Dear Friend,

I am pleased to share this resource guide on how to request Community Project Funding through the appropriations process. This guide is an effort to streamline the process and provide you with the best information available in a clear and concise format. My team and I are committed to creating a fair and equitable process that will be beneficial to Washington State’s 8th Congressional District.

In this guide, you will find an overview of the appropriations process, the Community Project Funding process, answers to many frequently asked questions, my staff contact information, and a brief overview of alternate federal funding sources.

My team and I are looking for your recommendations on Community Project Funding requests that will benefit those who live and work in Washington State’s 8th District. These projects should fill a clear and present need in the community, be administered by local government or eligible nonprofit leadership, and enjoy significant support from the community.

As you prepare your requests, please keep in mind that my office will receive far more Community Project Funding requests than can be fulfilled. As a result, many deserving, appropriate, and eligible projects will not be provided federal assistance in fiscal year 2022. That is why it is extremely important that every project and requestor pursue other grant and federal/state/local funding opportunities where available. My team and I are here to help you secure this important funding.

Thank you again for your interest in this year’s Community Project Funding process. I hope this guide is helpful to you in compiling your Community Project Funding requests. My team is available to answer your questions as needed. Your feedback is essential to ensuring that this guide and process remain user-friendly. I look forward to working with you to bring needed federal resources to Washington State’s 8th District.

Sincerely,

Kim Schrier, M.D.
Member of Congress
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Please submit all **FY 2023 Community Project Funding requests** through my office’s form at [https://schrier.house.gov/services/appropriation-request](https://schrier.house.gov/services/appropriation-request)

*The deadline to submit a Community Project Funding request for FY 2023 is April 10th, 2022.*

Please submit all **FY 2023 Appropriations requests** through my office’s form at [https://schrier.house.gov/services/appropriation-request](https://schrier.house.gov/services/appropriation-request)

*The deadline to submit a programmatic or language request for FY 2023 is April 10th, 2022.*

For specific questions, please reach out to my staff below:

- Alicia Bissonnette, Legislative Assistant
  - [Alicia.bissonnette@mail.house.gov](mailto:Alicia.bissonnette@mail.house.gov)
- Louise O’Rourke, District Director
  - [Louise.orourke@mail.house.gov](mailto:Louise.orourke@mail.house.gov)
- Wendy Muzzy, Grants Coordinator
  - [Wendy.muzzy@mail.house.gov](mailto:Wendy.muzzy@mail.house.gov)
Overview of the Programmatic Appropriations Process

Each year, the United States Congress considers and enacts annual appropriations bills, which provide the federal government with the funding it needs to operate. These bills fund numerous activities, including government operations, medical research, national defense, infrastructure, and education.

I want to ensure that the federal government invests in the policies and programs that help move our communities, state, and country forward. That’s why it’s important I hear directly from you about what our federal budget should prioritize.

You or your organization may submit programmatic or language requests. Programmatic requests include funding for specific federal programs that are important to you or your organization. Language requests include specific policy directives to federal agencies.

We ask that you submit your programmatic or language requests by our April 10th deadline. You and your organization should begin developing your request well in advance to ensure that your request is submitted properly and tailored to the needs of your project. As you develop your request, please feel free to contact my staff and use this resource guide to ensure your project request meets all requirements.

In order to submit a request, please complete the form on my website at https://schrier.house.gov/services/appropriation-request. We cannot guarantee that requests submitted after the deadline noted on my form will be considered. If you have problems or questions while completing these forms, please feel free to contact my staff.

My team will review each request. The entire appropriations process can take several months. Appropriations bills approved by the House Appropriations Committees must be agreed to by both houses of Congress and signed into law by the President before the end of the fiscal year on September 30th. Your patience during this lengthy process is greatly appreciated.
Overview of the Community Project Funding Process

The House Appropriations Committee will be accepting Community Project Funding requests for Fiscal Year 2023. These requests will be funded through the numerous government funding bills.

My team and I are looking forward to recommending important local projects for federal funding this year. However, it is important that you know how this process will work.

First, you should know that my team and I expect to receive hundreds of requests for funding. While it’s my goal to fund as many projects as possible, Members of Congress can only submit fifteen requests to fund Community Projects, and we cannot guarantee what will be funded. To assist me in this process I will be including a board of community advisors within my team. They will review all funding requests and recommend which projects would best serve the 8th district. This board is made of strong community leaders from the 8th district.

Second, it is important that any request you make satisfies every requirement laid out by the House Appropriations Committee. Most importantly, each request must include demonstrated community support. You will be required to submit evidence of community support, including (but not limited to):

- Letters of support from elected community leaders.
- Press articles highlighting the need for the specific project.
- Resolutions passed by local/county/state governments.
- Projects listed on community development plans, state intended use plans, and other publicly available planning documents.
- Support from local newspaper editorial boards, etc.

Additional requirements are listed below:

- A financial disclosure statement from myself certifying that neither my immediate family nor I have any financial interest in the proposed project.
- No funds can be used by for-profit recipients.
- Matching funding from the state/local government must be available for most projects. (Matching funding does NOT have to be in-hand, but officials must have a plan to meet this requirement). If you have questions relating to your projects matching requirements, please contact our office.
- Each project is asking for funding only for FY 2023.

In the interest of transparency, all Members are required to post all Community Project Funding requests submitted to the committee on their website. The posting must include the name of the proposed recipient, the address, the amount of the request, and an explanation of the purpose and justification for the use of taxpayer funds.

As more information becomes available, this guide will be updated.
Community Project Funding Eligible Accounts

Agriculture, Rural Development, Food and Drug Administration, and Related Agencies

Community Project Funding requests will be accepted for the five accounts as noted below. The guidance document gives you more detail about these accounts:

- Rural Development, Rural Community Facility Grants
- Rural Utilities Service, ReConnect Grants
- Agricultural Research Service, Buildings and Facilities
- Rural Utilities Service, Distance Learning and Telemedicine Grants
- Natural Resources Conservation Service, Conservation Operations (*new)

Rural Community Facilities Grants

Grants to purchase, construct, or improve essential community facilities, to purchase equipment, and pay other related project expenses. Essential community facilities include, but are not limited to, healthcare facilities, public facilities, public safety measures, educational services, or other community support services. Examples of eligible projects include medical or dental clinics, town halls, courthouses, childcare centers, police or fire departments, public works vehicles, or distance learning equipment. Any project must serve a rural area as specified in 7 CFR 3570.53 (rural areas including cities, villages, townships and Federally Recognized Tribal lands with no more than 20,000 residents), and the Member’s request must demonstrate community support. Members should ensure that their request provides the fullest description of the project as possible. Submissions should include details on all proposed uses of funds, activities that will occur, timeline, and detailed information on the complete service territory, including median household income of the proposed project.

Please review all program regulations carefully, most notably:

- Cost share requirements. The Community Facilities program has a cost share calculated on a graduated scale. The applicant should be aware of any cost share as documented in 7 CFR 3570.63(b).
- Credit Elsewhere Test. Applicant shall certify they cannot finance the project from their own resources and credit is not otherwise available on reasonable terms from non-Federal sources.

