

TORRANCE COUNTY PROJECT FUNDING REQUEST FORM

This form is designed to assist you in describing your proposed project. Please provide complete and accurate information. You may be asked to provide copies of the request form with supporting documentation to other sponsors and committees.

EACH PROJECT REQUEST MUST BE SIGNED BY THE COUNTY COMMISSIONER IN WHOSE DISTRICT THE PROJECT WILL OCCUR. IF THE PROPOSED PROJECT WILL OCCUR IN MORE THAN ONE DISTRICT, THEN ONLY ONE COMMISSIONER MUST SIGN.

Forms must be submitted to the Torrance County Manager's Office by:

5:30 PM, Thursday, July 6, 2017.

In May 2013, Governor Susana Martinez issued Executive Order 2013-006 requiring state agencies and other public bodies to have complete audits pursuant to the Audit Act and establishing uniform funding criteria before an entity can receive capital outlay funding. In November 2013, Attorney-General Gary K. King issued an opinion (13-03) on the matter and stated that the governor is not permitted under current law and the constitutional separation of powers doctrine to unilaterally withhold capital outlay funds properly appropriated by the legislature.

DOCUMENTATION REQUIREMENTS

Capital assets must be owned by the county or a political subdivision of the state. If the asset will be leased to another organization, the owner will be asked to certify that the item is leased at fair market value and that the asset will be properly maintained *prior to the release of funding*.

Economic development projects that represent a public-private partnership under the Local Economic Development Act (LEDA) require local or regional government approval and a project participation agreement in accordance with ordinances adopted pursuant to the LEDA.

REMEMBER TO GIVE A COPY OF THE COMPLETED REQUEST TO EACH SPONSOR AND
RETAIN A COPY FOR YOUR FILES.

This form may be copied or downloaded from the legislature's website (www.nmlegis.gov).
The form is available in PDF format or as an editable MS-Word document.

PLEASE REMOVE THIS PAGE BEFORE SUBMITTING YOUR REQUEST.

TORRANCE COUNTY PROJECT FUNDING REQUEST FORM

County Commissioner Sponsor:

Impacted Commission District (s):

Commissioners Contact Information (District map is located on TC website www.torrancecountynm.org)
Comm. District 1- Jim Frost (505)934-2942
Comm. District 2- Julia DuCharme (505) 920-0817
Comm. District 3- Javier Sanchez (505) 297-6737

***Please Note: The Commissioner who represents the impacted District must sign as the sponsoring Commissioner. If the proposed project will impact more than one District, then only one Commissioner must sign.**

Sponsoring Commissioner's Signature:

Project Contact: _____ Phone: _____ Email: _____

PROJECT DESCRIPTION

1. What is the *TOTAL* cost for the project or this phase of the project? : \$ _____
2. Brief *project description* (please specify the proposed use of funds, such as "to plan, design and construct a multipurpose center"; "to design and construct a dam"; or "to purchase and equip a vehicle"):

3. *Location* of this project (city, town, school district, chapter, pueblo): _____

4. *Entity requesting funding* for this project: _____

5. *Fiscal agent (entity to receive funding)* for this project. (*Only the county or political subdivisions of the State are eligible to receive funding.*): _____

6. *Entity that will own the project* upon completion: _____

7. *Entity that will be responsible for maintenance of the project* upon completion: _____

8. Is this a public school project that is included in a **Facilities Master Plan (FMP)**? : _____

9. Is this a local government project that is included in the local **Infrastructure Capital Improvement Plan (ICIP)**? : _____

If the project is included in the ICIP, please provide the ICIP identification #: _____

10. Geographic area to be served by the project: _____

PROJECT BUDGET

Please provide a breakdown of the total estimated project cost, including completed phases of the project:

COMPLETED	UNCOMPLETED	TOTAL
Planning: \$ _____	\$ _____	\$ _____
Design (Architectural/Engineering): \$ _____	\$ _____	\$ _____
Construction: \$ _____	\$ _____	\$ _____
Land Purchase: \$ _____	\$ _____	\$ _____
Equipment: \$ _____	\$ _____	\$ _____
Rights of Way/Easements: \$ _____	\$ _____	\$ _____
Other (specify _____): \$ _____	\$ _____	\$ _____
Other (specify _____): \$ _____	\$ _____	\$ _____
Other (specify _____): \$ _____	\$ _____	\$ _____
Total Estimated Cost: \$ _____	\$ _____	\$ _____

Please list **PRIOR FUNDING SOURCES** for the project: YEAR AMOUNT

_____	\$ _____
_____	\$ _____

Please list any **MATCHING FUNDS** secured for the project: AMOUNT

_____	\$ _____
_____	\$ _____

OTHER INFORMATION

Will the project: YES NO N/A

Eliminate health or safety hazards or other liability issues? ____ ____ ____

Address federal, state or local judicial mandates or requirements? ____ ____ ____

Prevent or correct deterioration of capital asset(s)? ____ ____ ____

Address issues of population or client growth? ____ ____ ____

Be constructed on county-owned property? ____ ____ ____

Has the project: YES NO N/A

Been designed to be energy efficient? ____ ____ ____

Received public input and endorsement? ____ ____ ____

Planned for future operational costs? ____ ____ ____

Acquired land for the project? (landowner: _____) ____ ____ ____

Can the project: YES NO N/A

Be successfully phased, so that each phase will be operational? ____ ____ ____

Be completed with this county appropriation? ____ ____ ____

Proposed project start date: _____

If the capital asset will be leased to another organization, please submit a letter from the fiscal agent identifying the owner of the asset (capital assets must be owned by the county or a political subdivision of the state) and certifying that the asset will be leased at fair market value and appropriately maintained.

If the project is a local economic development project representing a public-private partnership under the Local Economic Development Act, please submit a copy of the project participation agreement between the private entity and the applicable local or regional government.

**Additional documentation may be attached to this form.*