



**Nonprofit Organization (NPO)
State Capital Outlay Request Packet – 2022 Legislative Session
Required by Bernalillo County
Bernalillo County Capital Outlay Initial Request Form**

This form is required if your organization intends to pursue capital outlay funding from the 2019 New Mexico State Legislature that is to be accepted and administered by Bernalillo County. If Bernalillo County accepts your application, your NPO will need to complete a legislative capital outlay request form that is due at the beginning of the 2022 legislative session.

(https://www.nmlegis.gov/legislation/billfinder/capital_outlay_request_forms).

Please complete this form and submit it, by August 4, 2021 by 5:00pm MST to:

The Office of the County Manager, Bernalillo County, ATTN: Amanda Colburn, Special Projects Coordinator, 415 Silver Street NW, 5th floor Albuquerque, NM 87102; or by email to: deputycountymgr_communityservices@bernco.gov.

Basic Information

Organization Name: _____

Address: _____

City/State/Zip: _____

Primary Contact Name: _____

Primary Contact Title: _____

Phone Number: _____ E-mail: _____

Mission/Purpose/Service Provided: _____

Clientele Served: _____

Current Contract/Agreement(s) with Bernalillo County? Yes No

If you have answered yes, please use the Contract Agreement Identification Form to complete the required information and attach to this form for submittal.

Has NPO received State of New Mexico Capital Outlay from any of the last three Legislative Sessions (FY 2019, 2020 and/or 2021?) Yes No



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Bernalillo County Project Information Form**

If you have answered yes, please use the Previous Capital Outlay Identification Form (p3) to complete the required information and attach to this project information form for submittal. Please identify if the capital outlay was a re-appropriation of an earlier grant.

2022 Capital Outlay Request

Amount: \$ _____

Project Description and Purpose (legislative language request): _____

Does capital project have a master plan or cost estimate? Yes No

Please attach all supporting documentation

Organization's Leadership Signature: _____

Date: _____

For County Use Only

County Division/Department to manage DFA Grant/Project:

County Division/Department Project Manager:

Revised or new agreement needed: _____

County ICIP Project No. (Project must be included on the BC ICIP): _____



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Supplemental Questions**

What address(es) will the equipment and/or furnishing permanently reside at?

Does your facility have the infrastructure (plumbing, electrical, wiring etc.) in place to support the furnishings and/or equipment you are seeking?

Are any equipment and/or furnishings you are seeking directly affixed to your facility/property (hardwired/plumbed/mounted etc.) to building, foundation, or exterior property. If so, what are these items?



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Agencies are required to meet State anti-donation regulations by providing services-in-lieu of rent for a minimum of 10 years. Agencies are also required to be able to justify their fees through monthly reports.

What uncompensated free or reduced cost services does your agency provide to Bernalillo County residents that can be used to meet this services in-lieu of requirement? A good measure for service you will need to provide each month for 10 years is 1% of your appropriation request.

What verifiable documentation do you have establishing fee for services that can be used to provide necessary reports to Bernalillo County?



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Bernalillo County Previous Capital Outlay Identification Form

Please use this Capital Outlay Identification Form to identify all previous Capital Outlay funding requests that have been signed into law by the Governor AND are still in process of being expended or approved. Don't include any information on projects that are completed. This form must accompany the 2020 State Capital Outlay Request form being submitted to Bernalillo County for consideration.

Types of agreements/contracts: Services in Lieu of Rent; FY X State Capital Outlay Agreement; Social Services Grant Agreement; Neighborhood Grant Agreement; Facility Use Agreement, Program Services Agreement, etc.)

Capital Outlay Item and Fiscal Year of Appropriation	Capital Outlay Value	Has approval by State of NM been received to start the purchase/project implementation? If yes, fill out the next two columns. If no, explain reason and still complete the last column.	Executed Contract Control Number*	Expiration Date of Appropriation
<i>EX: Altamont Little League – improvements to field and bleachers – FY 2015</i>	<i>\$100,000</i>	<i>No, NPO is required to meet conditions as set by DFA/Attorney General's Office prior to receiving approval for funds to be dispersed to County.</i>	<i>NA</i>	<i>6/30/2018</i>

***Get this number from your County Liaison with whom the agreement was created.**

I understand that this form must be submitted with all other required forms for Bernalillo County's review process of my organization's request for 2022 New Mexico State Legislative Session - State Capital Outlay funds to be budgeted and funded by Bernalillo County in anticipation of full reimbursement by the State of New Mexico.

PRINT: Name and Title and Organization

Signature

Date Submitted



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Bernalillo County Previous Contract Agreement Form

Please use this previous Contract Agreement Form to identify all current contract/agreement(s) the NPO has with Bernalillo County. This form must accompany the 2022 State Capital Outlay Request form being submitted to Bernalillo County for consideration. Types of agreements/contracts: Services in Lieu of Rent; FY X State Capital Outlay Agreement; Social Services Grant Agreement; Neighborhood Grant Agreement; Facility Use Agreement, Program Services Agreement, etc.)

Contract/Agreement Title	Contract/Agreement Value	Contract Control Number*	Expiration Date
<i>EX: Social Service Grant for FY 2015 to provide services to homeless youth.</i>	<i>\$10,000</i>	<i>XXXX</i>	<i>6/30/2017</i>

***Get this number from your County Liaison with whom the agreement was created.**

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PRINT: Name and Title and Organization

Signature **Date Submitted**