



Michelle Lujan Grisham, Governor
 Jen Paul Schroer, Cabinet Secretary
 Sarah Jacobs, Deputy Secretary
 Antoinette Vigil, Deputy Secretary

ANNOUNCEMENT

2025 CAPITAL OUTLAY APPLICATION OPEN
 March 11, 2024

The ALTSD Capital Projects Bureau announces the release of the 2025 Capital Outlay Request Application and training opportunities!

[CLICK HERE TO ACCESS THE APPLICATION](#)

Applications will be accepted for code compliance, renovations, new construction, major addition projects, and plan/design projects, vehicles and equipment. The applicant must:

1. Certify the application is supported by the local governing body.
2. Be in compliance with [Executive Order 2013-006](#).
3. The local governing body must have submitted a Senior Facilities 2025-2029 Infrastructure Capital Improvement Plan (ICIP).
4. Provide a Use or Service Agreement (applicable to non-profit providers).
5. [Project Evaluation Form](#) certified by a subject matter expert to verify the criticality of the proposed project.
6. [Asset management listings](#) – Fillable forms under: “Checklist: mandatory documents submitted with application”.



TRAININGS

In-person and on-line training sessions will utilize a “hands-on” approach. ALTSD staff will be available for technical assistance and questions. What you need to bring to the session: 1. Laptop; 2. Login & Password (please try “forgot password” if you do not have your password).

Date	Time	Location
Monday 4/1/2024	1:00-5:00 pm	ALTSD Toney Anaya Building, Rio Grande Room, 2550 Cerrillos Road, Santa Fe, NM Microsoft Teams Meeting ID: 259 851 564 116 Passcode: AYfySk
Thursday 4/3/2024	1:00-5:00 pm	McKinley County Courthouse/Training Center, 207 W. Hill Avenue, 2 nd Floor, Gallup, NM
Thursday 4/4/2024	1:00-5:00 pm	Las Vegas Senior Center, 500 Sabino Street, Las Vegas, NM
Thursday 4/18//2024	10:00 am	NMAAA Summit, 705 S. Telshor Blvd., Las Cruces, NM
Friday 4/26/2024	TBD	NM DFA/LGD ICIP Presentation, Microsoft Teams Meeting

Please RSVP by email to consuelo.holdridge@altsd.nm.gov or call (505) 309-2492, so we can have an accurate head count and to assure that we have plenty of room.

Remember to please visit our website! Forms requested in the application can be found by going to <https://aging.nm.gov/for-our-partners/capital-outlay>

The deadline to submit your 2025 Senior Capital Outlay project requests is May 15, 2024, by 5:00 pm.