

FY 2028-2032 ICIP Cycle

Enhancements to the ICIP tool and Important Updates to ICIP Administration

February 25, 2026

Capital Planning & Policy Bureau – IPDD

Training 2



New Mexico
**Department of Finance
and Administration**

**Infrastructure Planning
and Development Division**

Presentation Agenda

- Welcome
- Infrastructure Capital Improvement Plan Overview
- Capital Projects System (CAPS) ICIP Recap
- Capital Projects System (CAPS) ICIP Enhancements
- Updated ICIP Resources
- Q&A



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(TAG): <https://tag.dfa.state.nm.us/>

Infrastructure Capital Improvement Plan

Overview

Infrastructure Capital Improvement Plan

**A planning tool for
your entity's
infrastructure needs**

**A roadmap to fund
and phase your
projects**



**Covers a 5-year
fiscal period
(July 1, 2027-June 30-2032)**

**Developed,
updated, and
submitted annually
to DFA**

Capital Improvement Projects

- **Create a new fixed asset**
- **Enhance an existing fixed asset**
- **Have a life expectancy of at least 10 years**
- **Be ready to proceed - not a wish list**

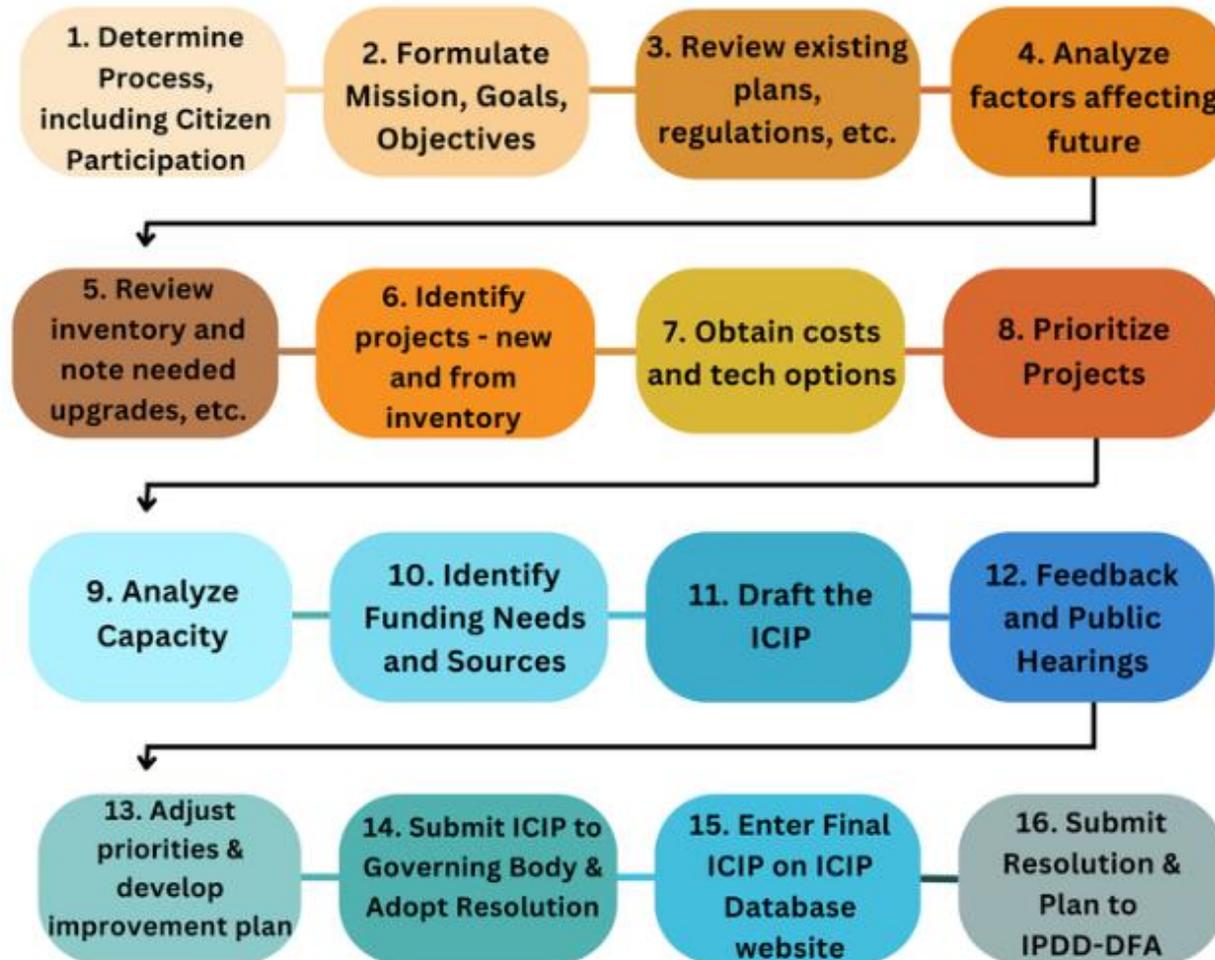


Capital Improvement Projects

- **Have good cost estimates**
- **Be over \$10,000**
- **Identify Funding Sources**
- **Regional projects encouraged**
- **Address community needs & maintenance needs**



ICIP Development Process



Demonstrating Project Readiness

Siting – Where is your project located?

Scope of Work – What work has been done to date?

What specific tasks need to be completed?

What activities are included for the project?

What entities will own, operate, maintain assets?

How many years will the asset be in use before needing repair/replacement?

Does your project assist in reducing risks or hazards?

How many residents will be impacted/ benefit from capital project?

Who specifically may benefit?

Why is the project important for your government/ community?

Budget for project including all phases

What funding is committed to the project?

How do you anticipate financing the project?

What oversight mechanisms does your entity have?

Importance of Completing your Plan

- The ICIP is a tool to showcase your entities priority projects.
- Focus on critical need projects.
- Encourages planning and process.

- Participation in the ICIP is strongly encouraged.
- Funding agencies utilize the ICIP in many ways.
- The Governor's Office uses the ICIP Publication when vetting projects.

