# CAPITAL OUTLAY &
# TRIBAL INFRASTRUCTURE FUNDING

NEW MEXICO INDIAN AFFAIRS DEPARTMENT

JULY 16, 2026

# OBJECTIVES

## REVIEW IAD'S PROCESSES AND PROCEDURES TO PROVIDE A UNDERSTANDING OF THE STATE SYSTEMS.

- Indian Affairs Department (IAD) Overview
  - Capital Outlay (CO) Process
  - Tribal Infrastructure Fund (TIF) Process
  - Intergovernmental Agreement (IGA) Overview
  - State Systems: CAPS, PARS, and other resources
  - Training, technical assistance, and available resources
- Department of Finance and Administration (DFA)
- Aging and Long-Term Services Department (ALTSD)

# JOSETT D. MONETTE, ESQ.

## IAD CABINET SECRETARY

- Turtle Mountain Band of Chippewa Indians.
- J.D., with a certificate in Indian Law from the University of New Mexico School of Law, a M.Ed. in Educational Leadership, B.S.Ed. in Secondary Education – Social Sciences and a B.A. in (American) Indian Studies all from the University of North Dakota.
- Licensed Attorney in New Mexico.
- Serving as IAD Cabinet Secretary since December 2023. Started at IAD as General Counsel in March 2023.
- josett.monette@iad.nm.gov
- 505-690-1661

# INDIAN AFFAIRS DEPARTMENT OVERVIEW

- Cabinet-level agency created by statute in 2004 (NMSA 1978, § § 9-21-1 *et seq.).*
- Acts as the coordinating agency for intergovernmental and interagency programs concerning tribal governments and the state.
- 25 full-time employees
- Two divisions:
  - Administrative Services Division
    - Finance
    - CO/TIF
  - Program Services Division
    - Policy and Government Affairs
    - Communications
    - Programs (Tribal Environmental Justice, Behavioral Health & Suicide Prevention, MMIP)
- Annual budget of ~ $5.15M
- Administers over $500M in funding annually

- Annual Events
  - American Indian Day (1st Friday in February)
  - MMIP Awareness Day (May 5th)
  - State Tribal Leaders Summit (dates vary)
  - Suicide Prevention (September)
- Annual Reports
  - Legislative Report (post legislative session)
  - TIF Report (late spring/early summer)
  - State Tribal Leaders Summit Report (post Summit)
  - IAD State Tribal Collaboration Report (July 31st)
  - State Tribal Collaboration Act Compilation Report (fall)

# NATIONS, PUEBLOS, AND TRIBES (NPTS)

**MISSION**

IAD is committed to being a resource by:

- Advocating for tribal interests at state and federal levels through policy and legislative work;
- Supporting tribes with access to resources, technical assistance and funding opportunities;
- Connecting tribes with the executive branch, other tribes and with the tools and resources they need to be self-governing and self-sufficient.

**NPTs IN NEW MEXICO**

Pueblo of Acoma
Pueblo of Cochiti
Fort Sill Apache Tribe
Pueblo of Isleta
Pueblo of Jemez
Jicarilla Apache Nation
Pueblo of Laguna
Mescalero Apache Tribe
Pueblo of Nambé
Navajo Nation
Ohkay Owingeh
Pueblo of Picuris
Pueblo of Pojoaque
Pueblo of Sandia
Pueblo of San Felipe
Pueblo de San Ildefonso
Pueblo of Santa Ana
Pueblo of Santa Clara
Pueblo of Santo Domingo
Pueblo of Taos
Pueblo of Tesuque
Pueblo of Zia
Pueblo of Zuni
Ute Mountain Ute Tribe

IAD also works with and advocates for several tribal entities as well as with American Indians/Alaska Native citizens representing over 300 different tribes who also make New Mexico their home.

# TSONIKI CRAZY BULL

## CO/TIF MANAGER

- Sicangu Lakota & Shoshone Paiute.
- Master’s Degree in Non-Profit Administration from LSU at Shreveport.
- Manages the CO/TIF team at the IAD.
- tsoniki.crazybull@iad.nm.gov
- 505-690-2997

# IAD INFRASTRUCTURE FUNDS

- **Generally, IAD administers two main types of infrastructure funding: Capital Outlay & Tribal Infrastructure Fund.**
  - **Capital Outlay (CO)** is funding authorized by the legislature and the Governor, typically for building, improving, or equipping public-use physical property. Capital Outlay may have Art in Public Places (AIPP) withholdings.
  - **Tribal Infrastructure Fund (TIF)** is competitive funding for federally recognized Nations, Pueblos and Tribes, which is reviewed by the TIF Board.

# ART IN PUBLIC PLACES (AIPP) (NMSA 1978, § § 13-4A-1 *ET SEQ.*)
## ADMINISTERED BY THE NEW MEXICO DEPARTMENT OF CULTURAL AFFAIRS (DCA)

- All agencies must allocate one percent (or $200,000, whichever is less) of the total appropriation for new construction or renovation exceeding $100,000. Project amounts are confirmed by DCA's New Mexico Arts Division and DFA.
- The funds shall be deposited into the Art in Public Places (AIPP) fund after the issuance of the appropriate bonds or release of general funds.
- Auxiliary buildings such as maintenance plants, correctional facilities, warehouses or temporary structures are subject to the one percent funds. These funds are placed in the AIPP Auxiliary Fund and are used to acquire and install artwork in existing public buildings.

  ***Example:*** *J2519 - Chichiltah Chapter Head Start & Daycare Facility Construct $1,200,000.00 (Appropriation) with $12,000.00 (AIPP). Therefore, the full amount available to spend is: $1,188,000.00.*

- DCA Contact: Meredith Doborski, Public Art Program Director, 505-396-0326 or Meredith.Doborski@dca.nm.gov.

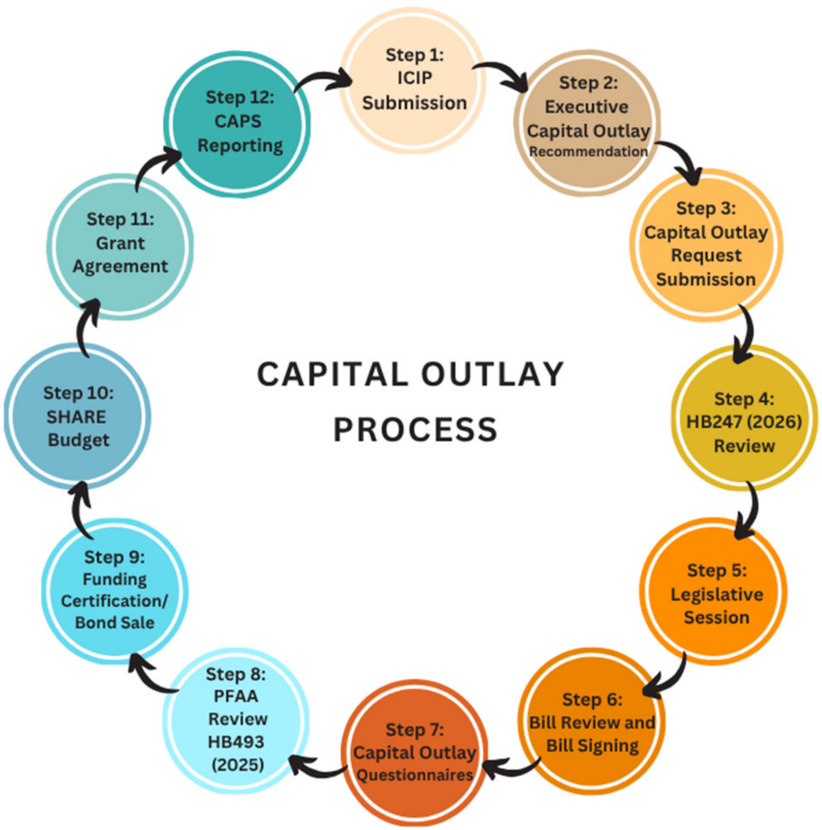
# HOW DO CAPITAL OUTLAY AND TRIBAL INFRASTRUCTURE FUND DIFFER?

| Capital Outlay | Tribal Infrastructure Fund |
|---|---|
| **Who is eligible?**<br>All State Public Entities<br>NPTs in New Mexico | **Who is eligible?**<br>NPTs in New Mexico |
| **Funding Authority:**<br>Legislators<br>Governor | **Funding Authority:**<br>TIF Board |
| **Funding Source:**<br>General Fund<br>Severance Tax Bonds<br>General Obligation Bonds | **Funding Source:**<br>Severance Tax Bonds (4.5%)<br>Reversions (2026) |
| **Application Process:**<br>Lobbying and Legislative Process | **Application Process:**<br>Competitive Application Process |
| **Typical Projects:**<br>Public facilities, roads, purchases, and other capital improvements | **Typical Projects:**<br>Water, wastewater, broadband, roads, and other essential tribal infrastructure *(does not include purchases)* |

# CAPITAL OUTLAY (CO)

# IAD'S BIG PICTURE CO PROCESS

1. Project added to the Infrastructure Capital Improvement Plan (ICIP)
2. Tribal Leaders advocate for project (*through Legislators and/or the Governor*)
3. CO Bill signed by Governor
4. IAD sends Award Letters to NPTs
5. NPTs complete questionnaires in CAPS
6. IAD works with DFA to set up project budgets
7. Intergovernmental Grant Agreement (IGA)
8. Notice of Obligation (NOO)
9. Request for Payment (RFP)
10. Closeout letter

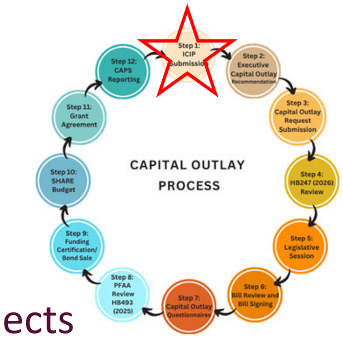



# CO

## SUPPORTING TRIBAL RESILIENCE THROUGH STATE INVESTMENT

- In 2006, New Mexico enacted the Indian Capital Outlay Act (NMSA 1978, §§ 6-28-1 *et seq*.), authorizing the state to provide financial assistance for capital projects benefiting residents within Indian country.
- Overall, New Mexico's CO funding comes from three primary sources:
  - Nonrecurring General Fund revenue (GF)
  - Severance Tax Bonds (STB)
  - General Obligation Bonds (GOB)

