LCS office. The forms will be date-stamped, and one copy of the form will be returned to you.

Capital appropriations from previous years may be reauthorized to extend the time of expenditure, change or expand the project purpose or change the administering agency.

Charts for Capital Outlay Projects

Capital Outlay Projects Chart by County with Sponsors

SB275 by County w Sponsor With Governor's Actions

Legislative Council Service
56th Legislature, 2nd Session, 2024

Chap/Section	Project Title	Fund	Amount	Sponsor	WebID	City/Locale	Agency
66/28/ 45	BERN CO URBAN OPEN SPACE & ALLEYWAYS CONSTRUCT	GF	\$200,000	Parajón	912	Bernalillo County	LGD
Project total after vetoes:			\$200,000				
66/28/ 47	BERN CO VETERAN CAMPUS CONSTRUCTION PRCHS	GF	\$100,000	Sariñana	913	Bernalillo County	LGD
			\$100,000	Figueroa			
			\$200,000	Stewart			
Project total after vetoes:			\$400,000				
66/28/ 43	BERN CO SVCS FOR INCARCERATED INDIVIDUALS EQUIP	GF	\$25,000	Hochman-Vigil	916	Bernalillo County	LGD
			\$25,000	Matthews			
Project total after vetoes:			\$50,000				

Thank you



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