Common Misconceptions



The ICIP is Not...

1. ICIP is not an application for funding.
2. ICIP is not a capital outlay request.
3. ICIP is not a funding source.
4. ICIP is not a project wish list.
5. Having an ICIP is not a guarantee of state funding.

The ICIP is...

1. ICIP is a **plan** for your government's capital needs.
2. Having a Capital Improvement Plan is encouraged for capital outlay requests.* You must still complete a capital outlay request through Legislative Council Services.
3. ICIP is a plan and includes details on how your government will finance its needs.
4. ICIP displays your needs and priorities.
5. Your ICIP will detail how you plan to finance your projects whether through state grants/loans or other financing mechanisms.



Need Assistance?

- NM Council of Governments
 - 7 Districts in the State
 - Any Local Government or Nation, Pueblo, Tribe
 - NM Land Grant Council
 - NM Acequia Association
 - Rural Community Assistant Center (RCAC)
- 

Technical Assistance Providers

- **NM Land Grant Council**

- Anissa Baca, Community Outreach Specialist, nissa17@unm.edu

- **NM Acequia Association**

- Vidal Gonzales, Director of Policy & Planning, vidal@lasacequias.org, (505) 614-4495

- **Rural Community Assistant Corp (RCAC)**

- Ramón Lucero, Regional Field Manager, ramon.lucero@rcac.org, (505)819-7342

- **NM Council of Governments**

- District 1: Northwest NM Council of Governments (San Juan, McKinley, Cibola) Brandon Howe, (505) 722-4327; bhowe@nwnmcog.org
- District 2: North Central NM Economic Development District (Rio Arriba, Santa Fe, Taos, Los Alamos, Colfax, Mora, San Miguel) Santiago Chavez, (505) 699-7283; santiagoc@ncnmedd.com
- District 3: Mid-Region Council of Governments (Sandoval, Bernalillo, Valencia, Tarrant) Bianca Borg, (505) 724-3608; Bborg@mrcog-nm.gov
- District 4: Eastern Plains Council of Governments (Union, Harding, Quay, Curry, Roosevelt, Guadalupe, De Baca) Sandy Chancey, (575) 762-7714; schancey@epcog.org
- District 5: Southwest NM Council of Governments (Catron, Hidalgo, Luna, Grant) Priscilla Lucero, (575) 388-1509; priscillalucero@swnmcog.org
- District 6: Southeastern NM Economic Development District (Lincoln, Otero, Chaves, Eddy, Lea) Dora Batista, (575) 624-6131; dbatista@snmedd.com
- District 7: South Central Council of Governments (Socorro, Sierra, Doña Ana) Jay Armijo, (575) 744-4857; jarmijo@sccog-nm.com