# STEP 1: ICIP SUBMISSION

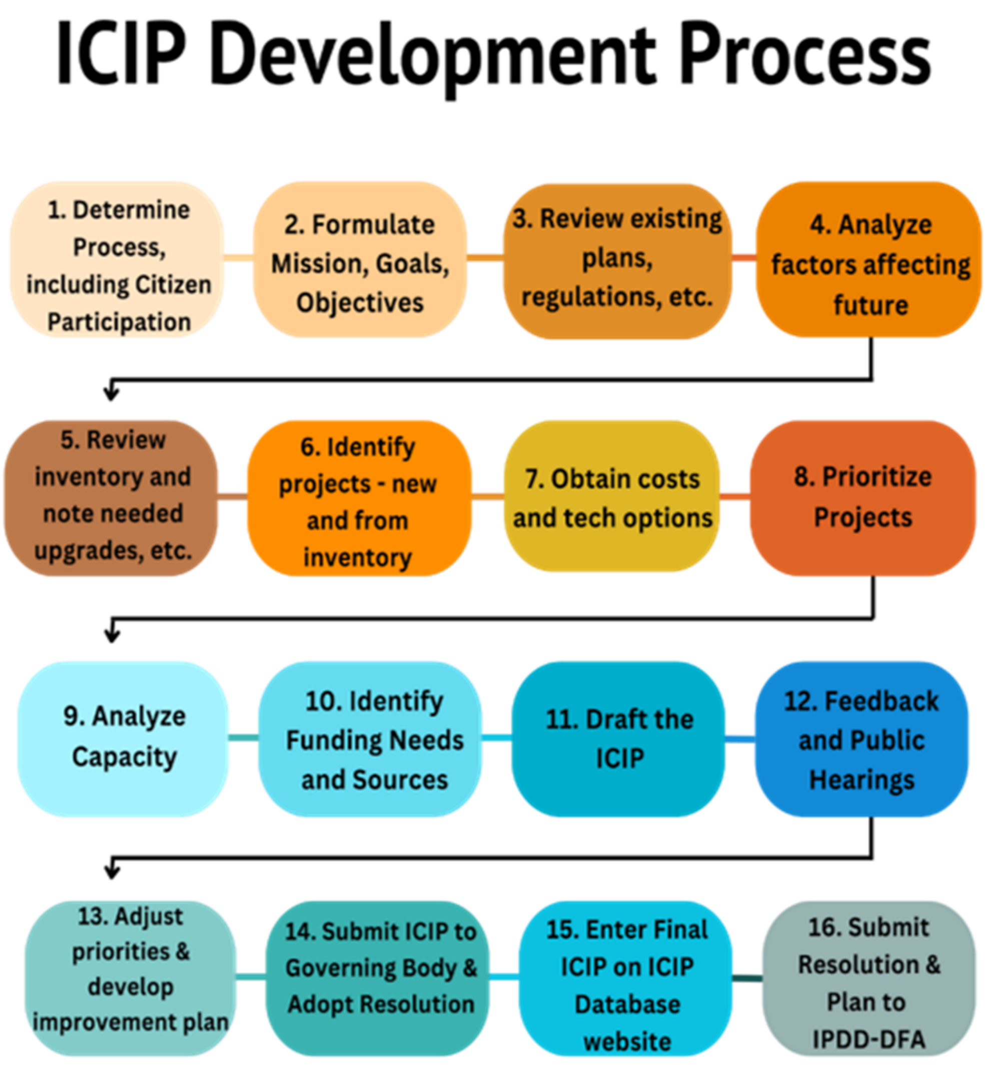



## INFRASTRUCTURE CAPITAL IMPROVEMENT PLAN (ICIP)

- Planning tool that sets funding and planning priorities for future infrastructure projects
- Administered through DFA's Infrastructure Planning and Development Division (IPDD)
- Five-year planning tool
- NPTs are encouraged to update annually and submit to the State
- ICIP is not a funding source. Rather, it includes information in each project for state and federal funding opportunities.
- FY28-32 ICIP submission deadline was July 1, 2026
  - Written approval of ICIP by governing body – Tribal Council Resolution
  - The Amendment deadline is Sunday, **November 1, 2026**
- Final Publication is Friday, **November 13, 2026**


# ICIP DEVELOPMENT PROCESS

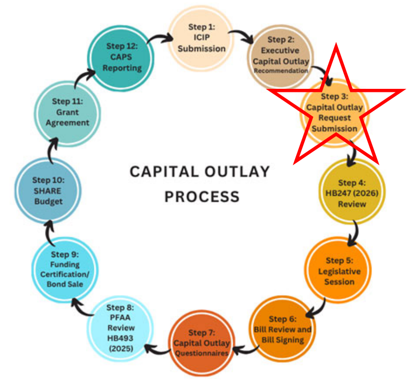
16 steps that guide communities from identifying infrastructure needs to formally adopting and submitting their plans



# STEP 2: EXECUTIVE CO RECOMMENDATIONS


- The Governor’s Office sends a guidance letter regarding the process for submitting CO funding requests for the Governor’s consideration during the next legislative session. (This often occurs during late fall/early winter).
- NPTs (and other entities) submit CO requests through the Governor’s portal.

# STEP 3: CO REQUEST SUBMISSION




- NPTs (and other entities) also submit CO requests through the Legislative Council Service (LCS) portal.
  - The Nation overall and the individual chapters can submit requests through the Portal.
- The requests describe the project, anticipated funding needs, and community benefits.
- LCS and Governor's Office submissions have different deadlines.
  - Entities must monitor both processes and submit early.

**REMINDER:** Contact your state representatives to advocate for your infrastructure needs.

# STEP 4: HOUSE BILL 247 (2026) REVIEW

## CO EXPENDITURES, LIMITATIONS ON REAUTHORIZATIONS, REVERSIONS TO TIF

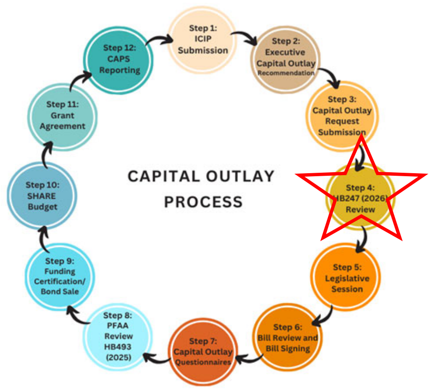
**Reauthorizations and Reappropriations**

- A project may only be reauthorized or reappropriated if ten percent (10%) of the money is encumbered by January 1 of the year it is set to revert.
  - The project may only be reauthorized or reappropriated 1 time and for no more than 2 years.
- A project may be reauthorized or reappropriated for a technical change but may not be altered to change the project's original purpose.

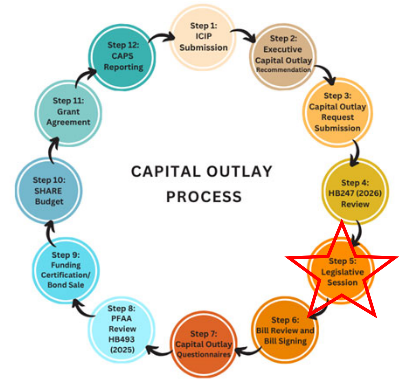
**Authorizations and Appropriations**

- Project requests for $100,000 or more must be on the ICIP.
- DFA shall freeze accounts for all projects that have no encumbrance or expenditure by January 1 of the fiscal year they are set to revert. Any encumbrance after that date will be invalid.
  - The balances of those accounts, as determined by DFA, will be available for authorization or appropriation in that fiscal year for other purposes.

***<u>Effective Date: the changes will apply to capital appropriations made on or after January 1, 2027.</u>***

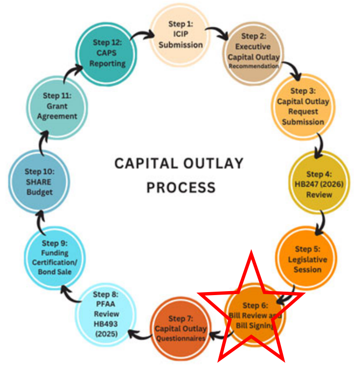


# STEP 5: LEGISLATIVE SESSION

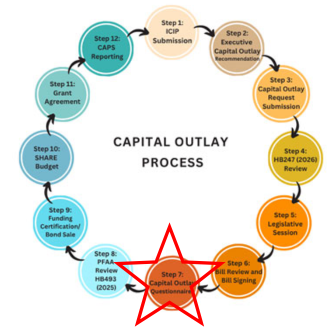



- New Mexico's legislative session begins in January.
  - Thirty (30) days in even-numbered years (2026, 2028, 2030, etc.).
  - Sixty (60) days in odd-numbered years (2027, 2029, 2031, etc.).
- The legislature creates the CO bill.
  - Often introduced by a senator one year and a house representative the next.
  - The CO Bill is its own bill separate from the General Appropriations Act (which is generally House Bill 2).

# STEP 6: CAPITAL OUTLAY BILL REVIEW AND SIGNING




- The CO bill moves through the legislative process and passes through both chambers before heading to the Governor's desk.
- The Governor signs the CO Bill into law. The Governor may line-item veto projects.
- IAD sends an award letter to Tribal leadership identifying the awarded project(s), appropriation amount(s), and next steps.
  - ***Receipt of an award letter does not authorize spending. Rather, it begins the project setup process and informs the entities of awarded projects.***



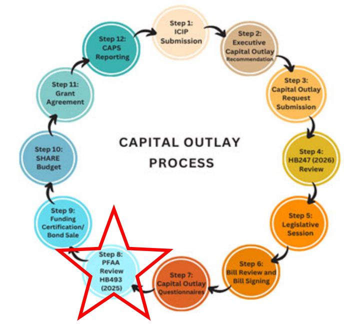

# STEP 7: CO QUESTIONNAIRES

**The CO questionnaire verifies that the project is ready to move forward, allowing the state to establish the project for funding. Completing the questionnaire accurately and timely helps prevent delays in budget setup, bond certification, and executing the intergovernmental agreement (IGA).**

- Complete the questionnaire in CAPS for *every individual* CO project with current information regarding project readiness, budget, timeline, ownership, and intended use of funds.
- If your project is not yet ready, you may select "Not Ready" within the questionnaire. This allows you additional time to complete planning, secure funding, or prepare the project before moving forward.
- Projects funded through General Fund (GF) and Severance Tax Bond (STB) both require completion of the questionnaire.

**REMINDER:** An award letter does not authorize spending. You must successfully complete the questionnaire for each project and continue through the remaining process before funds become available.

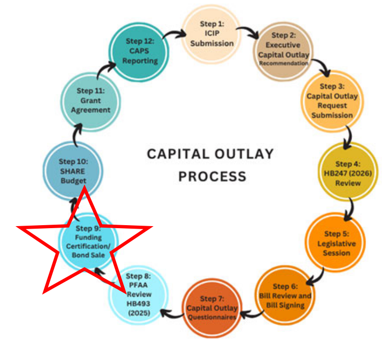
# STEP 8: PFAA REVIEW, HB493 (2025)




## PUBLIC FINANCE ACCOUNTABILITY ACT (PFAA), NMSA 1978, § § 6-3B-1 *ET SEQ.*

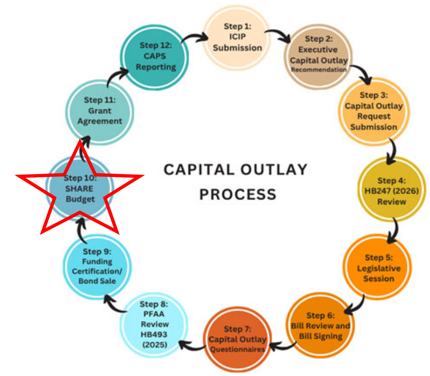
- The purpose is to hold entities accountable and to ensure responsible use of state funds.
- This act replaces Executive Order 2013-006 established uniform funding criteria and grant management oversight requirements for state CO appropriations.
- Public Finance Accountability Act (PFAA) replaces former EO 2013-006, with some changes.
  - EO 2013-006 required an annual audit from the most recently concluded fiscal year. PFAA now requires an audit from **one of the past two fiscal years**.
  - State should now provide support to grantees when deficiencies are present.
  - A fiscal agent is **only** required if the grantee's audits have significant deficiencies for more than two consecutive fiscal years *or* if the audit is not from either of the two immediate past fiscal years.
  - The grantee may now appeal the agency's decision to require a fiscal agent.