Community Facilities grants generally cannot be used to pay initial operating expenses or annual recurring expenses, refinance existing debt, pay interest, build or repair facilities in non-rural areas, or pay for construction costs of facilities that will be used for commercial rental space.

The State Rural Development Office is a valuable resource to answer program questions, including eligibility.
For fiscal year 2022, the average CPF funding level was just over $1 million. Please note that the Committee will consider higher project requests for fiscal year 2023. However, projects requesting significantly more than that average may be more difficult to fund and funding will depend on program demand and other variables. Any future potential project caps will be determined by the Chair after reviewing the full universe of requests.

ReConnect Program

ReConnect broadband pilot grants facilitate broadband deployment in rural areas. Grants funds can be used for the costs of construction, improvement, or acquisition of facilities and equipment needed to provide broadband service to rural areas without sufficient broadband access.

The area must be rural and lack sufficient access to broadband service. A rural area is any area which is not located within a city, town, or incorporated area that has a population of greater than 20,000 inhabitants. Sufficient access to broadband is defined as greater than 90% of any rural area in which households have fixed, terrestrial broadband service delivering at least 25 Mbps downstream and 3 Mbps upstream. Mobile and satellite services will not be considered in making the determination of sufficient access to broadband.

Stand-alone, middle-mile projects are not eligible under the ReConnect Program. However, middle-mile facilities are eligible if they are needed to bring sufficient broadband service to all premises in the area.

It is strongly recommended that Community Project Funding requests include specific information, such as the number of households, businesses, or farms that would be served in the area, what the performance of the service to be offered would be, and whether healthcare or educational facilities would be served.

For fiscal year 2022, the average ReConnect CPF award was nearly $2 million. Please note the subcommittee will consider higher project requests for fiscal year 2023. However, projects requesting significantly more than that average may be more difficult to fund and funding will depend on program demand and other variables.

Applicants are reminded that all policies and procedures apply, including environmental and related reviews and the cost share requirement of 25% of the overall project cost. For the full regulations around ReConnect, see here.

Department of Agriculture Agricultural Research Service, Buildings and Facilities

The Agricultural Research Service (ARS) owns and operates laboratories and facilities across the United States. Many of these laboratories/facilities are decades old, have outlived their functional lifespan, and are badly in need of major repairs, renovation, or replacement. Facility requests must be for ARS-owned facilities or for facilities that will enhance ongoing ARS work. Requests can assist in the acquisition of land, construction, repair, improvement, extension, alteration, and purchase of fixed equipment or facilities as necessary to carry out the agricultural research programs of the Department of Agriculture.
It is strongly encouraged that Community Project Funding requests include details on the research to be conducted, why the research is a high priority, as well as details on the modernization and why it is critical in carrying out the research.

Additional information required includes:
- estimated start date of the project?
- how soon could the feasibility/engineering design phase commence? [mm/yy]
- does the project have distinct and separable phases?
- what is the estimated completion date of the project?
- When does completion of construction occur? [mm/yy]

Requests for ARS-owned facilities will be given priority for funding by the committee. Detailed program information found here: https://www.ars.usda.gov/about-ars/

Department of Agriculture Distance Learning and Telemedicine Grants

The Distance Learning and Telemedicine program (DLT) helps rural residents better utilize the enormous potential of modern telecommunications and the internet for education and healthcare, two critical components of economic and community development. The DLT program helps rural communities acquire the technology and training necessary to connect educational and medical professionals with students, teachers, and patients in rural areas.

Grants may be used for audio and video equipment, broadband facilities that support distance learning or telemedicine (not actual broadband), computer hardware or network components/software, and acquisition of instructional programing. The program requires a 15% match that cannot come from another federal source.

The State Rural Development Office is a valuable resource to answer program questions, including eligibility.

Competitive awards typically range from $50,000 to $1,000,000 and the Committee will consider projects in this range. This a new account for the fiscal 2023 House process; in fiscal year 2022, the average Senate CPF in this account was $359,000. Members are strongly encouraged to provide as much detail as possible on how the award will be utilized, what equipment of service will be acquired and any information on population(s) served. The program is intended to serve rural areas with populations of 20,000 or less.

Department of Agriculture Natural Resources Conservation Service, Conservation Operations

The Natural Resources Conservation Service (NRCS) supports private landowners, conservation districts, and other organizations to conserve, maintain, and improve the Nation’s natural resources. Conservation Operations has four major program components: Conservation Technical Assistance, Soil Survey, Snow Survey and Water Supply Forecasting, and Plant Materials Centers. Examples of specific objectives include reduce soil erosion, improve soil health, enhance water supplies, improve water
quality, increase wildlife habitat, and reduce damage caused by floods and other natural disasters. Due to the newness of the urban agriculture program, the subcommittee will not consider such proposals this year as part of CPFs in Conservation Operations.

Applicants are strongly encouraged to provide details on the work to be done, including if the project will conduct surveys, investigations, or research, and if there is a plan to publish the results of any such work. Applicants should also describe any preventive measures to be taken, such as engineering operations, methods of cultivation, or changes in use of land.

This is a new account for the fiscal year 2023 House process; in fiscal year 2022, the average Senate CPF in this account was $1.1 million. The Committee will consider higher project requests for fiscal year 2023. However, projects requesting significantly more than that average may be more difficult to accommodate and will depend on program demand and other variables. Any future potential project caps will be determined by the Chair after reviewing the full universe of requests.
Applicants may submit community project funding requests in the following accounts:

- Department of Justice; Byrne Justice Assistance Grants (JAG)
- Department of Justice; Community Oriented Policing Services (COPS) Technology and Equipment
- Department of Commerce; National Oceanic and Atmospheric Administration (NOAA) Operations, Research, and Facilities
- Department of Commerce; National Institute of Standards and Technology; Scientific and Technical Research and Services [New]
- Department of Commerce; National Institute of Standards and Technology; Construction of Research Facilities [New]
- National Aeronautics and Space Administration (NASA); Safety, Security and Mission Services

Department of Justice - State and Local Law Enforcement Assistance - Byrne Justice Assistance Grant (JAG)

Byrne JAG Grants assist state, local, and tribal law enforcement efforts to prevent crime, improve the criminal justice system, provide victims’ services, and other related activities. Community projects funded under this category must comply with the requirements cited in JAG statutes and be consistent with U.S. Department of Justice guidance for the program. Below are the links to the Department’s guidance and frequently asked questions regarding Byrne-JAG:

https://bja.ojp.gov/program/jag/overview

The House Appropriations Committee encourages community project funding designed to help improve police-community relations. Historically, the House Appropriations Committee has not funded vehicles or building construction or renovation as part of community project funding under this account. The median award in this account for FY 22 was $500,000.