Deadlines & Requirements

- ✓ **All Local Government ICIPs are due by **Wednesday, July 1st, 2026, at 11:59 pm****
 - Senior Center Facilities
 - Special Districts
 - Nations, Pueblos and Tribes
 - Counties
 - Municipalities
- Projects must be in "Submitted" status and Prioritized by Year and Ranked in CAPS
- *Note: After 07/01/2026 - ICIPs will be locked.*
- ✓ **Resolution from your Governing Body adopting your ICIP for FY 2028-2032**
 - Nations, Pueblos, Tribes may submit a letter from the Governor, President, Chapter President, etc. in lieu of a Resolution

ICIP Administration Changes

in effect January 2026

- All ICIPs are due by **Wednesday, July 1st, 2026**, at 11:59 pm
- Extension Requests for ICIP project submission **will no longer be allowed.**
- Extensions will **only** be granted for Resolution (or letter for Nations, Pueblos, Tribes) submission until **Friday, July 31st, 2026**, at 11:59 pm.
- Entities who met the July 1st deadline may amend **current** projects on their ICIP up until **Sunday, November 1st, 2026**, with approval. New projects will not be allowed. Re-prioritization of projects may be changed as well until this date.
- Resolution Extension requests and Amendment requests must be done by email to Lgd.icip@dfa.nm.gov

Amendments

in effect January 2026

- Entities may update their "**Submitted**" projects up until November 1st with approval. We will unlock your ICIP projects.
- May only update the Legislative Language, SOW, and Budget Table.
- New projects will not be allowed.
- Re-prioritization of projects may occur.

ICIP-related Legislation from 2026 Session

- HB 247 - CAPITAL OUTLAY CHANGES
- **Waiting to be acted upon by Governor**
- Includes changes to capital outlay requirements, reauthorizations, and reversions
 - Reauthorization limitations
 - ICIP requirement for projects \$100,000 & more
 - Destination fund of reversions
 - Severance tax bond reversions
 - General fund reversions

AN ACT
RELATING TO CAPITAL EXPENDITURES; PROVIDING LIMITATIONS AND REQUIREMENTS FOR CERTAIN CAPITAL OUTLAY PROJECTS, REAUTHORIZATIONS AND APPROPRIATIONS; AMENDING SECTIONS OF LAWS 2022 THROUGH 2025 TO REQUIRE CERTAIN UNEXPENDED GENERAL FUND CAPITAL OUTLAY APPROPRIATIONS TO REVERT TO THE CAPITAL DEVELOPMENT AND RESERVE FUND OR THE TRIBAL INFRASTRUCTURE PROJECT FUND.

Capital Projects System (CAPS)

Recap

CAPS Website



Welcome, Local Entity
[Profile Settings](#) | [Logout](#)

ICIP Projects ICIP Prioritization Questionnaires 0 Quarterly Reports Entity Profile

- CAPS Integration: ICIP, Quarterly Reports for Capital Outlay, and Questionnaires
- ICIP website transition - Sept. - Oct. 2025
- FY 2027-2031 ICIP Cycle Finalization – Oct. 2025
- Additional Enhancements – Nov. 2025 - Jan. 2026
- Capital Appropriations Dashboard: <https://platform.dfa.nm.gov/caps.html>

RTS – Real Time Solutions (Vendor managing CAPS website and Dashboard)

Capital Projects System (CAPS)

ICIP Enhancements

ICIP Enhancements and updates

- Clean up wording/sections
- Clearer Headings – ICIP Projects, ICIP Prioritization
- Enhanced search functions on the ICIP Projects page

(Start date, ICIP #, Submission Year)

- View Historical ICIP records for your entity starting with 2025 (FY27-31)
- DFA will receive an email when you have completed your full ICIP submission





Quarterly capital appropriation to DFA

Click to Switch to PARS

CAPS

Switch between your delegated entities

La Casa de Buena Sa

Welcome, Local Entity Profile Settings | Logout

ICIP Projects

ICIP Prioritization

Questionnaires 0

Quarterly Reports

Entity Profile

Entity contacts, budget, planning information

Projects

Questionnaire access during cycles

TOTAL PROJECTS

2

DRAFT PROJECTS

0

SUBMITTED PROJECTS

2

Create Project

ICIP Project List

Search Title...

