



# Community Project Request Form

CONGRESSMEMBER  
**ADRIANO ESPAILLAT**  
Serving New York's 13th Congressional District



## Overview and Instructions

The House Appropriations Committee has announced that it will grant limited requests for Community Project Funding for the federal Fiscal Year 2024 (October 1, 2023, to September 30, 2024). This document will provide an overview of the request process and basic information required for all requests, followed by a general form for all requests. Following the general form, you will find a table of contents outlining the various streams of available funding (accounts) organized by its associated appropriations bill, followed by specific guidance for those accounts and forms for requested information for *that specific account*.

Community Project Funding requests are narrowly tailored and are **not** comparable to City Council “discretionary fund” or State Legislature “Member Items.” Only a particular set of federal funding streams are eligible for Community Project Funding requests, and only government agencies or non-governmental not-for-profit organizations may receive Community Project Funding. Additionally, our office must disclose publicly some basic information about the requests our office submits to the Appropriations Committee, including the name and address of the recipient, the amount requested, the intended use of the funds, and the justification of the project. If you are not comfortable with the public disclosure of this information, please refrain from submitting a request.

Please ensure that for each Community Project Funding request, you fully complete the general form for all requests **and** the questionnaire for the account under which you request funding. You are not required to fill out questionnaires for unrelated accounts, *only* the account under which your project request is eligible. **Multiple requests should be submitted separately. Forms containing multiple requests will not be considered.**

If you have questions regarding your request, including questions relating to eligibility or proper account, you may contact our office by sending an email to [Espallat.Projects@mail.house.gov](mailto:Espallat.Projects@mail.house.gov) with “PROJECT INQUIRY” - [Project Title, Subcommittee, Account]” in the subject line.

My office’s **deadline** for Community Project Funding submissions for consideration in the fiscal year 2024 appropriations bills is **Friday, March 17, 2023**. Please email completed Community Project Funding request forms as a Word (.docx) document to [Espallat.Projects@mail.house.gov](mailto:Espallat.Projects@mail.house.gov) with “APPLICATION - [Project Title, Subcommittee, Account]” in the subject line. If further information is needed, a staff member may contact you after the deadline.

**Please note:** Submission of this application neither guarantees eligibility for funding nor guarantees that our office will be able to submit the request on your behalf.

Community Project Funding subcommittees of jurisdiction abbreviation key:

- AG: Agriculture, Rural Development, Food and Drug Administration, and Related Agencies
- CJS: Commerce, Justice, Science, and Related Agencies
- EW: Energy and Water Development and Related Agencies
- HS: Homeland Security
- INT: Interior, Environment, and Related Agencies

- MILCON: Military Construction, Veterans Affairs, and Related Agencies
- THUD: Transportation, Housing and Urban Development, and Related Agencies

### **Guidance for All Community Project Funding Requests**

- Requests must be for the fiscal year 2024 funds only and cannot include multi-year funding.
- You must include accurate recipient information when filling out the online request. The recipient's name provided should be the legal name of the organization that will be receiving these funds. Please do not include abbreviations, acronyms, or use a "The" before the recipient's name.
- **You must include a project description, which must be limited to 1,000 characters.**
- You must include a budget breakout specifically describing how the requested Federal funding will be used by the grantee, such as amounts for salaries for providers or instructors, tuition payments, educational materials, exhibits, supplies, evaluation activities, equipment, travel, etc. This can be provided in a separate, attached document.
- You must include an explanation of the request, including an explanation of why this is a good use of taxpayer funds—this information will be included on our official House website.
- You must indicate whether the grantee is a for-profit entity. Note that in FY 2024, Congress will not fund any for-profit entities.
- Please indicate whether you are aware of another member of Congress making a request for this same project (just Yes/No, not which Member(s)).
- You **must include letters of support**. Examples of these include but are not limited to letters from local community organizations, local elected officials, press articles highlighting the need for the requested Community Project Funding, and other materials that would document community support and community need, such as a newspaper editorial or a state/local intended use plan. The Appropriations Committee will use this information when determining whether to grant a request. These can be provided as attachments when you submit your form.

**Required Information for ALL APPLICATIONS:**

**Subcommittee (Ex. Commerce, Justice, Science)**

**Agency (Ex. Department of Justice)**

**Bureau (Ex. State and Local Justice Assistance)**

**Account (Ex. Byrne Justice Assistance Grants)**

**Project Title (Ex. Adcock County 911 Equipment Project)**

**Description and Purpose of Funding— 1,000 words (Be sure to include why this is a good use of tax payer dollars) (Ex: The requested amount of \$500,000 would be used by Adcock County to purchase 911 emergency radio equipment, including 300 dash mount radio units and 400 portable radios. This equipment would replace the county's current 911 radio equipment, a significant portion of which is now approaching the end of its operational life. The project is a good use of taxpayer funds because replacement equipment purchased by Adcock County would be allocated for first responders throughout the region, lowering costs for municipalities that may otherwise need to make emergency response upgrades independently.**

**You understand that you must submit at least three letters of support (Yes/No)**

**Sponsor (Ex. Rep. Espaillat, list any others)**

**Project Amount Requested**

**Total Project Cost**

**Did you submit to the Senate (Yes/No)**

**Organization Type (Ex. Non-Profit)**

**Organization EIN Number:**

**Organization Legal Name:**

**Organization Legal Address:**

**Point of Contact**

<b>Point of Contact Phone Number</b>	
<b>Point of Contact Email Address</b>	
The project has a federal nexus because the funding provided is for purposes authorized by _____ <b>(insert Public Law and/or U.S. Code citation per subcommittee guidance).</b>	

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

### Overview

The Subcommittee will include a very limited number of community projects this year. [Full committee guidance can be found here.](#)

Only six accounts in the Agriculture appropriations bill will include CPFs. Keep in mind project funding will depend on available resources, and larger requests may have to be reduced. All CPF requests must meet applicable eligibility requirements for the program in which the request is made, including applicable underlying statutory and regulatory requirements (e.g., cost share). Any CPFs that are funded in an appropriations bill will need to apply to USDA to receive the award.