Department of Justice - Community Oriented Policing Services (COPS) - Technology and Equipment

Funding will be provided for community project grants for State, local, and tribal law enforcement to develop and acquire effective technologies and interoperable communications that assist in investigating, responding to, and preventing crime, provided that such equipment meets the applicable requirements of the National Institute of Standards and Technology (NIST) Office of Law Enforcement Standards (OLES).

This funding will allow recipients the opportunity to establish and enhance any of a variety of technical equipment and/or programs to encourage the continuation and enhancement of...
community policing efforts within their jurisdictions. These projects should help improve police effectiveness and the flow of information among law enforcement agencies, local government service providers, and the communities they serve.

Historically, the Committee has not funded vehicles or building construction or renovation as part of community project funding under this account. Recipients of community project funding under this account may not subgrant to other organizations or agencies. The median award in this account for FY 22 was $520,000.

Department of Commerce - National Oceanic and Atmospheric Administration (NOAA), Operations, Research, and Facilities

Community project funding for NOAA will only be considered within the Operations, Research, and Facilities account. This account does not fund construction projects, and as such, any such requests will not be considered. Requests for funding will be considered for research, demonstration, or education projects performed by external partners or for prioritizing NOAA internal funds for geographically specific projects. Any such project must be aligned with NOAA’s mission and within their existing authorities. The median award in this account for FY 22 was $750,000.

Please note:

The Office of Marine and Aviation Operations is not eligible for Community Project Funding requests.

Coastal Zone Management funds are distributed to states on a formula basis and will not be considered for community project funding.

Historically, the Committee has not funded vehicles or building construction or renovation as part of community project funding under this account.

Department of Commerce - National Institute of Standards and Technology; Scientific and Technical Research and Services

The National Institute of Standards and Technology (NIST) is a physical sciences laboratory and non-regulatory agency of the United States Department of Commerce. Its mission is to promote American innovation and industrial competitiveness. Funding must be for activities consistent with and supportive of NIST’s mission and within its authorities, such as STEM education activities, scientific research, or other activities that support American manufacturing and industry.

This account does not fund vehicles or building construction or renovation. The median award in this account for FY 22 was $1,250,000. This account does not fund vehicles or building construction or renovation.
Department of Commerce - National Institute of Standards and Technology; Construction of Research Facilities

The National Institute of Standards and Technology is a physical sciences laboratory and non-regulatory agency of the United States Department of Commerce. Its mission is to promote American innovation and industrial competitiveness. This account funds the construction and renovation of research facilities, provided that such facilities will be used in a manner that is aligned with and supportive of the mission of NIST. The median award in this account was $10 million in FY 22, but this account was not open to community project funding in the House in FY 22.

National Aeronautics and Space Administration (NASA) - Safety, Security, and Mission Services

Funding must be for activities consistent with and supportive of the work of NASA’s mission directorates and within the agency’s authorities, such as STEM education activities and scientific research. Funding for building construction or renovation projects will not be considered for community project funding. The median award in this account for FY 22 was $900,000.
Defense Subcommittee

The Subcommittee on Defense will accept project requests in the following accounts:

- Research, Development, Test, and Evaluation Army
- Research, Development, Test, and Evaluation Navy
- Research, Development, Test, and Evaluation Air Force
- Research, Development, Test, and Evaluation Space Force
- Research, Development, Test, and Evaluation Defense-Wide

Please contact a member of staff if you wish to discuss potential community project funding for one of these categories.
Energy and Water Development Subcommittee

The Subcommittee will only consider Community Project Funding requests in the following agencies, accounts, and topic areas:

**Corps of Engineers:**
- Investigations
- Construction
- Mississippi River and Tributaries
- Operation and Maintenance

**Bureau of Reclamation:**
- Water and Related Resources

**Department of Energy**
Topics include:
- energy efficiency, renewable energy, sustainable transportation
- cybersecurity, energy security, emergency response
- electricity, energy storage
- nuclear energy
- fossil energy, carbon management, critical minerals

All requests for the Corps of Engineers (Corps) and the Bureau of Reclamation (Reclamation) accounts listed above should reflect a funding amount that can be realistically utilized in Fiscal Year 2023. It is possible that approved Community Project Funding requests will be funded at a level lower than the requested level.

Requestors are encouraged to keep in mind that only a very limited number of new start projects will be considered, if any, in the Investigations, Construction, and Mississippi River and Tributaries accounts. Similarly, requestors are encouraged to keep in mind that only a very limited number of Environmental Infrastructure projects, if any, will be considered in the Construction account. A very limited number of Continuing Authorities Program projects will be considered in the Construction account. Projects authorized under sections 4007, 4009(a), and 4009(c) of the Water Infrastructure Improvements Act for the Nation (WIIN) Act of 2016 (Public Law 114-322) will **not** be accepted.

More information found [here](#)
Projects will be considered under the following categories:

- General Services Administration, Federal Buildings Fund - New Construction, Major Repairs and Alterations, and Basic Repairs Accounts
- National Archives and Records Administration, National Historical Publications and Records Commission [new]
- Small Business Administration, Small Business Initiatives [new]

Small Business Administration, Small Business Initiatives

This account provides funds for initiatives related to small business development and entrepreneurship, including programmatic and construction activities. Projects in support of small businesses, including but not limited to entrepreneur training, workforce development, counseling, research, and construction or acquisition of facilities. The average award in this account for FY22 was $650,000.

More information found here.

National Archives and Records Administration, National Historical Publications and Records Commission

This account promotes the preservation and use of America’s documentary heritage essential to understanding our democracy, history, and culture. Projects that help ensure online public discovery and use of historical records collections, encourage public engagement with historical records, strengthen the nation’s archival network, or publish documentary editions of historical records. Generally, projects should comply with the eligibility requirements for existing National Historical Publications and Records Commission grants programs as specified at https://www.archives.gov/nhprc/apply/eligibility.html.

This account was not eligible for community project funding in the House in FY22 but was eligible for equivalent funding in the Senate. The average award in FY22 was just under $500,000.

General Services Administration, Federal Buildings Fund - New Construction, Major Repairs and Alterations and Basic Repairs Accounts

Projects are limited to line items in the GSA Federal Buildings Fund requested by the Administration in either the FY22 or FY23 budget request. This account was not eligible for community project funding in the House in FY22 but was eligible for community project funding in the Senate. The awards in FY22 ranged from $500,000 to $50 million.
Homeland Security Subcommittee

The Subcommittee on Homeland Security will accept Community Project Funding requests for only the following Federal Emergency Management Agency—Federal Assistance accounts:

- Pre-Disaster Mitigation grants; and
- Emergency Operations Center grants.

More information here

Federal Emergency Management Agency - Pre-Disaster Mitigation Projects

Only projects that meet the requirements detailed in the most recent Notice of Funding Opportunity for the Building Resilient Infrastructure and Communities (BRIC) grant program will be considered for funding, including the cost-share requirement and environmental and historic preservation requirements, as applicable. For any projects designated for funding in the final fiscal year 2023 Homeland Security Appropriations Act, the state agency responsible for administering mitigation grants in the requestor’s state must submit an application to the Federal Emergency Management Agency, and that entity will serve as the administrative agent for the grant. Therefore, all project proposals must be accompanied by a letter of support from the appropriate state agency affirming that it believes the project is eligible.