Search ICIP #...

Filter by Status

Filter by Submission

Filter by Date Create

Filter by Start Date

Filter by Type/Sub-type

Entities...

Clear Filters

Project Title	Project Number	Status	Submission Year	Appropriations	Date Created	Start Date	Project Details	Deactivate
Senior Center Improvements	42368	Submitted	--		8/29/2025	7/01/2027	Edit	Deactivate
Handicap Accessible Vehicle	43506	Submitted	--		8/29/2025	7/01/2027	Edit	Deactivate

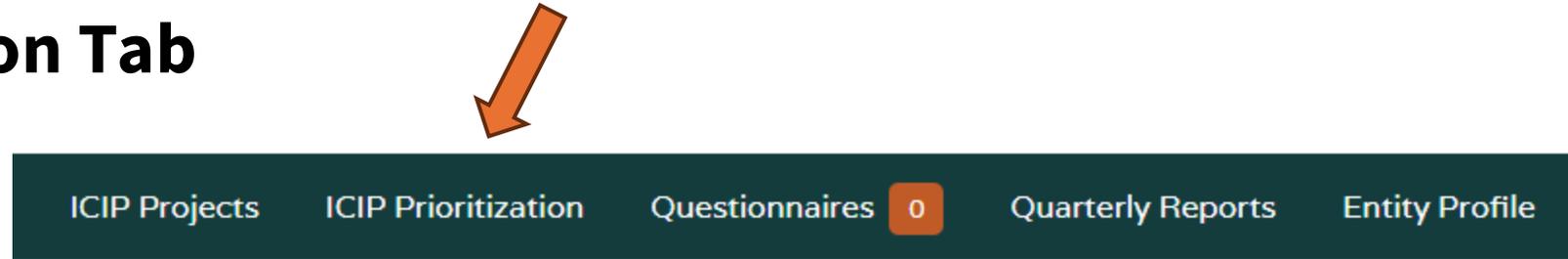
Status of Projects on CAPS

- **Draft/Imported** - These projects were imported Fall 2025 and were not submitted by the entity after the data transition.
- **Archived (2025)** - You completed entry for a project during last year's cycle. It is archived on your entity's CAPS account.
- **Submitted** – You have completed a project entry for the current ICIP Cycle. *You can only finalize (rank/prioritize) projects that are in this status.*

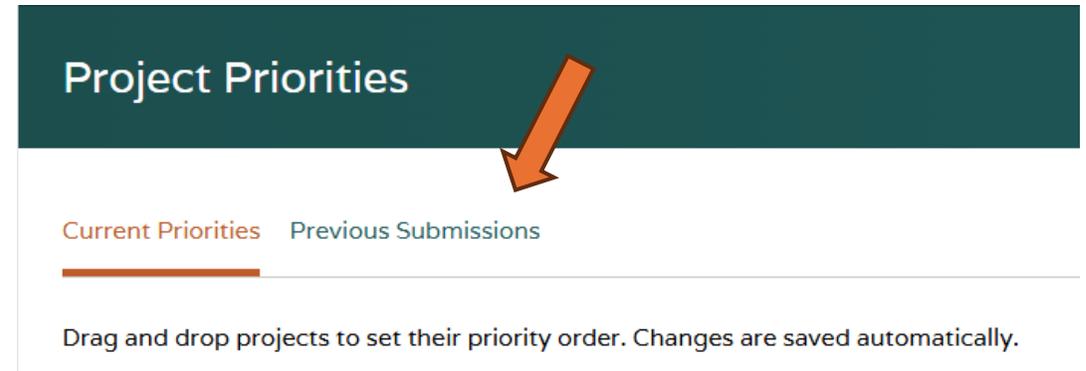
Status
Imported
Draft
Archived (2025)
Submitted

Accessing your FY2027-2031 ICIP Record

- Click on ICIP Prioritization Tab



- Click on "Previous Submissions"



- Only available for entities who submitted their ICIP on CAPS (Sept-Oct 2025)

Project Priorities

[Current Priorities](#) [Previous Submissions](#)

Click dropdown and choose 2025 for FY2027-2031 record

View your previously submitted priorities by selecting a year below.