# STEP 9: FUNDING CERTIFICATION/BOND SALE



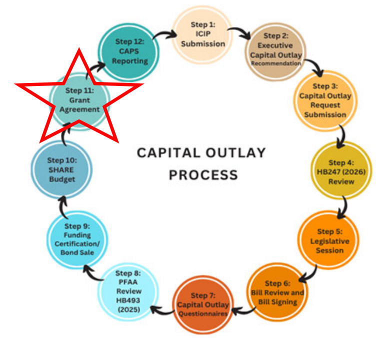

- Before STB funds become available, entities must successfully complete the required questionnaire and funding certification process.
  - Completing the questionnaire and certification confirms to the state that the project is ready to receive bond funding once bonds are issued by the State Board of Finance.
  - STB-funded projects must complete all required questionnaires before bond proceeds can be released.
  - If your project is not ready, you may indicate this during the questionnaire process and continue preparing for a future funding opportunity.
  - Entities may have multiple opportunities to complete the questionnaire before project funds revert.

# STEP 10: SHARE BUDGET




- Once all required approvals are complete, the project budget is established in SHARE, the state's financial system. This allows IAD to begin preparing the IGA.
  - IAD Finance staff works with DFA to establish the project budget in SHARE.
    - As stated on previous slide, entities must complete all required questionnaire and funding requirements before IAD can establish budget for the project.
  - Once the budget is established, the project can move forward to the Intergovernmental Grant Agreement (IGA) process.

# STEP 11: GRANT AGREEMENT (IGA)




- Legislative CO bill reviewed for IAD Projects
- IAD reviews awarded projects (After CO Bill is signed by the Governor)
- Award letters issued (Within a month of the CO Bill being signed)
- IGA template updated by General Counsel & DFA.
- Approved Template Received
- IGA Initiated in PARS
- PARS Notifies Tribal Leadership
- NPT completes budget table.
- Tribal Leadership signs IGA.
- PARS notifies IAD of NPT signature and budget.
- IAD budget table completed
- IAD General Counsel Approval (1-2 weeks)
- IAD Secretary Approval (1-2 weeks)
- IGA Fully Executed

# INTERGOVERNMENTAL GRANT AGREEMENT (IGA) ARTICLES (FY27)

**I.** PROJECT DESCRIPTION, GRANT AMOUNT, AND REVERSION DATE

**II.** TERM OF AGREEMENT

**III.** EARLY TERMINATION

**IV.** LIMITATION ON DEPARTMENT'S OBLIGATION TO MAKE DISBURSEMENT TO GRANTEE

**V.** SUSPENSION OF NEW OR FURTHER OBLIGATIONS

**VI.** REQUEST FOR PAYMENT (RFP) PROCEDURES AND DEADLINES

**VII.** REPORTS

**VIII.** PROJECT CONDITIONS AND RESTRICTIONS; REPRESENTATIONS AND WARRANTIES

**IX.** STRICT ACCOUNTABILITY OF RECEIPTS AND DISBURSEMENTS; PROJECT RECORDS

**X.** IMPROPERLY REIMBURSED FUNDS

**XI,** LIABILITY

**XII.** AMENDMENT

**XIII.** REQUIRED NON-APPROPRIATIONS CLAUSE IN CONTRACTS FUNDED IN WHOLE OR PART BY FUNDS MADE AVAILABLE UNDER THIS AGREEMENT

**XIV.** REQUIRED TERMINATION CLAUSE IN CONTRACTS FUNDED IN WHOLE OR PART BY FUNDS MADE AVAILABLE UNDER THIS AGREEMENT

**XV.** FORCE LABOR ACCOUNTS

**XVI.** COMPLIANCE WITH UNIFORM FUNDING CRITERIA

**XVII.** BOND PROJECT CLAUSES [IF APPLICABLE]

**XVIII.** SOVEREIGN IMMUNITY

**XIX.** NOTICE PROVISIONS AND GRANTEE AND DEPARTMENT DESIGNATED REPRESENTATIVES

**XX.** SCOPE OF AGREEMENT

DFA → IPDD → Grant Agreement Templates:
https://www.nmdfa.state.nm.us/infrastructure-planning-and-development-division/

# IGA EXHIBITS AND ATTACHMENTS

- **Exhibit 1.** Request for Payment Form and Final Certification (RFP)
- **Exhibit 2.** Notice of Obligation Form (NOO)
- **Attachment A.** Project Budget
- **Attachment B.** Project or Entity Special Conditions

# EXHIBIT 1

**STATE OF NEW MEXICO**
**GRANT APPROPRIATION**
**Request for Payment Form**
**Exhibit 1**

**I. Grantee Information**

A. Grantee:
B. Address:
(Complete Mailing, including Suite, if applicable)

City, State, Zip
C. Contact Name/Phone #:
D. Grant No:
E. Project Title:
F. Grant Expiration Date:

**II. Payment Computation**

A.
B. Grant Amount:
C. AIPP Amount *(If Applicable)*:
D. Funds Requested to Date:
E. Amount Requested this Payment:
F. Reversion Amount *(If Applicable)*:
G. Grant Balance:
H. Final Request for Payment *(If Applicable)*

**III.** Fiscal Year:
*(The State of NM Fiscal Year is July 1, 20XX through June 30, 20XX of the following year )*

**IV.** ☐ **Reporting Certification:** I hereby certify to the best of my knowledge and belief, that reporting is up to date; to include the accuracy of expenditures and grant balance, project status, project phase, achievements and milestones; and in compliance with the Grant Agreement.

**V.** ☐ **Compliance Certification:** Under penalty of law, I hereby certify to the best of my knowledge and belief, the above information is correct; expenditures are properly documented, and are valid expenditures or actual receipts; and that the grant activity is in full compliance with Article IX, Sec. 14 of the New Mexico Constitution known as the "anti donation" clause.

(Make sure information is complete & accurate) Payment Request No.

**Grantee Fiscal Officer** or **Fiscal Agent** (*if applicable*)
Printed Name
Date:

**Grantee Representative**
Printed Name
Date:

**(State Agency Use Only)**

Vendor Code: Fund No.: PO # Loc No.:

I certify that the State Agency financial and vendor file information agree with the above submitted information.

Division Fiscal Officer Date
Division Project Manager Date

# EXHIBIT 2

**NOTICE OF OBLIGATION TO REIMBURSE GRANTEE**
**EXHIBIT 2**

**Notice of Obligation to Reimburse Grantee #**

DATE:

TO: Department Representative: , Project Manager

FROM: Grantee Entity:
Grantee Official Representative:

SUBJECT: Notice of Obligation to Reimburse Grantee
Grant Number:
Grant Termination Date:

As the designated representative of the Department for Grant Agreement number ________________ entered into between Grantee and the Department, I certify that the Grantee has submitted to the Department the following third party obligation executed, in writing, by the third party's authorized representative:

Vendor or Contractor:
Third Party Obligation Amount:

Vendor or Contractor:
Third Party Obligation Amount:

I certify that the State is issuing this Notice of Obligation to Reimburse Grantee for permissible purposes within the scope of the project description, subject to all the terms and conditions of the above referenced Grant Agreement.
Grant Amount (Minus AIPP if applicable):
The Amount of this Notice of Obligation:
The Total Amount of all Previously Issued Notices of Obligation:
The Total Amount of all Notices of Obligation to Date:

*Note: Contract amounts may exceed the total grant amount, but the invoices paid by the grant will not exceed the grant amount.*
Department Rep. Approver:
Title:
Signature:
Date:

1 Administrative and/or Indirect Cost – generally, the legislation authorizing the issuance of bonds prohibits the use of its proceeds for indirect expenses (e.g. penalty fees or damages other than pay for work performed, attorney fees, and administrative fees). Such use of bond proceeds shall not be allowed unless specifically authorized by statute.

## ATTACHMENT A

**NEW MEXICO INDIAN AFFAIRS DEPARTMENT**
**ATTACHMENT A**

☐ **Tribal Infrastructure Fund** ☐ **Capital Outlay**

**PROJECT BUDGET**

| | | | |
|---|---|---|---|
| DATE: | | PROJECT #: IGA# 609- | |
| NAME OF GRANTEE: | | | |
| **CLASSIFICATION** | **PROJECT AWARD** | **OTHER FUNDS** | **TOTAL** |
| Administrative Expenses | Ineligible | | $ 0.00 |
| Easements and Right of Way | | | $ 0.00 |
| Acquisition | | | $ 0.00 |
| Archaeological Studies | | | $ 0.00 |
| Environmental Studies | | | $ 0.00 |
| Planning | | | $ 0.00 |
| Design (Engr./Arch. | | | $ 0.00 |
| Construction | | | $ 0.00 |
| Furnish/Equip/Vehicles | | | $ 0.00 |
| Other Professional Service Fees-Identify | | | $ 0.00 |
| Contingencies | | | $ 0.00 |
| **TOTAL:** | $ 0.00 | $ 0.00 | $ 0.00 |
| Identify Sources of Other Funds (Include matching requirements): | | | |
| Are the other funds committed? (Yes/No) | No | Name and title of the person that prepared the form? | |
| If not, when do you expect commitment? | | Email: | |
| | | Phone No: | |
| Project Contact Information | | Alternate Project Contact Information | |
| Name and title: | | Name and title: | |
| Email: | | Email: | |
| Phone No: | | Phone No: | |

## ATTACHMENT B

**OPTIONAL ATTACHMENT B**
**SPECIAL CONDITIONS**

The capital outlay oversight requires grantees' accounting methods and procedures, including their internal control framework, to be scrutinized, so as to safeguard State capital outlay appropriations and assets acquired with such appropriations.

This Capital Outlay Special Grant Condition(s) **Attachment B** is necessary pursuant to § 6-3b-1 et seq., NMSA 1978 (Public Finance Accountability Act) and MAPS Fin 9.2, due to the Grantees' material weaknesses, significant deficiencies, or findings that raised concerns as to the ability to expend grant funds in accordance with applicable law in the organization's FY[20XX] audit. The Special Conditions identified below apply to the authorized agent, [insert the Grantee or Fiscal Agent name].

**Procurement -** All purchases or contracts the Grantee enters that shall use funding from the Department capital appropriations grant must be approved by the Department prior to the initiation of implementing purchasing documents. The Grantee shall receive such prior approval via official correspondence from the Department, which may be through letter or email. The Grantee shall submit the following to the Department in pursuit of prior approval: purchasing policies and procedures, CFO certification, documentation of management and program approval, policies and procedures governing purchasing and contracting, a copy of the current procurement and contracting policies, and documentation regarding informing staff responsible for purchasing and contracting on such policies and procedures.

**Budget -** Provide documentation of approval of your current budget from DFA Local Government or other authoritative agency. Provide policies and procedures on who is responsible for and how annual budgets (expenditures and revenue) are established, monitored and adjusted. Provide a corrective action plan on how budget issues identified in your audit will be/have been addressed. Also include documentation on how staff responsible for budgeting is informed on budget policies and procedures.

**Capital Assets -** Provide a complete list of inventory including inventory control numbers and current location. Provide policies and procedures on capital assets and inventory and specify how the proposed purchased items will be included, tagged, and tracked in capital asset inventory. Also include documentation on how staff responsible for capital assets is informed on capital asset policies and procedures.

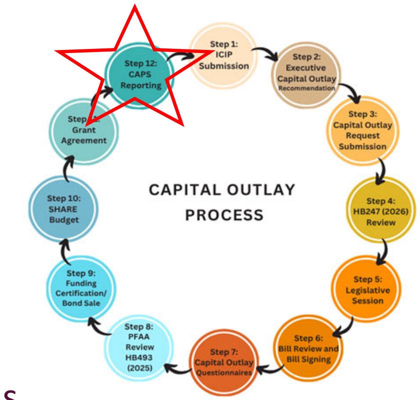
**Travel and Per Diem -** Provide policies and procedures on travel and per diem. Also include how staff who travel and those responsible for travel reimbursement are informed on travel and per diem policies and procedures.