Federal Emergency Management Agency - Emergency Operations Center Grant Program

Only projects that meet the requirements detailed in the most Notice of Funding Opportunity for the Emergency Operations Center Grant Program, including the cost-share requirement and environmental and historic preservation requirements, as applicable, will be considered for funding. For any projects designated for funding in the final fiscal year 2023 Homeland Security Appropriations Act, the respective state administrative agency (SAA) must submit an application to the Federal Emergency Management Agency, and that agency will serve as the administrative agent for the grant. Therefore, all project proposals must be accompanied by a letter of support from the appropriate SSA affirming that it believes the project is eligible.

Project funding for fiscal year 2022 ranged between $36,000 and $3,000,000 for Emergency Operations Center grants and between $150,000 and $9,950,000 for Pre-Disaster Mitigation grants. We do not expect to fund projects for fiscal year 2023 that exceed the maximum amounts for fiscal year 2022.
**Interior and Environment Subcommittee**

Projects may be submitted for consideration under the following accounts:

- Federal land acquisitions through the Land and Water Conservation Fund.
- Save America’s Treasures historic preservation projects within the National Park Service. [new]
- Environmental Protection Agency State and Tribal Assistance Grants for certain water infrastructure projects.
- Certain State and Private Forestry projects within the U.S. Forest Service.

Department of Interior - Land Acquisition through the Land and Water Conservation Fund

Federal acquisition of lands and water and interests therein must be for the purpose of land and habitat conservation and the encouragement of outdoor recreation, as established by the Land and Water Conservation Fund (LWCF) Act of 1965. Land acquisition project requests funded from the LWCF should be requested through the agency that would manage the land being acquired. The four land management agencies are: within the Department of the Interior, (1) the Bureau of Land Management, (2) the Fish and Wildlife Service, (3) the National Park Service; and within the Department of Agriculture, (4) the Forest Service. Third party organizations (i.e. The Nature Conservancy, Trust for Public Land, etc.) frequently participate in the federal acquisition process by coordinating the negotiation and purchase of tracts. If the project you are requesting involves a third-party organization, please be mindful that funding for a land acquisition project goes to the agency that will manage the land.

The Great American Outdoors Act of (Public Law 116-152) and the Consolidated Appropriations Act, 2021 (Public Law 116-260) mandates that the president submit, along with the upcoming fiscal year’s budget request, proposed and supplemental project lists. Projects that appear on the proposed lists are considered programmatic requests and should not be requested for Community Project Funding. Additional consideration will be given by committee for projects that appear on the supplemental list. When submitting your request, please indicate whether the project is on the GAOA’s list.

National Park Service - Save America’s Treasures (SAT)

The Save America’s Treasures grant program is for preservation and/or conservation work on nationally significant collections and historic properties. The SAT program falls under the purview of the Historic Preservation Fund account and was established in 1998 to celebrate America’s premier cultural resources in the new millennium.

The existing competitive grant program funds two categories of projects: awards managed by the National Park Service (NPS) for preservation projects at properties listed in the National Register of
Historic Places for national significance or designated a National Historic Landmark; and awards managed by the Institute of Museum and Library Services for projects involving nationally significant collections (including artifacts, museum collections, documents, sculptures, and other works of art).

To be considered for Community Project Funding, each applicant must provide information consistent with competitive application requirements. All grant recipients must comply with relevant requirements for recipients of Federal financial assistance and program-specific requirements found here on NPS’s SAT website.

Consistent with prior years, Members are encouraged to consider a project funding threshold of up to $500,000 when making requests in this account. This a new account for the FY23 House process.

All SAT grants require a dollar-for-dollar non-federal matching share. Recipients of any SAT project funded in the Interior bill must be able to match the amount provided. The property must be on the National Register of Historic Places in order to be eligible to receive funding. Grants are not available for work on sites or collections owned by the NPS. Other federal agencies working with a nonprofit partner to preserve the historic properties or collections owned by the federal agency may submit applications through the partner. If the project has received previous appropriations, it is not eligible. A building or structure may only receive one SAT grant. Previous SAT projects can be viewed here: https://go.nps.gov/satmap. If the historic structure has been moved, it is probably not eligible for funding. Demolition of an historic building or significant changes to it are not eligible projects under the SAT grant program.

Environmental Protection Agency - State and Tribal Assistance Grants (STAG)

Most requests made to the Interior Subcommittee are for STAG infrastructure grants. These grants fund local wastewater and drinking water infrastructure projects. This includes construction of and modifications to municipal sewage treatment plants and drinking water treatment plants. Similar to past practice, the Committee will be limiting STAG infrastructure grants only to projects that are publicly-owned or owned by a non-profit entity and that are otherwise eligible for the funding from that state’s Clean Water or Drinking Water State Revolving Funds (SRF) loan programs. Privately-owned projects are NOT eligible for infrastructure grants, even if they are otherwise eligible for assistance under a SRF program. The Committee will look favorably upon requests for projects that are listed on a state’s most recent Intended Use Plan.

There is a minimum 20% cost share requirement for any portion of a project funded through a STAG infrastructure grant. For example, a $1 million project could receive a maximum of $800,000 from the Federal government, with the remaining $200,000 the responsibility of the grantee. In almost all cases, other federal funds cannot be used to meet this 20% cost share. Ability to fund the 20% cost share is required before EPA can award a STAG grant. Please note that only the non-federal portion of assistance provided by a SRF can be applied towards a project’s matching requirement.

STAG projects have very specific eligibility requirements, and the Committee will not consider
projects that do not meet those requirements. In FY22, the majority of EPA STAG infrastructure projects funded in the House bill ranged from $60,000 - $3,500,000, though there were a handful of exceptions.

Projects that generally **ARE NOT** eligible for STAG Grants include:

**Clean Water/Wastewater**

1. Land: except for projects described in the subsequent table under eligibility #11
2. Operations and Maintenance Costs.
3. Non-Municipal point source Control.
4. Acid Rain Drainage Correction.
5. Ambient Water quality monitoring.
6. Flood Control Projects, unless the project is otherwise managing, reducing, treating, or recapturing stormwater.
7. Privately Owned Sewer Pipes.

**Drinking Water**

1. Dams or rehabilitation of dams.
2. Operations and Maintenance Costs.
3. Water Rights, except if the water rights are owned by a system that is being purchased through consolidation as part of a capacity development strategy or if the water rights purchase is covered by EPA’s DWSRF Class Deviation for Water Rights 2019.
4. Reservoirs, except for finished water reservoirs and those reservoirs that are part of the treatment process and are located on the property where the treatment facility is located.
5. Laboratory Fees for Monitoring.
6. Projects needed mainly for fire protection.
7. Projects for systems that lack adequate technical, managerial, and financial capability, unless assistance will ensure compliance.
8. Projects for systems in significant noncompliance unless funding will ensure compliance.