Submission Year

2025

[Export Projects](#)

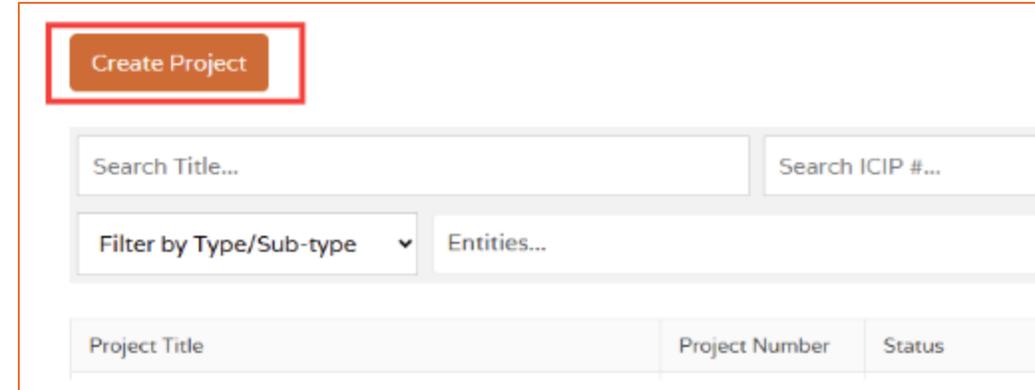
May download an excel sheet with basic information

Priority	Project S...	Project Title	Start Date	Submitted
1	2027	South Central WW System Rehabilitation	7/01/2026	10/21/2025, 4:53:00 PM
2	2027	Brahman Diversion Channel (Dragonfly) Construction	7/01/2026	10/21/2025, 4:53:00 PM
3	2027	RTCC-Real Time Crime Center	7/01/2026	10/21/2025, 4:53:00 PM
4	2027	DAFR SCBA	7/01/2026	10/21/2025, 4:53:00 PM
5	2027	South Central Wastewater Water Lab Renovation and Expansion	7/01/2026	10/21/2025, 4:53:00 PM
6	2027	Water Well for Santa Teresa Port of Entry and Industrial Park	7/01/2026	10/21/2025, 4:53:00 PM
7	2027	Chaparral Flood Control-Salsa Lake Pond	7/01/2026	10/21/2025, 4:53:00 PM

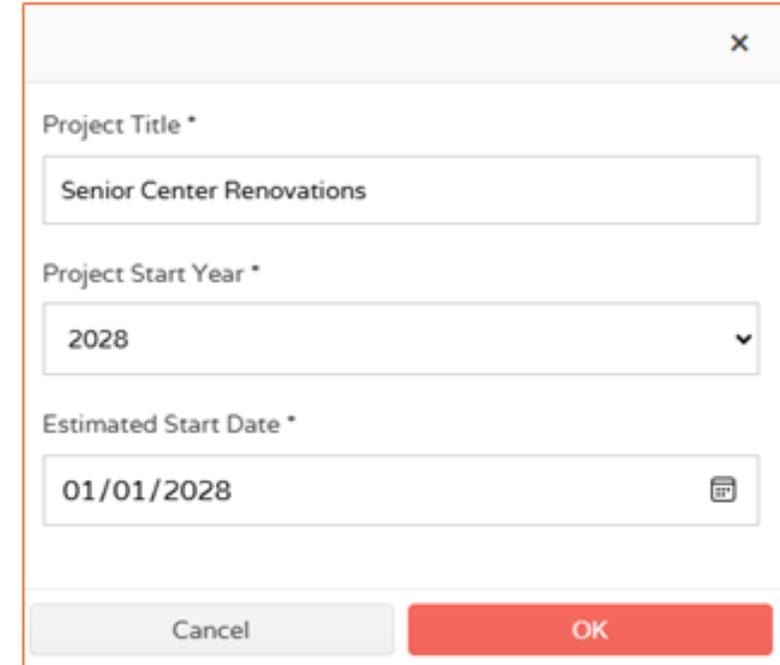
Report PDF Download – To be implemented

Entering a new project

- To add projects, click on the orange “Create Project ” button.
- Choose the year your project will begin and add details.
- Then you will be redirected to the project profile to begin entering each section. There are seven sections to complete.