**Timely Audits –** Provide policies and procedures on annual audits. Provide documentation on how and who is responsible for insuring that annual audits are completed timely. Also include documentation on how staff responsible for the annual audit is informed on audit policies and procedures.

**Cash Management –** policies and procedures on cash management of federal funds. Provide procedures used to draw and disburse federal funds. Provide procedures to reconcile draw amounts, deposits and disbursements; and to prepare federal cash reporting documents to ensure compliance with federal regulations.

The <Grantee> was required to, and has provided sufficient documentation regarding [insert specific names of the Special Condition(s)], as referenced in the <Grantee>'s [20XX] Audit file. Therefore, the criteria to enter into this agreement have been met.

# STEP 12: CAPS REPORTING – QUARTERLY AND FINAL




## QUARTERLY REPORTS

- Quarterly Reports are required for all Capital Outlay (CO) and Tribal Infrastructure Fund (TIF) projects throughout the life of the project. These reports help IAD monitor project progress, ensure compliance with the Grant Agreement, and identify any issues that may require technical assistance. These reports can also be viewed by other state agencies, elected officials, and staff.

### REPORTING PERIODS

- Quarter 1: July 1 – September 30
- Quarter 2: October 1 – December 31
- Quarter 3: January 1 – March 31
- Quarter 4: April 1 – June 30

### EACH QUARTERLY REPORT SHOULD INCLUDE:

- Current project status
- Work completed during the reporting period
- Project expenditures
- Challenges or delays
- Upcoming activities or milestones
- Photos are encouraged

# REPORTING – QUARTERLY AND FINAL CONTINUED

## FINAL REPORT

**A Final Report is required once the project has been completed and all grant funds have been expended.**

- The Final Report should include:
  - Summary of work completed.
  - Final project outcomes.
  - Photos of the completed project, when applicable.
  - Any remaining documentation required by IAD.

## REPORTING SUBMISSION

**All Quarterly and Final Reports must be submitted through CAPS.**

- When submitting your report:
  - Complete all required reporting fields.
  - Upload all required supporting documentation.
  - Include project photos, if possible.
  - Submit no later than midnight on the last day of the quarter, reports submitted after the deadline will create a new report for the next quarter.

# CO PROJECT TIMELINES

- **Planning and Purchases**:
  - Completed by June 30 of the fiscal year two (2) years following the year the funds were appropriated.

  For example: FY27 projects will expire June 30, 2028.

- **Design and Construction**:
  - Completed by June 30 of the fiscal year four (4) years following the year the funds were appropriated.

  For example: FY27 projects will expire June 30, 2030.

# IMPORTANT CONSIDERATIONS

## CO REAUTHORIZATIONS

- A reauthorization is a legislative action that allows an existing CO Project to continue or be modified when statutory requirements are met.
- A CO Reauthorization Bill will go through the legislative process and be signed by the Governor.
  - Key Requirements effective for projects appropriated on or after January 1, 2027 (House Bill 247):
    - Project must have at least 10% if the original appropriation encumbered by January 1 of the reversion year.
    - A project may only be authorized one time for up to two years.
  - Technical Changes
    - A project may be reauthorized to make a technical change.
    - Technical changes may not alter after the original purpose of the project.

# IMPORTANT CONSIDERATIONS

## IGAS DIFFERENCES PER YEAR

| Award Year | Requirements |
|---|---|
| 2023 Awards (FY24 IGA) | Budget Form and Scope of Work (SOW) |
| 2024 Awards (FY25 IGA) | Budget Form and Scope of Work (SOW) |
| 2025 Awards (FY26 IGA) | Budget Form |
| 2026 Awards (FY27 IGA) | Budget completed through PARS, plus digital signature |

**FY27 Enhancements:**

- PARS notifies Tribal Leaders that IGA's are uploaded into PARS and available to digitally sign IGAs.
- Fully executed IGA's are available to download on PARS after all signatures are obtained.

# TIF IGA

- TIF IGAs are nearly identical to CO IGAs.
- The key difference between the CO and TIF IGAs is the recitals, which cite the funding source for the project.
- Please refer to the CO IGA slides in this presentation.

## TIF

**RECITALS**

**WHEREAS,** the Department is an Executive Department of the State of New Mexico and is established pursuant to NMSA 1978, §§ 9-21-1 *et seq.*; and

**WHEREAS,** the Department of Finance and Administration (DFA) is an Executive Department of the State of New Mexico and is established pursuant to NMSA 1978, §9-6-1 *et seq.;* and

**WHEREAS,** the Grantee is an Indian nation, tribe, or pueblo, or is a subdivision of an Indian nation, tribe or pueblo that has authority pursuant to the law of that Indian nation to enter into this Agreement; and

**WHEREAS,** the Tribal Infrastructure Act (Act), NMSA 1978, §§ 6-29-1 *et seq.*, created the Tribal Infrastructure Project Fund (TIF), NMSA 1978, § 6-29-7, which is to be administered by DFA; and

**WHEREAS,** pursuant to a Memorandum of Understanding (MOU) between IAD and DFA, IAD has administrative responsibility for each TIF Project, which enables the transfer of funds from DFA to IAD for the Projects; and

**WHEREAS,** the Act also created the Tribal Infrastructure Board (Board), NMSA 1978, § 6-29-4(A), which is administratively attached to IAD; and

**WHEREAS,** additionally under the Act, the Board authorizes funding for qualified projects, NMSA 1978, § 6-29-5(C); and

**WHEREAS,** pursuant to the Severance Tax Bonding Act (STB Act) NMSA 1978, § 7-27-10.1 (D)(2), the State Board of Finance (SBOF) shall allocate four and a half percent (4.5%) of the estimated bonding capacity for the Fiscal Year for tribal infrastructure projects, and the legislature authorizes the SBOF to issue severance tax bonds in the annually allocated amount for use by the Board to fund TIF Projects. The Board shall certify to the SBOF the need for issuance of bonds for tribal infrastructure projects. Proceeds from the sale of the bonds are appropriated to the Project Fund for the purposes certified by the Board to the SBOF; and

**WHEREAS,** in connection with the Fiscal Year 202X severance tax bond issuance, the Board certified to the SBOF the amount of [TYPE OUT AMOUNT] ($XX,XXX.XX) for tribal infrastructure projects "FY 202X Appropriation"; and

**WHEREAS,** upon review and consideration, the Board determined that funding the [PROJECT NAME] (Project) is an appropriate and effective use of the FY 202X Appropriation; and

**WHEREAS,** the Department has authority to enter into grant agreements with Grantee pursuant to NMSA 1978, § 9-21-7(C)(2); and

**WHEREAS,** the Department is granting to Grantee, and the Grantee is accepting the grant of, funds from this appropriation, in accordance with the terms and conditions of this Agreement;

**NOW,THEREFORE,** in consideration of the mutual covenants and obligations contained herein, the Parties hereby mutually agree as follows:

## CO

**STATE OF NEW MEXICO**
**INDIAN AFFAIRS DEPARTMENT**
**INTERGOVERNMENTAL GRANT AGREEMENT**
**FUND 93100 CAPITAL APPROPRIATION PROJECT**

**THIS AGREEMENT** is made and entered into by and between the **New Mexico Indian Affairs Department**, hereinafter called the "Department," located at the Wendell Chino Building, 1220 S. St. Francis Dr., Santa Fe, NM 87505, and the [**Grantee Name**], hereinafter called the "Grantee," collectively referred to as the "Parties."

**RECITALS**

**WHEREAS**, pursuant to NMSA 1978, § 9-21-7(C)(2), the Department may enter into agreements, such as this Agreement, and may contract with tribal governments to provide services and facilities for promoting the welfare of Indian people in New Mexico; and

**WHEREAS,** the Grantee is an Indian nation, tribe or pueblo, or is a subdivision of an Indian nation, tribe or pueblo that has authority pursuant to the law of that Indian nation to enter into this agreement; and

**WHEREAS**, in the Laws of 202X, Chapter XX, Section XX, Item XX, the Legislature made an appropriation to the Department, funds from which the Department is making available to the Grantee pursuant to this Agreement; and

**WHEREAS**, the Department is granting to Grantee, and the Grantee is accepting the grant of funds from this appropriation in accordance with the terms and conditions of this Agreement; and

**WHEREAS,** pursuant to the Laws 202X, Chapter XX, Section XX, Item XX, [TYPE OUT AMOUNT] ($XXX,XXX.XX) [APPROPRIATION DESCRIPTION]; and

**NOW, THEREFORE,** in consideration of the mutual covenants and obligations contained herein, the Parties hereby mutually agree as follows:

# TRIBAL INFRASTRUCTURE FUND (TIF)

# BIG PICTURE TIF PROCESS

1. Project Included in ICIP
2. Submit TIF Application
3. IAD Check for Eligibility
4. TIF Review Committee (TRC) Review & Scoring
5. Award Approved by TIF Board
6. Award Letter
7. Budget
8. IGA
9. NOO
10. RFP
11. Closeout Letter

# TIF

## NMSA 1978, § § 6-29-1 *ET SEQ.*

- In 2005, New Mexico enacted the Tribal Infrastructure Act (Act) (NMSA 1978, §§ 6-29-1 *et seq.*), recognizing that many of New Mexico's tribal communities lack basic infrastructure, such as water and wastewater systems, roads, and electrical power lines.
- The Act's purpose is to ensure adequate financial resources for infrastructure development in tribal communities, provide for the planning and development of infrastructure in an efficient and cost-effective manner, and develop infrastructure in tribal communities to improve the quality of life and encourage economic development.
- IAD administers TIF Funds pursuant to the TIF Guidelines and Procedures, which can be found on IAD's website under Funding → Tribal Infrastructure Fund → TIF Guidelines.
  - TIF Board Meeting Information is available on IAD's website.

# TIF

- TIF funding is available for federally recognized NPTs located wholly or partially in New Mexico or any of its governmental entities or subdivisions (NMSA § 6-29-3(G)).
- Each year, a Notice of Funding Announcement (NOFA) is placed on IAD's website and social media, and via email, notifying all interested parties of monies available.
- As TIF is a competitive process, interested parties will access the TIF Application Portal to submit their application.
  - Projects must be in the entity's ICIP.
    - However, ICIP priority number does not impact your TIF application.
  - For instructions on submitting funding applications via the TIF Portal, please refer to the TIF Portal User Guide located on the IAD website.
- *An NPT may request up to 15% of the total annual TIF allocation for each project. However, the TIF Board has authority to 15% cap as stated in the TIF Guidelines.*
- The TIF Review Committee reviews, scores, and recommends awards to the TIF Board.