Projects that generally **ARE** eligible for STAG Grants:

**Clean Water/Wastewater**

1. Wastewater treatment plants, including sludge handling facilities - new, upgraded (increase in treatment level) or expanded (increase in treatment capacity) facilities, including biological facilities, mechanical, a lagoon system, a land treatment system, or individual on-site systems.
2. Collector Sewers - Small sewers that convey wastewater from residences, commercial establishments, and industrial sites to larger interceptor sewers.
3. Interceptor Sewers - Large sewers that convey wastewater from collector sewers directly to a wastewater treatment facility.
4. **Sewer Pipes - Rehabilitation** is eligible only if pipes are publicly owned.

5. **Outfall Sewer** - A sewer that conveys treated wastewater from a wastewater treatment facility to the receiving waters (i.e., a river, stream, lake, ocean, etc.).

6. **Stormwater Management** - Measures to manage, reduce, treat, or recapture stormwater or subsurface drainage water (i.e. storm sewers, green infrastructure, etc.).

7. **Combined sewer overflow (CSO) control and sanitary sewer overflow (SSO) control** - Combined sewers are sewers that convey both wastewater and storm water and may overflow during periods of heavy rain. The costs to correct CSO and SSO overflow problems are eligible.

8. **Infiltration/Inflow Correction** - Construction activities that prevent surface water or groundwater from entering the sewer system.

9. **Water Security** - These projects include installation or upgrade of physical security infrastructure such as lighting, fencing, monitoring and access control. Also, cybersecurity measures, installation of safer treatment technologies, and more secure storage of on-site treatment.

10. **Septic Tanks** - Remediation, rehabilitation, removal, and replacement of failing tanks are eligible, as well as installation of new tanks where none had previously existed.

11. **Land** - The leasing and fee-simple purchase of land, including surface and subsurface easements, needed to locate eligible municipal or tribal projects, and land integral to the treatment process (e.g., land for effluent application or recharge basins), and a place to store equipment and material during POTW construction. Municipal purchase of land and/or conservation easements for source water protection are also eligible.

12. **Water Reuse** - Projects involving the municipal reuse or recycling of wastewater, stormwater, or subsurface drainage water. This includes but is not limited to the purchase and installation of treatment equipment sufficient to meet reuse standards, distribution systems to support effluent reuse, recharge transmission lines, injection wells, and equipment to reuse effluent (e.g., gray water, condensate, and wastewater effluent reuse systems).

13. **Capital Nonpoint Source Pollution Control Projects** – e.g., river or streambank restoration, agricultural best management practices (i.e., buffer strips, manure containment structures), wetlands restoration, etc.

**Drinking Water**

1. Facilitate compliance with national primary drinking water regulations or address serious risks to public health including non-regulated contaminants (i.e. PFAS).

2. Rehabilitate or develop water sources (excluding reservoirs, dams, dam rehabilitation and water rights) to replace contaminated sources.

3. Install or upgrade treatment facilities.

4. Install or upgrade storage facilities, including finished water reservoirs, to prevent microbiological contaminants from entering the water system.

5. Install or replace transmission and distribution pipes to prevent contamination caused by
leaks or breaks in the pipe or improve water pressure to safe levels.

6. Projects to consolidate water supplies – for example, when individual homes or other public water supplies have a water supply that is contaminated, or the system is unable to maintain compliance for financial or managerial reasons – are eligible for DWSRF assistance.

7. Land is eligible only if it is integral to a project that is needed to meet or maintain compliance and further public health protection.

8. Project planning, design, and other related costs.

U.S. Forest Service - State and Private Forestry

The Forest Service is an agency within the Department of Agriculture. Requests that do not fit into the described categories below are unlikely to be eligible for funding under the Forest Service.

The State and Private Forestry account provides technical and financial assistance, usually through the network of State Foresters, to improve the management, protection, and utilization of the Nation’s forests. Community projects are usually limited and include various specific urban and community forestry projects and specific forest disease or pest treatment areas. Community Project Funding requests may also include specific State fire assistance projects or specific forestry assistance projects in this account. Inclusion of projects listed on any federal or state ordinal list, or that are clearly demonstrated to meet the goals of a State Forest Act Plan, are encouraged. In FY22, the majority of State and Private Forestry projects in the House bill ranged from $50,000 - $750,000.

**Note, State and Private Forestry projects are required to meet the 1:1 matching requirement mandated by the Forest Service.** Keep this in mind when considering the amount being requested for the project. The amount being requested can be no more than half of the total project cost to account for matching funds being used (ex. If a project has been calculated to cost $200,000, then a request for a CPF can be no more than $100,000 for that project to allow for 1:1 matching funds to be used.) Additionally, project amounts should be to the nearest thousand (ex. $100,000 instead of $100,500). Projects that are listed on any federal or state ordinal list or are clearly demonstrated to meet the goals of a State Forest Action Plan(s) are encouraged.
**Labor, Health and Human Services, and Education Subcommittee**

Projects within the following accounts may be submitted for consideration:

- Department of Labor—Employment and Training Administration—Training and Employment Services
- Department of Health and Human Services—Health Resources and Services Administration
- Department of Health and Human Services—Substance Abuse and Mental Health Services Administration—Health Surveillance and Program Support
- Department of Health and Human Services—Administration for Children and Families—Children and Families Services Programs
- Department of Health and Human Services—Administration for Community Living—Aging and Disability Services Programs
- Department of Education—Innovation and Improvement
- Department of Education—Higher Education

**Department of Labor** – Employment and Training Administration - Workforce Innovation and Opportunity Act Demonstration Program

Community project funding is designated under Training and Employment Services.

These projects must meet all statutorily mandated requirements, except that they are exempt from the requirement to compete. In addition, all projects must:

1. Include direct services to individuals to enhance employment opportunities.
2. Demonstrate evidence of a linkage with the State or local workforce investment system; and
3. Include an evaluation component.

Equipment purchases may be included within community project funding only as an incidental part of the entire project. A similar standard applies to curriculum development, which should be incidental to the project’s emphasis on direct services to individuals.

Community project funding **cannot** be used for construction or renovation of facilities. House project amounts in this account were funded between $100,000 and $2,000,000 in FY 2022.
Requests that fit into one of the below categories are eligible for Community Project Funding under HRSA.

Health Facilities Construction and Equipment

Grants to help with the cost of construction, renovation, or capital equipment for facilities for provision of health, mental health, or substance abuse services, training of health professionals, or medical research. Examples of eligible facilities include hospitals; health centers and clinics; skilled nursing facilities; mental health centers; facilities for schools of medicine, nursing, or other health professions; and medical research laboratories.