A screenshot of a web interface showing a search and filter section. At the top left, there is an orange button labeled "Create Project" which is highlighted with a red rectangular box. Below the button are two search input fields: "Search Title..." and "Search ICIP #...". Underneath these is a filter section with a dropdown menu labeled "Filter by Type/Sub-type" and a text input field labeled "Entities...". At the bottom of the screenshot, a table header is visible with columns for "Project Title", "Project Number", and "Status".



A screenshot of a modal form for creating a project. The form has a close button (X) in the top right corner. It contains three required fields, each marked with an asterisk (*):
1. "Project Title *": A text input field containing the text "Senior Center Renovations".
2. "Project Start Year *": A dropdown menu with "2028" selected.
3. "Estimated Start Date *": A date input field containing "01/01/2028" with a calendar icon to its right.
At the bottom of the form, there are two buttons: a grey "Cancel" button and a red "OK" button.

Renewing or updating an existing project

- Click the orange "Edit" button

Archived (2025)	2025	Abiquiu Land Grant		8/29/2025	9/01/2026	Edit
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- Project Information – click the "Clone"

- Choose best option:

- Resubmission of same project
- Template for new project

- You will need to review and complete each section

Senior Center Improvements

Project Details Budget Info Grant Matchmaking

PROJECT STATUS  **Clone** 

PROJECT START DATE 7/01/2027 PROJECT NUMBER 42368

Scope of Work

To plan, design, purchase, install and construct senior center improvements to include new HVAC system, ADA improvements to the facility, a metal garage/storage building and parking lot and fenced area to be accomplished in three phases. Phase 1 is the replacement of the HVAC system, and ADA accessible doors. Phase 2 will be to construct a new metal building/garage with storage area. Phase 3 will be an additional parking lot and fencing.

How do you want to use this project?

Resubmission of the same project

Template for a new project

Cancel OK

Secured Funding Tables

Secured State Capital Funding		Capital Outlay Only					
Appropriation ID	Amount Secured	Expiration Date	Amount Obligated/Encumbered to Date	Amount Expended to Date	AIPP Amount	Reversion Amount	Remove
J1298	\$15,000.00	06/30/2029	\$1,500.00	\$0.00	\$0.00	\$0.00	Remove
Totals:	\$15,000.00		\$1,500.00	\$0.00	\$0.00	\$0.00	
Add State Capital Funding							