# TIF PROCESS AND IAD TIMELINES

TIF Portal Opens for Applications (30 Days)

TIF Portal Closes

IAD Staff review for eligibility (4-6 weeks)

TIF Review Committee (TRC) application review (at least one month)

TIF Board presentations

Award Letter Issued

IGA Template Updated (by July 1)

Approved IGA initiated in PARS (1-2 weeks)

PARS notifies Tribal Leadership for IGA signature (1-2 weeks)

Budget Completed & IGA Signed (1-2 weeks)

IAD Budget Review

General Counsel Review (Up to 2 weeks)

Secretary Approval (Up to 2 weeks)

# TIF PROJECT LIFE CYCLE

- IGA Fully Executed
- NPT Submits NOO
- NPTS

  Submits RFP Packet to IAD AP & CO/TIF Administrator
- IAD Reviews and Approves RFP
- NPT Submits Quarterly and Final Reports
- *Project Closeout

  *Entity informs IAD

  *IAD sends close out letter

# CHECKLIST FOR TIF APPLICATION

- **Before submitting a TIF application:**
  - ❑ Review the TIF Guidelines.
  - ❑ Ensure the project is listed in the ICIP.
  - ❑ Develop a clear and detailed Scope of Work.
  - ❑ Gather supporting cost estimates and required documentation.
  - ❑ Collect required resolutions and application documents.
  - ❑ Identify the appropriate project contacts.
- **The IAD website has a "Tips for Improving Your TIF Application" document for download and review.**

# TIF PORTAL

**The TIF Portal is the online application system NPTs use to apply for TIF funding.**

- Projects must be included in the current ICIP before applying for TIF funding through the TIF portal.
- Entities can create and manage their application, complete required forms, and upload all supporting documentation to the Portal.
- Entities must comply with the Public Finance Accountability Act (NMSA 1978, § 6-3B-3) by submitting it's the federal single audit from one of the past two fiscal years for IAD's review. Based on the audit findings, a Uniform Funding Criteria form is completed by the IAD CFO to determine fiscal sufficiency.

# TIF APPLICATION SCORING METRIC

## TIF REVIEW COMMITTEE (TRC) EVALUATES AND SCORES ON FOUR CATEGORIES:

- Critical need (possible 30 points):
  - Emphasis on addressing specific health, safety, welfare, or economic development needs. **Tell the community's story—explain the need, impact, and why the project matters.**
- Readiness (possible 30 points):
  - Projects are ready to proceed, demonstrating all components and the ability to complete the project within the time allotted. (*See slide 48*)
- Capacity (possible 25 points):
  - Entity can demonstrate timely expenditure and compliance with requirements for any current and past funding. Entity has the capacity, including funds and personnel, to complete the project.
- Leveraging (possible 15 points):
  - Entities are leveraging other funds (in-kind or otherwise) to support the Project. The funds should reflect a high percentage relation of the overall TIF amount request.

# TIF REQUEST FOR PAYMENT (RFP) TIMELINE

## FROM RFP SUBMISSION TO REIMBURSEMENT

**REMINDER:** Submitting a complete RFP packet helps reduce processing time. Please see slide 52 for more information.

NPT Submits RFP

IAD Initial Review
- 5-10 business days

Mid-Level Review
- Up to 10 business days

Secretary Approval
- Up to 10 business days

IAD Finance Processing

**Estimated Timeline:** Up to 6 weeks depending on corrections, approvals, and payment processing.

# TIF PROJECT TIMELINES

## PROJECT PERIOD

- Planning Projects:
  - NPT completes planning projects *two (2) fiscal years* after the fiscal year in which the award was granted, by June 30.

  For example: FY27 projects will expire June 30, 2029.
- Design and Construction Projects:
  - NPT completes design & construction projects *three (3) years* after the fiscal year in which the award was granted, by June 30.

  For example: FY27 projects will expire June 30, 2030.
- No Cost Extension Projects:
  - Request must be made 60 days *before* the IGA expiration date.

# CO & TIF FORMS

# WRITING A SCOPE OF WORK (SOW):

**REMINDER:** If someone who is unfamiliar with your community can read your SOW and understand exactly what will be built, purchased, or completed—you've written a strong SOW.

**DO:**

- Clearly describe what will be completed.
- Explain why the project is needed.
- Include specific deliverables: (building, equipment, planning, design, etc.)
- Make sure the SOW matches:
  - Project Budget
  - ICIP
  - Resolutions
  - IGA
- Use measurable language. Example:
  - Construct 2,500 linear feet of waterline.
  - Purchase one Type VI wildland fire engine.
  - Complete final architectural design plans.

**DO NOT:**

- Use vague statements such as:
  - Improve Infrastructure
  - Enhance community services
  - Purchase miscellaneous items
- Combine unrelated projects into one SOW.
- Include expenses that are not eligible under the grant.
- Change the project purpose without prior approval.
- Copy and paste old language.

# NOTICE OF OBLIGATION (NOO)

- An NPT submits an NOO to reserve project funds for an approved contract, purchase order, vendor agreement, or other eligible project expense.
- An approved NOO establishes that funds have been committed to a specific purpose and allows IAD to verify that the proposed work is consistent with the legislative language, approved project scope, and budget.
- Submit an NOO as soon as possible to prevent delays later in the reimbursement process (5% must be obligated within six months of the execution date of the IGA).
  - Per HB 247, DFA will freeze accounts for all projects that have no encumbrance or expenditure by January 1 of the fiscal year they are set to revert. Any encumbrance after that date will be invalid.
- The NOO must be submitted and approved ***before*** work begins or purchases are made. **Any work performed or expenses incurred before NOO approval are the responsibility of the NPT and may not be eligible for reimbursement.**

# RFP PACKET

- Upon receipt of an approved NOO, the NPT may begin work and/or make purchase(s).
  - **Reminder: any work done or purchases made prior to receiving an NOO are the responsibility of the NPT.**
- After completing work or making a purchase, the NPT will submit an RFP packet for reimbursement. RFP packets only need to include:
  - [1] the RFP form,
  - [2] invoice(s) and
  - [3] proof of payment(s): ACH or canceled check.

*Additional information such as meeting sign in sheets or meeting minutes are not required.*

- For FY23 to FY26 projects, submit RFP packets via email to the assigned CO/TIF Administrator and copy IAD Accounts Payable (iad.accountspayable@iad.nm.gov)*
- For FY27 projects, submit RFP packets via PARS
  - Multiple invoices and proof of payment can be uploaded into one request.

***Please note that all active project projects will be managed in PARS by the end of the calendar year.***

# RFP CONTINUED

- Upon submission of an RFP packet, the CO/TIF Administrator reviews for:
  - A complete RFP Form
    - Signed by two NPT representatives: Grantee Fiscal Officer or Fiscal Agent and Grantee Representative.
  - Supporting documentation
    - Including invoices and proof of payment.
- IAD's CFO completes final review and submits packet to IAD Finance Accounts Payable for processing.
    - IAD Secretary, or designee, reviews and signs TIF RFP packets.

# SITE VISITS

- IAD will schedule site visits as needed.
- NPTs can request training visits to understand the overall CO/TIF process.
  - To request a meeting or site visit, visit the IAD website under the "Contact Us" tab. An IAD staff member will contact you to coordinate the visit.
- IAD leadership and staff welcome invitations for groundbreaking and ribbon-cutting ceremonies.

# CO & TIF TRAININGS AND SYSTEMS

# CO AND TIF TRAININGS

## IAD OFFERS TRAINING AND TECHNICAL ASSISTANCE TO SUPPORT NPTS THROUGHOUT THE CO AND TIF GRANT PROCESSES.

- **Available training topics:**
  - TIF Application Training – held twice a year
  - CAPS & PARS Trainings – held multiple times a year
  - Quarterly and Final Reporting – held quarterly

- **Additional Resources:**
  - Visit the DFA IPDD Capital Planning and Policy website: https://www.nmdfa.state.nm.us/infrastructure-planning-and-development-division/capital-planning-and-policy-bureau/

# DFA TRAINING RESOURCES

## DFA AND IPDD OFFER TRAINING AND TECHNICAL SUPPORT TO ASSIST ENTITIES IN UNDERSTANDING PROJECT REQUIREMENTS, ENSURING COMPLIANCE, AND EFFECTIVELY MANAGING STATE-FUNDED CAPITAL PROJECTS.

**Available Resources:**

- ICIP Training
- CAPS Training
- CO and TIF Process & Questionnaire Training
- Quarterly Reporting Training
- CO Webinars and Office Hours

**Visit the DFA IPDD website to access:**

- Training recordings
- Presentation materials
- User Guides
- Additional CO resources and technical assistance

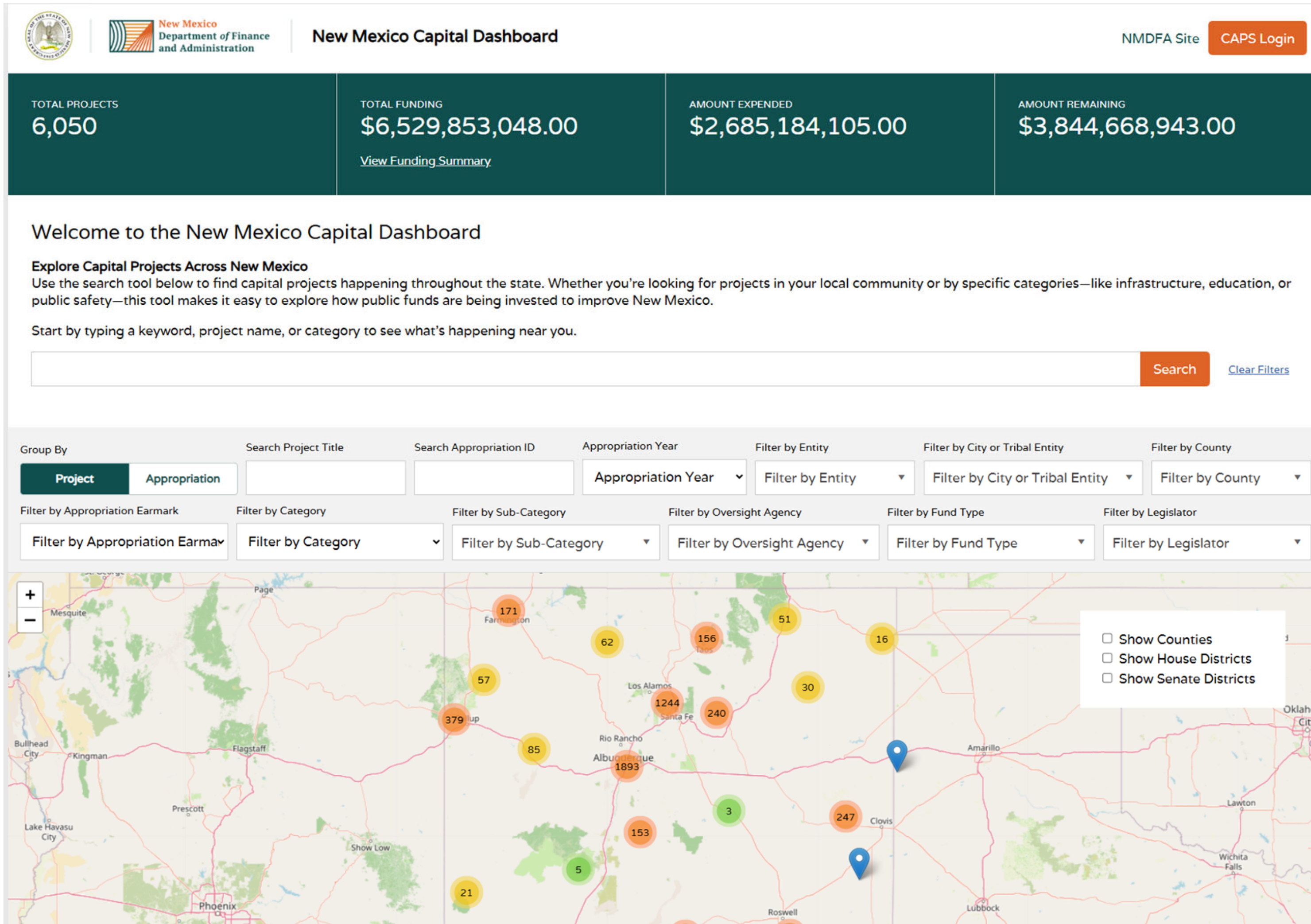
*https://www.nmdfa.state.nm.us/infrastructure-planning-and-development-division/*