In addition to construction and renovation, grants can be used to acquire capital equipment, such as lab equipment or x-ray machines. Equipment-only grants—that is, grants not involving construction—are permissible (and commonly done). Generally, any equipment having a useful life of more than one year and a unit cost of at least $5,000 will be eligible as capital equipment. In addition, equipment with lower costs may also be eligible, if it is treated as an item of capital expense under the recipient institution’s pre-existing, written accounting policies. Equipment expenses for health information systems and electronic medical records systems are permitted expenditures. The costs of expendable supplies such as pharmaceuticals, lab chemicals, or office paper are not eligible.

HRSA Health Facilities grants cannot be used to acquire land or purchase existing buildings, or to pay salaries or other operating costs. They cannot be used to pay for work previously completed. Grants can be used for architectural and engineering costs associated with an eligible construction project but cannot be used for general feasibility studies. House project amounts in this account were funded between $100,000 and $2,000,000 (or up to $4,000,000 for projects jointly submitted by multiple Members) in FY 2022.

Substance Abuse and Mental Health Services Administration (SAMHSA)

Community project funding through SAMHSA provides resources for substance use and/or mental health services — including prevention, harm reduction, treatment, or recovery support services.

Community project funding within SAMHSA should be submitted through the Health Surveillance and Program Support account.

Generally, SAMHSA projects cover:

- Evidence-based substance use disorder and/or mental health treatment services.
- Evidence-based harm reduction activities.
- Crisis services, including 24-hour mobile crisis teams.
- Suicide prevention activities including awareness training, screening, referral to treatment, as well as postvention activities.
• Recovery support services, which includes case management, outreach, peer recovery mentors, peer support specialists, childcare, training, transportation, and housing, as well as helping individuals to navigate these various services.
• Screening and assessment of individuals, including the presence of co-occurring mental and substance use disorders and referral to treatment.
• Referral and access to treatment services.
• Educational materials on substance misuse, HIV prevention, hepatitis prevention, and mental health promotion.
• Practitioners or community members training on evidence-based behavioral health practices.
• FDA-approved medications for the treatment of opioid use disorders in combination with comprehensive psychosocial services, including counseling, behavioral therapies, recovery support services, and other clinically appropriate services.
• Projects that support the hiring of behavioral health providers.
• Limited indirect costs that are directly related to the projects.

Note: This is not an exhaustive list of the types of programs and services that SAMHSA funds. A listing of SAMHSA NOFO’s can be found at: https://www.samhsa.gov/grants/grantannouncements.

SAMHSA project funds cannot be used for:
• Inpatient treatment or hospital-based detoxification services.
• Direct payments to individuals to enter treatment or continue to participate in prevention or treatment services.
• Meals and food.
• Research projects (e.g., scientific, academic, clinical trials, studies, development of research technology).
• Construction (other than a limited amount of renovation necessary to carry out a funded project).

More information on allowable or unallowable costs can be found on the HHS Webpage at: https://www.hhs.gov/grants/grants/index.html

House project amounts in this account were funded between $100,000 and $2,000,000 in FY 2022.

Administration for Children and Families (ACF) [new]

Community project funding within ACF should be submitted through the Children and Families Services Programs account and must fall under one of the following categories:
• Child Abuse Prevention — Community project funding may be used for projects to improve the prevention, assessment, identification, and treatment of child abuse and neglect through research, model service improvement, information dissemination, and technical assistance. Projects must serve or target children and families who are at risk or who have experienced child abuse and neglect.
• Social Services Research and Demonstration — Community project funding may be used for projects to promote the ability of families to thrive through financial self-sufficiency in order to
prevent and reduce poverty and to promote the healthy development and greater well-being of children and families. Projects can serve a diverse population including low-income individuals, children, youth, families, individuals with developmental disabilities, and Native Americans.

ACF community project funding cannot be used for construction or renovation of facilities. The House LHHS bill did not include projects in this account in FY 2022. The Committee expects to consider project amounts in this account between $100,000 and $2,000,000 for FY 2023.

Administration for Community Living (ACL) [new]

Community project Community project funding within ACL should be submitted through the Aging and Disability Services Programs account. Community project funding may be used for projects to improve or create new opportunities for older adults, individuals of all ages with disabilities, and their eligible family caregivers, to live independently and participate fully in their communities. Generally, community project funding should focus on improving access to, or the quality of, education, health services, training, support services, and independent living services for older adults, individuals with disabilities, and eligible family caregivers.

ACL community project funding cannot be used for construction or renovation of facilities. The House LHHS bill did not include projects in this account in FY 2022. The Committee expects to consider project amounts in this account between $100,000 and $2,000,000 for FY 2023.

Department of Education – Elementary and Secondary Education - Innovation and Improvement

Community project funding for elementary and secondary education should be submitted through the Innovation and Improvement account. Elementary and secondary education community project funding includes instructional services, afterschool centers, curricula development, teacher training, acquisition of books and computers, arts education, social and emotional learning activities, full-service community schools, and early childhood education. In general, the focus of elementary and secondary education community project funding should be providing early childhood or K-12 educational services.

Community project funding to provide and improve special education services at the elementary and secondary levels are also eligible under elementary and secondary education. Community project funding may include early intervention services for infants and toddlers, transition services, and postsecondary education services.

Eligible grantees are state education agencies, school districts, colleges and universities, and other public and private nonprofit entities. Generally, community project funding intended for individual schools is provided to the applicable school district and not directly to the individual school.

Community project funding cannot be used for construction or renovation of school buildings, except in the case of minor remodeling required as part of technology upgrades. Daycare and childcare projects
that do not include educational services are also not eligible. House project amounts in this account were funded between $100,000 and $2,000,000 in FY 2022.

Department of Education – Postsecondary Education - Fund for the Improvement of Postsecondary Education (FIPSE)

Community project funding can be designated under this heading for a wide variety of higher education projects. Generally, community project funding should focus on improving access to, or the quality of, postsecondary education. Community project funding cannot be used for construction or renovation of academic buildings, except in the case of minor remodeling required as part of technology upgrades.

Examples of the types of projects that can be funded under FIPSE include projects to hire and train faculty, establish and improve degree programs, improve teacher preparation programs, develop and improve curricula, upgrade technology and telecommunications, acquire science laboratory equipment, provide student support, implement university partnerships with school districts, and establish research and training centers.

Grantees are usually colleges and universities but may include other public and private nonprofit organizations. House project amounts in this account were funded between $100,000 and $2,000,000 in FY 2022.

Limitations on Education-Related Community Project Funding

Except where specifically authorized, community project funding cannot be used for construction (or the acquisition of property) or renovation of buildings. In addition, grantees may not restrict participants based on race, ethnicity, or gender. To ensure adequate flexibility in carrying out projects, descriptions should not refer to specific years or school years given the potential for delays in the obligation and implementation of awards.
Military Construction, Veterans Affairs Subcommittee

Department of Defense - Military Construction Accounts

Construction and Unspecified Minor Construction—Active Components

Eligible community project requests include both construction and unspecified minor military construction projects for active components. An unspecified minor military construction project is a project that has an approved cost equal to or less than $6,000,000. The types of projects under this heading include construction, installation, equipment of temporary or permanent public works, military installations, and facilities for the accounts listed below:

- Army
- Navy and Marine Corps
- Air Force
- Space Force
- Defense-Wide Agencies (Special Operations Command (SOCOM), Defense Logistics Agency (DLA), etc.)