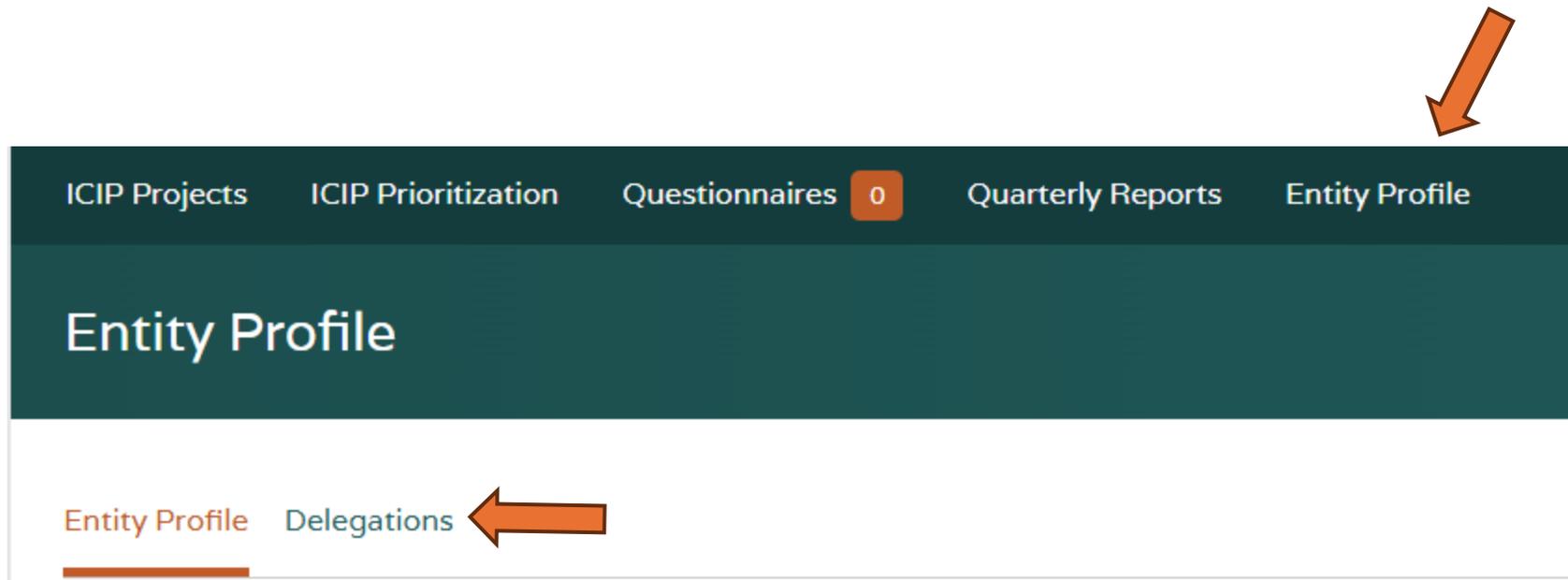
Secured Other Funding		All other secured sources including state grants					
Funding Source	Amount Secured	Date Received - Date Expired		Amount Expended to Date	Comments	Remove	
OTHER – Other	\$300.00	01/05/2025	02/01/2026	\$300.00	NMAA	Remove	
FGRANT - Federal Grants	\$25,000.00	07/01/2024	12/31/2026	\$15,325.00	Forest Service	Remove	
Totals:	\$25,300.00			\$15,625.00			
Add Other Funding							

Deactivating Projects

- Due to the website transition, if you are going to deactivate any of your draft/imported projects, it is HIGHLY recommended that you add missing information for the project. In the future if your entity needs to reference this project, your entity will then have the completed record including budget information.
- If you accidentally deactivate a project, please send a ticket to RTS Support at support@rtsolutions.com to reactivate the project.

Entity Profile

- Please update your entity profile!
- You may also manage your delegations for TA providers and staff from the entity profile.



CAPS Contacts

- CAPS Support Email: support@rtsolutions.com
- Jesse Guillen, Capital Planning and Policy Bureau Chief, jesse.guillen@dfa.nm.gov - 505-538-5114
- Ryan Serrano, State Agency/Higher Ed ICIP Coordinator, ryans.serrano@dfa.nm.gov - 505-819-1568
- Mary Ann Maestas, Local Government ICIP Coordinator, maryann.maestas@dfa.nm.gov - 505-487-3523

Updated ICIP Resources



ICIP Resources

- CAPS Data Entry Guide
- FY2028-2032 ICIP Guidelines

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



- ICIP Virtual Training Recordings & PowerPoints
- Data Entry Video Tutorial

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

Resource Documents

- ICIP Resolution Template
- Worksheets – tool to assist
- Check List



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

Upcoming Trainings



Trainings and Office Hours

- CAPS/PARS Office Hours – Every Tuesday 1:00-2:00 pm
 - Troubleshooting issues and questions about PARS/CAPS with RTS
- ICIP Office Hours – Thursdays from March 26-June 25, 2:30-3:30 pm
- Thursday, March 18 – 10:00AM – Outdoor Recreation - NMEDD
- Wednesday, March 25 – 10:30AM - NMED Brownfields Presentation on Planning & Redevelopment
- April/May – Procurement 101 & Cost Estimating Workshop
- More to come

Key Takeaways

- ICIP Submission must occur on CAPS
- ICIP Submission Requirements
 - Fully submitted & prioritized projects, resolution submission on CAPS by July 1st
- Resources:
 - ICIP Office Hours – Thursdays from March 26-June 25, 2:30-3:30 pm
 - CAPS/PARS Office Hours – Tuesdays from 1:00-2:00 pm
 - TA providers
 - ICIP Data Entry Guide & ICIP Guidelines



Q&A

Survey – Tell us how we can improve!



Infrastructure Planning & Development Division

Links and Resources

Sign-up for IPDD news!



IPDD Request for Technical Assistance



Link to IPDD website