# STATE REPORTING SYSTEMS: CAPS & PARS

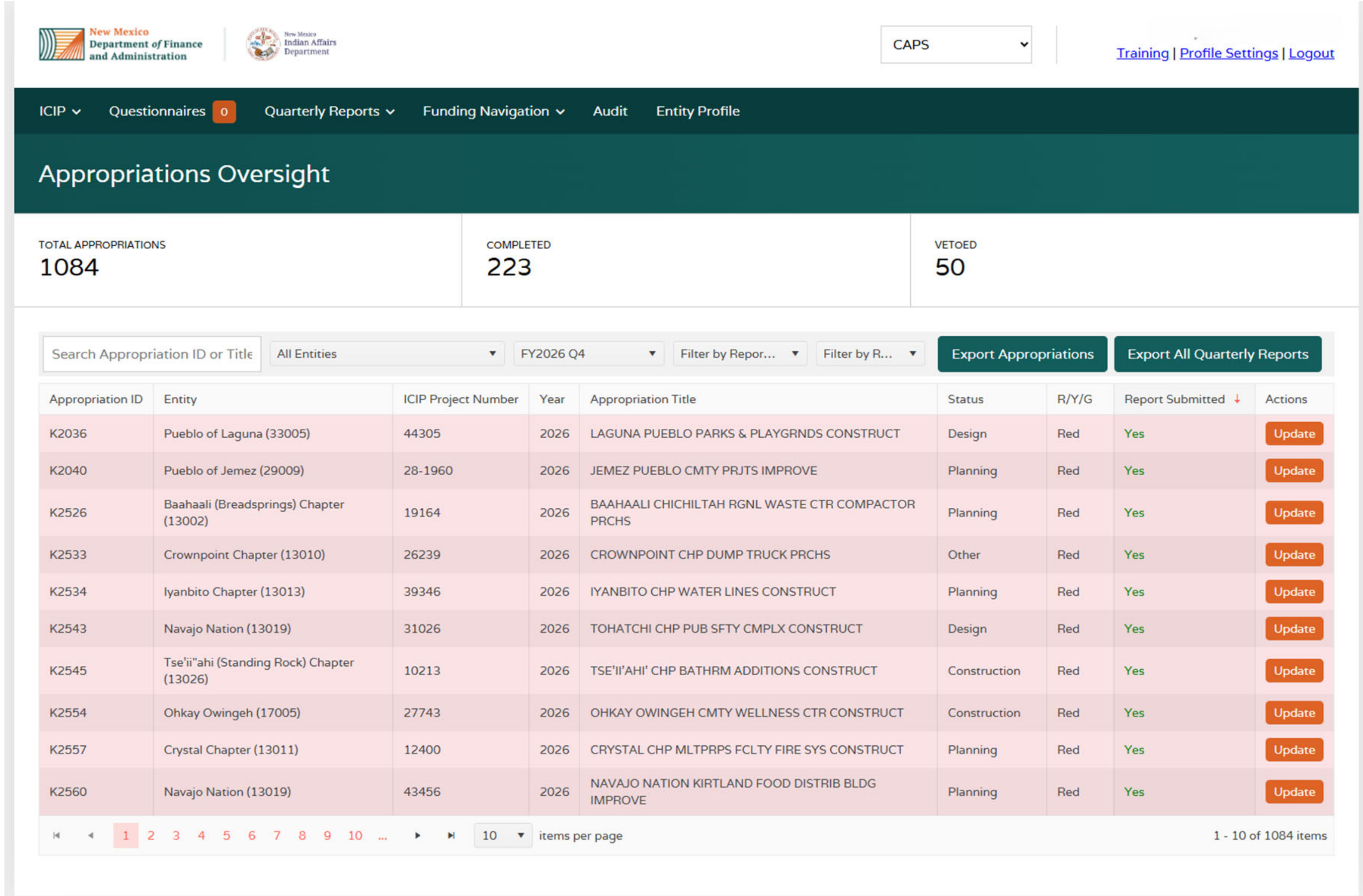
## CENTRAL & TRANSPARENT PROJECT MANAGEMENT

- **NM Capital Dashboard (https://caps.nm.gov/):**
  - Public facing dashboard that searches and filters capital projects throughout the state.
  - Used by legislators and the public.
- **Capital Projects System (CAPS) (https://platform.dfa.nm.gov/):**
  - NPTs use CAPS to develop & maintain ICIPs, complete CO questionnaires, submit quarterly reports, and track project deadlines & status.
- **Project Accountability Reporting System (PARS) (https://platform.dfa.nm.gov/):**
  - NPTs use to access IGAs, submit NOOs, and RFPs.
- **P2 (P Squared)**
  - Internal database used by IAD Staff to track project progress.
- **SHARE - Statewide Human Resources, Accounting, and Reporting system:**
  - The state's Department of Finance and Administration (DFA) uses a centralized enterprise resource planning (ERP) platform to manage core financial, accounting, payroll, and supply chain functions across all state agencies.

# STATE REPORTING SYSTEMS: NM CAPITAL DASHBOARD



# STATE REPORTING SYSTEMS: CAPS



New Mexico Department of Finance and Administration | New Mexico Indian Affairs Department

CAPS

Training | Profile Settings | Logout

ICIP | Questionnaires 0 | Quarterly Reports | Funding Navigation | Audit | Entity Profile

## Appropriations Oversight

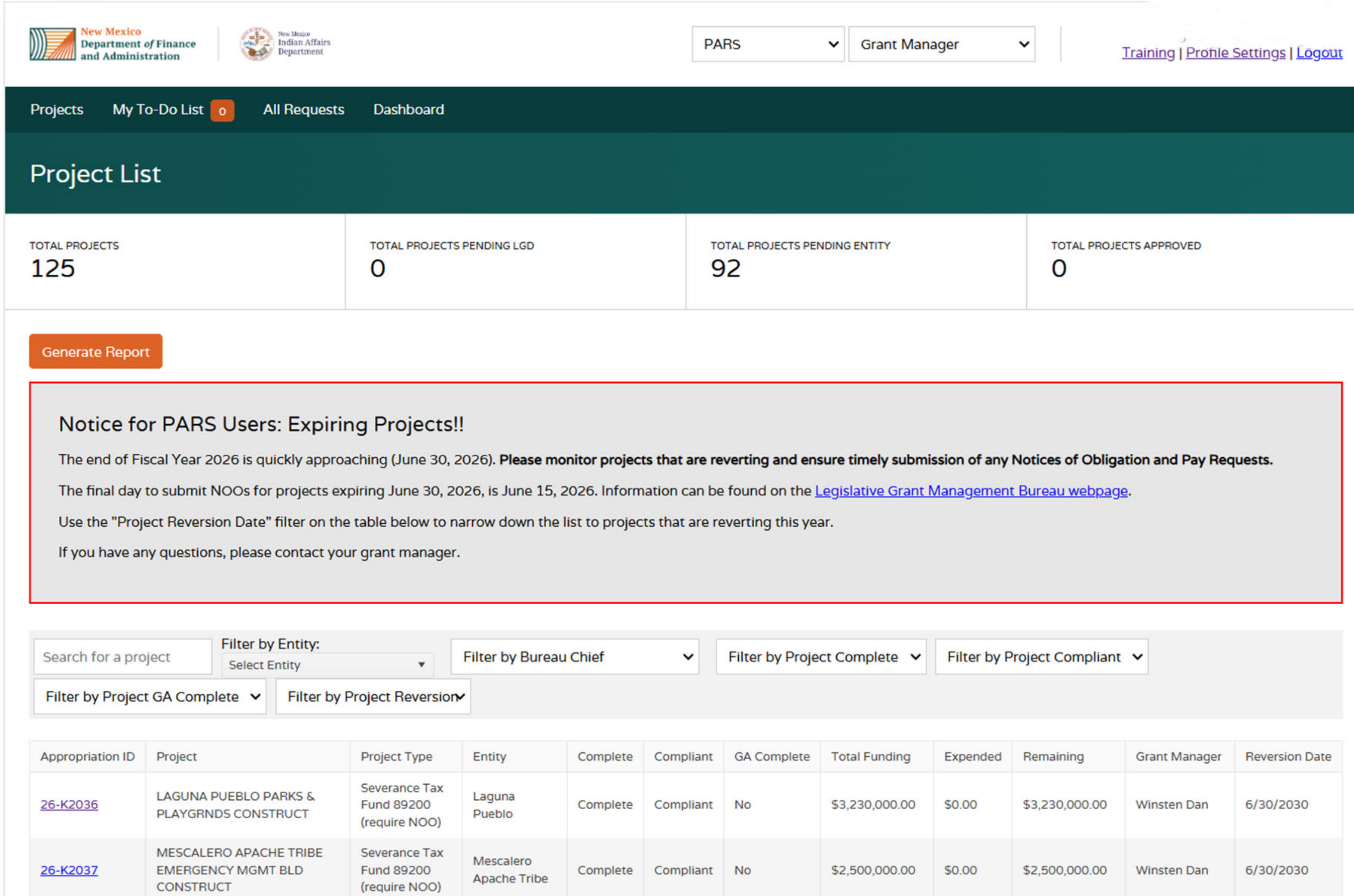
| TOTAL APPROPRIATIONS | COMPLETED | VETOED |
|---|---|---|
| 1084 | 223 | 50 |

Search Appropriation ID or Title | All Entities | FY2026 Q4 | Filter by Repor... | Filter by R... | Export Appropriations | Export All Quarterly Reports

| Appropriation ID | Entity | ICIP Project Number | Year | Appropriation Title | Status | R/Y/G | Report Submitted | Actions |
|---|---|---|---|---|---|---|---|---|
| K2036 | Pueblo of Laguna (33005) | 44305 | 2026 | LAGUNA PUEBLO PARKS & PLAYGRNDS CONSTRUCT | Design | Red | Yes | Update |
| K2040 | Pueblo of Jemez (29009) | 28-1960 | 2026 | JEMEZ PUEBLO CMTY PRJTS IMPROVE | Planning | Red | Yes | Update |
| K2526 | Baahaali (Breadsprings) Chapter (13002) | 19164 | 2026 | BAAHAALI CHICHILTAH RGNL WASTE CTR COMPACTOR PRCHS | Planning | Red | Yes | Update |
| K2533 | Crownpoint Chapter (13010) | 26239 | 2026 | CROWNPOINT CHP DUMP TRUCK PRCHS | Other | Red | Yes | Update |
| K2534 | Iyanbito Chapter (13013) | 39346 | 2026 | IYANBITO CHP WATER LINES CONSTRUCT | Planning | Red | Yes | Update |
| K2543 | Navajo Nation (13019) | 31026 | 2026 | TOHATCHI CHP PUB SFTY CMPLX CONSTRUCT | Design | Red | Yes | Update |
| K2545 | Tse'ii'ahi (Standing Rock) Chapter (13026) | 10213 | 2026 | TSE'II'AHI' CHP BATHRM ADDITIONS CONSTRUCT | Construction | Red | Yes | Update |
| K2554 | Ohkay Owingeh (17005) | 27743 | 2026 | OHKAY OWINGEH CMTY WELLNESS CTR CONSTRUCT | Construction | Red | Yes | Update |
| K2557 | Crystal Chapter (13011) | 12400 | 2026 | CRYSTAL CHP MLTPRPS FCLTY FIRE SYS CONSTRUCT | Planning | Red | Yes | Update |
| K2560 | Navajo Nation (13019) | 43456 | 2026 | NAVAJO NATION KIRTLAND FOOD DISTRIB BLDG IMPROVE | Planning | Red | Yes | Update |

1 2 3 4 5 6 7 8 9 10 ... | 10 items per page | 1 - 10 of 1084 items

# STATE REPORTING SYSTEMS: PARS



New Mexico Department of Finance and Administration | New Mexico Indian Affairs Department

PARS | Grant Manager

Training | Profile Settings | Logout

Projects | My To-Do List 0 | All Requests | Dashboard

## Project List

| TOTAL PROJECTS | TOTAL PROJECTS PENDING LGD | TOTAL PROJECTS PENDING ENTITY | TOTAL PROJECTS APPROVED |
|---|---|---|---|
| 125 | 0 | 92 | 0 |

Generate Report

### Notice for PARS Users: Expiring Projects!!

The end of Fiscal Year 2026 is quickly approaching (June 30, 2026). **Please monitor projects that are reverting and ensure timely submission of any Notices of Obligation and Pay Requests.**

The final day to submit NOOs for projects expiring June 30, 2026, is June 15, 2026. Information can be found on the Legislative Grant Management Bureau webpage.