Construction and Unspecified Minor Construction—Reserve Components

Eligible community project requests include both construction and unspecified minor military construction projects for Reserve Components. An unspecified minor military construction project is a project that has an approved cost equal to or less than $6,000,000. Some Reserve Component projects require a state funding match. It must be determined whether the proposed project requires such a match and if so, confirm that the project has current State match funding before the request can be considered. The types of projects under this heading include construction, expansion, rehabilitation, and conversion of facilities for training and administration for the accounts listed below:

- Army National Guard
- Air National Guard
- Army Reserve
- Air Force Reserve
- Navy Reserve

Planning and Design

Planning and design funding can be requested for specific projects when they are not yet at 35 percent design and therefore ineligible for construction funding. The types of projects under this heading include improving facility resilience, study, planning, design, and architect and engineer services for the accounts listed below:

- Army
- Navy and Marine Corps
- Air Force
- Space Force
- Defense-Wide Agencies (SOCOM, DHA, etc.)
- Army National Guard
- Air National Guard
- Army Reserve
- Air Force Reserve
- Navy Reserve

Additional stipulations:
Each project request must be for fiscal year 2023 funds only and cannot include a request for multiyear funding. In addition, to be eligible, requested projects must be shovel ready in fiscal year 2023, with 35 percent design complete, and must be positioned to have contracts awarded in fiscal year 2023. If individual projects have not been previously authorized, requests must also be submitted to the House Armed Services Committee (HASC) for inclusion in the fiscal year 2023 National Defense Authorization Act (NDAA).
The eligible lists of community projects are those that are submitted to Congress by the Secretary of Defense or his/her designee. Projects that only appear on a project list provided by a base commander, as opposed to the Secretary or his/her designee, will not be accepted. Such eligible lists include:

Future Year Defense Program (FYDP) - FYDP is a projection of the forces, resources, and programs needed to support Department of Defense (DOD) operations over a five-year span. The FYDP is released simultaneously with the President’s budget request. The updated document listing projects eligible for FY 2023 will be obtainable after the FY 2023 full budget rollout, through the Under Secretary of Defense (Comptroller) website: https://comptroller.defense.gov/Budget-Materials/.

Unfunded Requirements/Unfunded Priorities Lists (UFRs/UPLs) - UFRs/UPLs are lists that each Service provides to Congress that identify priority projects which were not included in the President’s budget request. These lists must be approved by the Secretary of Defense. UFRs/UPLs become available to Congress on the date of the President’s full budget request release, which is different from the release of a top-line budget request or ‘skinny budget’.

Cost-to-Completes (CTCs) - CTCs are projects that have previously received an appropriation but require additional funding for completion. These lists represent the requirements identified by each Service for the additional funding necessary to complete a project. The lists are approved by each Service Secretary.
Transportation, Housing and Urban Development Subcommittee

The following projects can be submitted for consideration:

- Department of Transportation – Transit Infrastructure Projects
- Department of Transportation – Highway Infrastructure Projects
- Department of Transportation – Airport Improvement Program
- Department of Housing and Urban Development – Economic Development Initiatives

Department of Transportation - Transit Infrastructure Projects

Transit Infrastructure Projects are public transportation capital projects eligible under chapter 53 of title 49 of the United States Code. Eligible capital projects are described under Section 5302(4) of title 49, United States Code, and Section 5339(b)(1) and (c)(1)(B) of title 49, United States Code.

All projects must be:

- Transit capital projects or project-specific planning/design for a transit capital project.
- Supported by the state, local governmental authority, or Tribal government that would administer the project. Inclusion on a Statewide Transportation Improvement Plan (STIP) or Transportation Improvement Plan (TIP) would satisfy this requirement.
- Administered by public entities or Tribal entities.

Public transportation or transit is defined in Section 5302(15) and (22) of title 49, United States Code, as regular, continuing shared-ride surface transportation that is open to the general public or open to a segment of the general public defined by age, disability, or low income, and does not include intercity passenger rail transportation, intercity bus service, charter bus service, school bus service, sightseeing service, courtesy shuttle service for patrons of one or more specific establishments, or intra-terminal or intra-facility shuttle services. The average award in this account for fiscal year 2022 was $2.5 million.

Activities that are administrative in nature are not eligible for funding under this process. These include general operating expenses, and activities authorized under sections 5303, 5304, and 5305 of title 49, United States Code. Capital Investment Grants (CIG) program requests are not eligible under the Community Project funding process.

Department of Transportation - Highway Infrastructure Projects

Highway Infrastructure Projects are capital projects eligible under title 23 of the United States Code. Eligible projects are described under Section 133(b) of title 23, United States Code, as amended by title
III of division A of the Infrastructure Investment and Jobs Act. Tribal and territorial capital projects authorized under Chapter 2 of title 23, United States Code, are also eligible.

All projects must be:

- Capital projects or project-specific planning/design for a capital project.
- Supported by the state or Tribal government that would administer the project. Inclusion on a Statewide Transportation Improvement Plan (STIP) or Transportation Improvement Plan (TIP) would satisfy this requirement.
- Administered by public entities or Tribal entities.

Activities that are administrative in nature are not eligible for funding under this process. These include general operating expenses, and activities required under sections 134 and 135 of title 23, United States Code. The average award in this account for fiscal year 2022 was $2.7 million. If submitting for this account, additional follow up materials will be requested.

Department of Transportation - Airport Improvement Program (AIP)

AIP community project requests may be used for enhancing airport safety, capacity, and security, and mitigating environmental concerns.

All projects must be:

- AIP eligible in accordance with sections 47101 to 47175 of title 49, United States Code, and FAA policy and guidance.
- Supported broadly by local stakeholders, including residents, businesses, and elected officials.
- Administered by an airport and/or airport sponsor.

The average award in this account for FY22 was $4 million. If submitting for this account, additional follow up materials will be requested.

Department of Housing and Urban Development - Economic Development Initiative (EDI)

EDI community project funding may be used for economic and community development activities, including land or site acquisition, demolition or rehabilitation of housing or facilities, construction and capital improvements of public facilities (including water and sewer facilities), and public services. Requests may also include planning and other activities consistent with previously funded activities eligible under the Community Development Block Grant (CDBG) program (title I of the Housing and Community Development Act of 1974, as amended (42 U.S.C. 5301 et seq.)), unless otherwise specified. EDI community project funding is not eligible for the reimbursement of expenses for activities or costs incurred prior to the obligation of funds if such activities are not eligible under the CDBG program. Capital and operating expenses for fire and police stations are not eligible for EDI community project funding.
All projects must be:

- Supported broadly by local stakeholders, including residents, businesses, and elected officials.
- Administered by governmental or non-profit entities, including public housing agencies, as well as tribes and tribally designated housing entities.

The average award in this account for fiscal year 2022 was $1.5 million. If submitting for this account, additional follow up materials will be requested. Note that the Committee may consider project amounts of up to $4 million for FY23, but any caps will be determined by the Chairman after reviewing the full universe of requests.
Frequently Asked Questions

The process of requesting and submitting requests for Community Project Funding can be confusing. Here are some of the most frequently asked questions about the process. Please check this section for answers to many of your questions before following up with my staff.

What is Community Project Funding?

Community Project Funding is generally defined as spending provisions in federal legislation that:

- Are requested on behalf of constituents or constituent organizations by a Member of Congress or Senator.
- Provides, authorizes, or recommends a specific amount of discretionary budget authority, credit authority, or specific funding amount to a specific entity for a specific purpose; and,
- The purpose of the project must meet the objective of a federal program under existing law.

Community Project Funding is typically requested for projects with a clear purpose and goal above and beyond normal operating activities, for which private, non-federal funding is not available or sufficient. Community Project Funding will typically only serve as a partial contribution to the total cost of a project.

Is there a deadline for submitting a request?

Yes. The deadline to submit a Community Project Funding request for our office is April 10th.

What if I miss a deadline? Are any exceptions made if the bill hasn’t been passed?

Congressional offices review numerous requests in a short amount of time. As a result, deadlines are strictly enforced. Once my office submits our requests to the full committee, I am unable to change or add requests. That is why it’s important to submit your request before the deadline.

Are Community Project Funding requests publicly disclosed?

Yes. All requests for Community Project Funding submitted by the Member to the committee for consideration must be publicly listed on that Member’s website, including the name and address of the requestor, the amount requested, and the justification for use of taxpayer funds.

Are there limitations on what Community Project Funding can be used for?
Yes. Federal Programs have very specific restrictions on how federal funds can be used. It is recommended that you closely examine this guide for references to eligible uses or limitations on use. Generally, funding cannot be used for debt service, recurring or routine expenses, reimbursement of costs, or projects that cannot demonstrate value to the community.

**Can I request funding for “bricks and mortar”?**

In general, no. One of the most common requests for funding is for building construction or renovation. Most appropriations accounts specifically prohibit this kind of project.

There are some exceptions to this rule, including the Economic Development Initiative under the Department of Housing and Urban Development, and certain projects under the Military Construction Subcommittee, etc.

**Should I submit my request to both my U.S. Representative and U.S. Senators?**

Yes. It is strongly recommended that you submit your request to all your federal representatives.

**How much should I request?**

It depends on the account from which you are requesting funds. You should not request more funds than you need or that can be realistically spent in the Fiscal Year for which you receive the funds. While you should request the amount that can be expended in the upcoming Fiscal Year that you need, please remember that projects are rarely funded fully due to budgetary restraints. Receipt of funds from Community Project Funding in one Fiscal Year is not a guarantee for Community Project Funding in future Fiscal Years. We are hearing that around or under $1 million is a good amount to aim for, but that doesn’t mean that we won’t consider projects above and we encourage all submissions.

**What if I do not know the appropriate Account or Agency for my project request?**

This guide has been prepared to outline information on available accounts. Requestors should use this guide to identify the appropriate account to identify one that meets the needs of your project or organization. Please call my office if you need additional information.

**If my project is funded, will I receive the full amount I request?**

There is no guarantee that an approved Community Project Funding request will be funded at the requested level. It is very likely that you will only receive a portion of your request, if funded at all. This is mostly due to budgetary restraints. Please keep this in mind when requesting support for your project.

**Do I need letters of support?**
Yes. The more community support for a project, the better. As listed above, letters of support from local, municipal, and state elected officials and stakeholders, as well as editorials and articles in local newspapers on the importance and necessity of the project are all important.

**I submitted a request. Will it be approved? When will I know?**

The FY 2023 Community Project Funding process is extremely targeted, and this process is also very competitive. While my team will look at all requests, it is strongly recommended you explore other grant and funding sources as well.

Appropriations Subcommittees will begin reviewing requests by the end of April. For me and my team to properly examine all requests, our office’s deadline is April 10th.

The House Appropriations bills are typically considered in the late spring, with the Senate considering bills in late spring and over the summer. The House and Senate must convene a “conference committee” to work out the differences in each of those bills.

The Committee requires all members to publicly disclose and post their final requests to the Appropriations Committee once the requests are made. Please remember, even if your project is supported in the House and/or Senate Appropriations bills, the funding level is subject to change until the final bill is signed into law.

This process can be long, but my team and I will be sure to keep all projects apprised of their status.

**If my Community Project Funding request is granted, what is the process for getting the assistance and how quickly will I receive it?**

In general, recipients of Community Project Funding will be contacted by the appropriate agency or office that oversees the account from which your project received funding. This cannot happen until the appropriations bill in which your project was listed is signed into law. The timing varies between departments and agencies – some may start the process within several weeks, others may take several months after the bill’s enactment into law.

In most cases, you will have to complete and submit a grant application outlining the project’s goals, cost estimates and other requirements. You will work with a program or contract officer to complete these steps; they may have questions or additional requirements that could affect the timing of the obligations or outlay of funding to your organization.

The process of accessing funding and the time it takes to complete the necessary steps, surprises many recipients who expect the money to be provided immediately.

Please be sure to take this into account when submitting a request.
Can I depend on receiving Community Project Funding for the same project more than once?

Generally, no. Most successful requests are one-time infusions of funding, generally used to launch a project or partially contribute towards the total cost of a project.

Given the limitations on the appropriations process for Community Project Funding, there is no guarantee that Congress will support a project for more than one year. However, you should discuss the needs of your project with your Congressional sponsor(s) if you believe that federal support will be needed beyond a single fiscal year.
Other Federal Funding Resources

The Community Project Funding process is highly competitive, and while there are many worthy projects that deserve support, funding limitations prevent many from receiving funding through the Congressional appropriations process. However, it is important to note that Community Project Funding represents only a small fraction of the discretionary funding available through competitive grants, loans, and other opportunities.

Below are several useful resources to explore other federal funding opportunities. Each Congressional office has staff dedicated to assisting organizations with seeking and applying for grants; you are strongly encouraged to contact your Congressional representatives to discuss how you can access any assistance from your federal elected officials.

Key Resources

Grants.gov
Looking for other federal funding opportunities? At Grants.gov, organizations can search and apply for competitive grants from 26 different federal agencies. Grants can be searched by agency, type of applicants, intended purposes, and more.

SAM.gov
The official U.S. government website for people who make, receive, and manage federal awards.

GovLoans.gov
Interested in finding out which loans or benefits you may be eligible for? Here you can learn more about federal loans, determine which loans may be right for you, and more.

Benefits.gov
This tool will help you figure out what government benefits you may be eligible for. It also provides information on how to apply for these programs.

USA.gov
The official guide to US Government Information and Services.