Use the "Project Reversion Date" filter on the table below to narrow down the list to projects that are reverting this year.

If you have any questions, please contact your grant manager.

Search for a project | Filter by Entity: Select Entity | Filter by Bureau Chief | Filter by Project Complete | Filter by Project Compliant | Filter by Project GA Complete | Filter by Project Reversion

| Appropriation ID | Project | Project Type | Entity | Complete | Compliant | GA Complete | Total Funding | Expended | Remaining | Grant Manager | Reversion Date |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 26-K2036 | LAGUNA PUEBLO PARKS & PLAYGRNDS CONSTRUCT | Severance Tax Fund 89200 (require NOO) | Laguna Pueblo | Complete | Compliant | No | $3,230,000.00 | $0.00 | $3,230,000.00 | Winsten Dan | 6/30/2030 |
| 26-K2037 | MESCALERO APACHE TRIBE EMERGENCY MGMT BLD CONSTRUCT | Severance Tax Fund 89200 (require NOO) | Mescalero Apache Tribe | Complete | Compliant | No | $2,500,000.00 | $0.00 | $2,500,000.00 | Winsten Dan | 6/30/2030 |

# STATE REPORTING SYSTEMS: P2

Manage All Projects

+ Add | Archive | Export All | Export Selected | Clear Filter

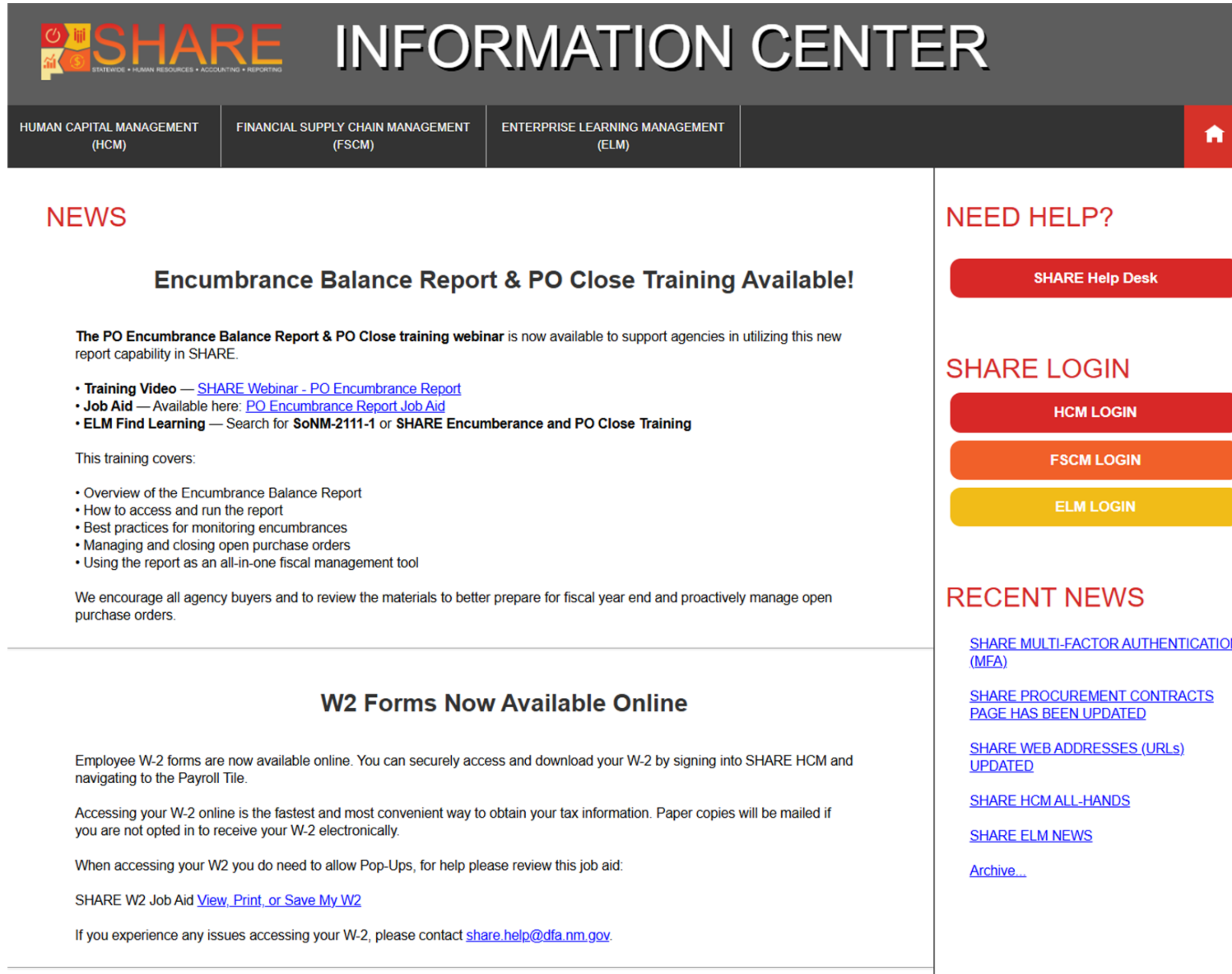
Status: Active

Search:

26TF

| Number | Year | Title | Entity | Fiscal Agent | Execution Date | Exp / Rev | Award Amount | AIPP | Obligated | %Obligated | Expended | %Expended | Balance | Actions |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 26TF01 | 2026 | Fort Defiance Chapter NGWSP Reach 12.3 Water Supply Project | Fort Defiance Chapter | Navajo Nation | 0000-00-00 | 2028-06-30 | 1,770,000.00 | 0.00 | 0.00 | 0.00% | 0.00 | 0.00% | 1,770,000.00 | Actions |
| 26TF02 | 2026 | San Felipe Pueblo Main Village Service Connections Final Phase | San Felipe Pueblo | San Felipe Pueblo | 0000-00-00 | 2029-06-30 | 1,844,000.00 | 0.00 | 0.00 | 0.00% | 0.00 | 0.00% | 1,844,000.00 | Actions |
| 26TF03 | 2026 | Pojoaque Pueblo Eagle Ridge Phase 2 Construction | Pojoaque Pueblo | Pojoaque Pueblo | 0000-00-00 | 2029-06-30 | 6,500,000.00 | 0.00 | 0.00 | 0.00% | 0.00 | 0.00% | 6,500,000.00 | Actions |
| 26TF04 | 2026 | Sanostee Chapter Tse Alnaoztii Chapter Reg San Juan Lateral Water Project | Tse Alnaozti'i' Chapter | Navajo Nation | 0000-00-00 | 2029-06-30 | 4,620,000.00 | 0.00 | 0.00 | 0.00% | 0.00 | 0.00% | 4,620,000.00 | Actions |
| 26TF05 | 2026 | Santo Domingo Pueblo Wastewater System Project | Santo Domingo Pueblo | Santo Domingo Pueblo | 0000-00-00 | 2029-06-30 | 4,000,000.00 | 0.00 | 0.00 | 0.00% | 0.00 | 0.00% | 4,000,000.00 | Actions |
| 26TF06 | 2026 | Thoreau Chapter 371 Regional Water Supply Project- Phase 1 | Thoreau Chapter | Navajo Nation | 0000-00-00 | 2029-06-30 | 3,155,000.00 | 0.00 | 0.00 | 0.00% | 0.00 | 0.00% | 3,155,000.00 | Actions |
| 26TF07 | 2026 | Huerfano Chapter Carson - Burnham Regional Water System Project | Huerfano Chapter | Navajo Nation | 0000-00-00 | 2029-06-30 | 2,940,300.00 | 0.00 | 0.00 | 0.00% | 0.00 | 0.00% | 2,940,300.00 | Actions |
| 26TF08 | 2026 | Navajo Preparatory Schl STEAM Building | Navajo Preparatory School | Navajo Preparatory School | 0000-00-00 | 2029-06-30 | 6,056,373.06 | 0.00 | 0.00 | 0.00% | 0.00 | 0.00% | 6,056,373.06 | Actions |
| 26TF09 | 2026 | Pojoaque Pueblo Wellness Center Renovations | Pojoaque Pueblo | Pojoaque Pueblo | 0000-00-00 | 2029-06-30 | 2,506,725.00 | 0.00 | 0.00 | 0.00% | 0.00 | 0.00% | 2,506,725.00 | Actions |
| 26TF10 | 2026 | Isleta Pueblo Eastside Sewer Collection System | Isleta Pueblo | Isleta Pueblo | 0000-00-00 | 2029-06-30 | 13,939,800.00 | 0.00 | 0.00 | 0.00% | 0.00 | 0.00% | 13,939,800.00 | Actions |
| 26TF11 | 2026 | San Ildefonso Pueblo Tribal Library Renovation and Addition Project | San Ildefonso Pueblo | San Ildefonso Pueblo | 0000-00-00 | 2029-06-30 | 2,600,000.00 | 0.00 | 0.00 | 0.00% | 0.00 | 0.00% | 2,600,000.00 | Actions |
| 26TF12 | 2026 | Mexican Springs Chapter Regional San Juan Lateral Water Project | Mexican Springs Chapter | Navajo Nation | 0000-00-00 | 2029-06-30 | 4,620,000.00 | 0.00 | 0.00 | 0.00% | 0.00 | 0.00% | 4,620,000.00 | Actions |
| 26TF13 | 2026 | Pojoaque Pueblo Public Library and Poeh Resource Center | Pojoaque Pueblo | Pojoaque Pueblo | 0000-00-00 | 2029-06-30 | 798,322.47 | 0.00 | 0.00 | 0.00% | 0.00 | 0.00% | 798,322.47 | Actions |
| 26TF14 | 2026 | Jemez Pueblo Tribal Administration Complex Expansion Project | Jemez Pueblo | Jemez Pueblo | 0000-00-00 | 2029-06-30 | 730,000.00 | 0.00 | 0.00 | 0.00% | 0.00 | 0.00% | 730,000.00 | Actions |
| 26TF15 | 2026 | Sandia Pueblo Community Water System Interconnection | Sandia Pueblo | Sandia Pueblo | 0000-00-00 | 2028-06-30 | 230,000.00 | 0.00 | 0.00 | 0.00% | 0.00 | 0.00% | 230,000.00 | Actions |
| 26TF16 | 2026 | Sandia Pueblo Health Care Facility Expansion | Sandia Pueblo | Sandia Pueblo | 0000-00-00 | 2029-06-30 | 13,939,000.00 | 0.00 | 0.00 | 0.00% | 0.00 | 0.00% | 13,939,000.00 | Actions |
| 26TF17 | 2026 | Zuni Pueblo Veterans Visitor's Center | Zuni Pueblo | Zuni Pueblo | 0000-00-00 | 2029-06-30 | 1,833,178.56 | 0.00 | 0.00 | 0.00% | 0.00 | 0.00% | 1,833,178.56 | Actions |
| 26TF18 | 2026 | Fort Sill Apache Tribe Construction of Fire Substation | Fort Sill Apache Tribe | Fort Sill Apache Tribe | 0000-00-00 | 2029-06-30 | 302,240.00 | 0.00 | 0.00 | 0.00% | 0.00 | 0.00% | 302,240.00 | Actions |
| 26TF19 | 2026 | Iyanbito Chapter Water System Improvements Project | Iyanbito Chapter | Navajo Nation | 0000-00-00 | 2028-06-30 | 1,200,000.00 | 0.00 | 0.00 | 0.00% | 0.00 | 0.00% | 1,200,000.00 | Actions |
| 26TF20 | 2026 | Coyote Canyon Chapter Waterline Extension | Coyote Canyon Chapter | Navajo Nation | 0000-00-00 | 2029-06-30 | 5,700,000.00 | 0.00 | 0.00 | 0.00% | 0.00 | 0.00% | 5,700,000.00 | Actions |
| 26TF21 | 2026 | Santa Clara Pueblo Wastewater System Improvements – Guachupangue Area Construction | Santa Clara Pueblo | Santa Clara Pueblo | 0000-00-00 | 2029-06-30 | 10,997,814.00 | 0.00 | 0.00 | 0.00% | 0.00 | 0.00% | 10,997,814.00 | Actions |
| 26TF22 | 2026 | Santa Clara Pueblo Water System Improvements - South Housing Subdivision | Santa Clara Pueblo | Santa Clara Pueblo | 0000-00-00 | 2029-06-30 | 298,154.00 | 0.00 | 0.00 | 0.00% | 0.00 | 0.00% | 298,154.00 | Actions |
| 26TF23 | 2026 | Santa Clara Pueblo Public Works Compound | Santa Clara Pueblo | Santa Clara Pueblo | 0000-00-00 | 2029-06-30 | 2,351,092.91 | 0.00 | 0.00 | 0.00% | 0.00 | 0.00% | 2,351,092.91 | Actions |

# STATE REPORTING SYSTEMS: SHARE



SHARE INFORMATION CENTER

HUMAN CAPITAL MANAGEMENT (HCM) | FINANCIAL SUPPLY CHAIN MANAGEMENT (FSCM) | ENTERPRISE LEARNING MANAGEMENT (ELM)

## NEWS

### Encumbrance Balance Report & PO Close Training Available!

**The PO Encumbrance Balance Report & PO Close training webinar** is now available to support agencies in utilizing this new report capability in SHARE.

- **Training Video** — SHARE Webinar - PO Encumbrance Report
- **Job Aid** — Available here: PO Encumbrance Report Job Aid
- **ELM Find Learning** — Search for **SoNM-2111-1** or **SHARE Encumberance and PO Close Training**

This training covers:

- Overview of the Encumbrance Balance Report
- How to access and run the report
- Best practices for monitoring encumbrances
- Managing and closing open purchase orders
- Using the report as an all-in-one fiscal management tool

We encourage all agency buyers and to review the materials to better prepare for fiscal year end and proactively manage open purchase orders.

### W2 Forms Now Available Online

Employee W-2 forms are now available online. You can securely access and download your W-2 by signing into SHARE HCM and navigating to the Payroll Tile.

Accessing your W-2 online is the fastest and most convenient way to obtain your tax information. Paper copies will be mailed if you are not opted in to receive your W-2 electronically.

When accessing your W2 you do need to allow Pop-Ups, for help please review this job aid:

SHARE W2 Job Aid View, Print, or Save My W2

If you experience any issues accessing your W-2, please contact share.help@dfa.nm.gov.

## NEED HELP?

SHARE Help Desk

## SHARE LOGIN

HCM LOGIN

FSCM LOGIN

ELM LOGIN

## RECENT NEWS

SHARE MULTI-FACTOR AUTHENTICATION (MFA)

SHARE PROCUREMENT CONTRACTS PAGE HAS BEEN UPDATED

SHARE WEB ADDRESSES (URLs) UPDATED

SHARE HCM ALL-HANDS

SHARE ELM NEWS

Archive...

# ICIP VIRTUAL OFFICE HOURS

New Mexico Department *of* Finance and Administration

- DFA holds ICIP office hours every **Thursday** from March 26 to August 27 at 2:30 pm – 3:30 pm on Microsoft Teams:

**https://teams.microsoft.com/meet/25223861253826?p=24BQopKpRGfR6E2AW2**

**Meeting ID:** 252 238 612 538 26 **|** Passcode: 7Bw3uL9f

- Ask questions and receive assistance about managing active projects and quarterly reporting.
- *Find the link (DFA -> Infrastructure Planning and Development Division ICIP website).*

https://www.nmdfa.state.nm.us/infrastructure-planning-and-development-division/icip/

# CAPS/PARS VIRTUAL OFFICE HOURS

New Mexico Department of Finance and Administration

- DFA holds CAPS/PARS office hours every **Tuesday** from March 31 to August 27 at 1:00 pm – 2:00 pm on Microsoft Teams:

https://teams.microsoft.com/meet/246062851054123?p=bPtx41aTCdg9PWuktv

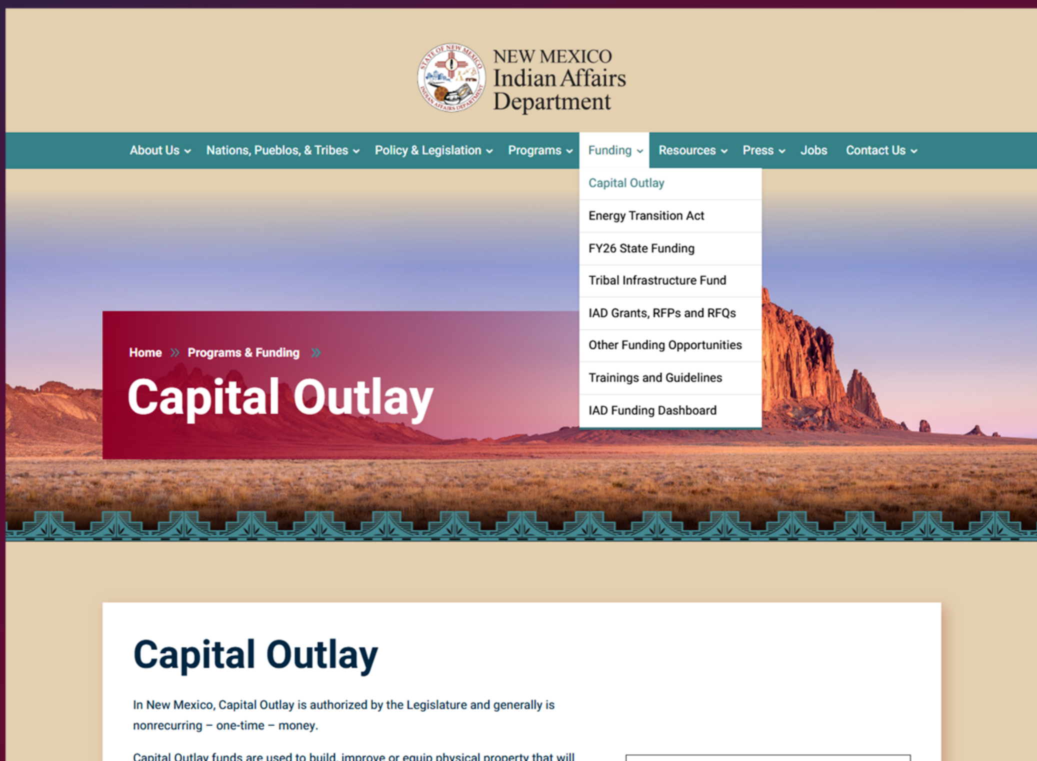
**Meeting ID:** 264 417 177 198 66 **|** Passcode: hU3bL9kb

- Ask questions and receive assistance about managing active projects and quarterly reporting.
- Find the link (DFA -> Infrastructure Planning and Development Division ICIP website).

https://www.nmdfa.state.nm.us/infrastructure-planning-and-development-division/icip/

FOR MORE INFORMATION & A COPY OF THIS PRESENTATION

# VISIT OUR UPDATED WEBSITE: WWW.IAD.NM.GOV



# AGING AND LONG-TERM SERVICES DEPARTMENT (ALTSD)

- **2028 Capital Outlay Application Cycle**
  - November 4, 2026 – February 18, 2027
- **Plan Ahead**
  - Identify needs.
  - Submit ICIP (due June 30, 2026).
  - Confirm project readiness.
  - Gather cost estimates.
  - Schedule time to attend in-person/virtual training.

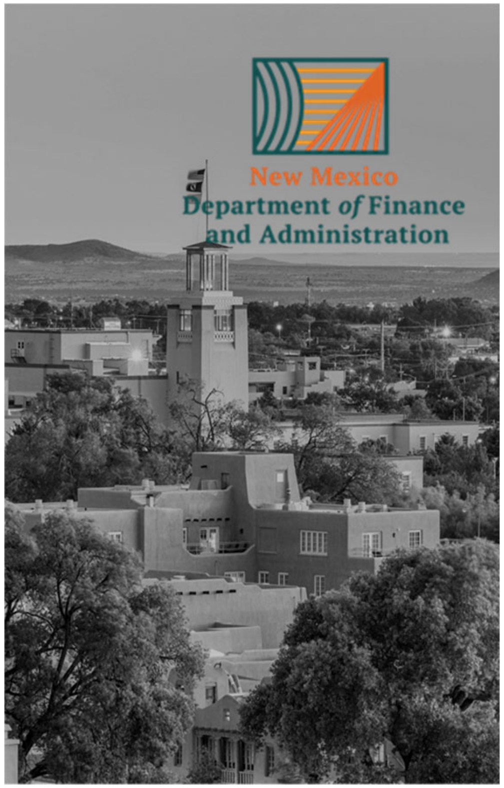
# DEPARTMENT OF FINANCE & ADMINISTRATION (DFA)

## DFA, IN COLLABORATION WITH IAD, IS COMMITTED TO PROVIDING TECHNICAL ASSISTANCE AND SUPPORT FOR CAPITAL PROJECTS.

**DFA Website:** https://www.nmdfa.state.nm.us/

**Scott Wright, Deputy Division Director**
Infrastructure Planning and Development Division
Email: Scott.Wright@dfa.nm.gov
(505) 919-9038

**Nicole Macias, Principal Analyst/Tribal Liaison**
State Budget Division
Email: Nicole.Macias@dfa.nm.gov
(505) 699-0065



# CO / TIF ADMINISTRATOR CONTACT INFORMATION

**Tsoniki Crazy Bull – CO/TIF Manager**
Tsoniki.CrazyBull@iad.nm.gov
505-690-2997

**Jeffrey Christianson – CO/TIF Administrator**
Jeffrey.Christianson@iad.nm.gov
505-819-8017

**Winsten Dan – CO/TIF Administrator**
Winsten.Dan@iad.nm.gov
505-699-0911

**Angel Kelly – CO/TIF Administrator**
Angel.Kelly@iad.nm.gov
505-490-0545

**Fenicia Ross – CO/TIF Administrator**
Fenicia.Ross@iad.nm.gov
505-469-9476

**Amanda Nezzie – Administrative Services Division Director**
Amanda.Nezzie@iad.nm.gov
505-699-1742

# THANK YOU

NEW MEXICO INDIAN AFFAIRS DEPARTMENT