The application will be reviewed for compliance prior to official award. To ensure your projects meet eligibility requirements for the Rural Development and Natural Resources Conservation Service accounts, you must consult with your respective State Rural Development or State Conservation office which can be found here:

Rural Development: <https://www.rd.usda.gov/about-rd/state-offices>

Natural Resources Conservation Services:

<https://www.nrcs.usda.gov/conservationbasics/conservation-by-state/state-offices>

For each CPF request, Members will be asked to respond to a series of questions intended to provide transparency and ensure the project is a valuable use of taxpayer funds.

Additional guidance for eligible accounts:

### **Department of Agriculture, Rural Development, Community Facilities Grants**

Grants to purchase, construct, or improve essential community facilities, to purchase equipment, and pay other related project expenses. Examples of eligible projects include but are not limited to: medical or dental clinics, healthcare facilities, police or fire departments, and public works vehicles.

Priority will be given to essential projects, such as those focused on public health and safety. 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). The Member's request must demonstrate community support. Members should ensure that their request provides the most complete description of the project as possible. Submissions should include details on all proposed use of funds, activities that will occur, timeline, and detailed information on the complete service territory. Such requests are also subject to cost share requirements specified in 7 CFR 3570.63(b).

Please review program regulations carefully. Community Facilities grants 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 and non-federal cost share requirements. *For fiscal year 2023, the average Community Facilities CPF award was about \$1.3 million.*

### **Department of Agriculture, Rural Development, ReConnect Program**

ReConnect broadband pilot grants facilitate broadband deployment in rural areas. Grant 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, defined as 25 Mbps

downstream and 3 Mbps upstream. 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. Members are strongly encouraged to include information in their requests, such as the number of households, businesses, or farms will be served in the area, what the performance of the service to be offered will be, and whether healthcare or educational facilities will be served. Additionally, when submitting a request, Members are reminded that all policies and procedures apply, including environmental and related reviews and the non-federal cost share requirement of 25% of the overall project cost.

Policies and procedures can be found at <https://go.usa.gov/xexPT>. USDA's Rural Development office is a valuable resource to answer program questions, including eligibility. *For fiscal year 2023, the average ReConnect CPF award was nearly \$1.2 million.*

### **Department of Agriculture, Rural Development, 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 programming. Any requests are subject to all regulations governing the program which can be found at 7 CFR Part 1734.

The program requires a 15% match that cannot come from another Federal source.

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

### **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. 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. Requests must be for ARS-owned or operated facilities.

Members are strongly encouraged to provide 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.



## 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. Examples of specific objectives include reducing soil erosion, improving soil health, enhancing water supplies, improving water quality, increasing wildlife habitat, and reducing damage caused by floods and other natural disasters.

Members 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. Members should also describe any preventive measures to be taken, such as engineering operations, methods of cultivation, or changes in use of land.

For FY24, the Subcommittee will only consider projects for funding recipients that are State, local, and Tribal organizations, or public conservation districts. Non-profit recipients will not be considered.

The State Conservationist is a valuable resource to answer program questions, including eligibility. House CPFs in the account averaged about \$1.3 million in FY23.

### Required Information

Required Information	
The website address of the proposed recipient	
If there are additional costs necessary to complete the project, have those been secured?	
For rural development projects, is the project for an eligible purpose and does it meet all eligibility requirements under current law?	
Does the entity plan to make grants to other entities from the funds provided and if so, to which entities?	
Why is the project a priority for the district? Briefly explain the community benefits.	
Has any funding for the project been included in any presidential budget and if so, how much, in which fiscal year, and in which agency or agencies and program(s)?	
Has the project received federal funding before and if so, how much, when, and from which agency or agencies and program(s)?	
Have you contacted the State Rural Development Office/State Conservation Office to discuss the project and confirm eligibility?	



For ARS B&F only, what is the estimated start date of the project? How soon could the feasibility/engineering design phase commence? [mm/yy]	
For ARS B&F only, does the project have distinct and separable phases?	
For ARS B&F only, what is the estimated completion date of the project? When does completion of construction occur? [mm/yy]	
For ARS B&F only, have you verified that this facility is owned or operated by the Agricultural Research Service?	
For ReConnect requests, please provide relevant information, such as the number of households, businesses, or farms that would be served, what the performance of the service to be offered will be, and whether healthcare or educational facilities will be served.	
For Conservation Operations, briefly describe how the project will reduce soil erosion, enhance water supplies, improve water quality, increase wildlife habitat, or other objectives that will help conserve, maintain, and improve natural resources.	

## Commerce, Justice, Science, and Related Agencies

### Overview

The Commerce, Justice, Science, and Related Agencies Subcommittee is reviewing community project requests ONLY in the five categories listed below. [Full committee guidance is available here](#). Project requests that do not fit into one of these categories will not be eligible for community project funding. For each account, please see the specific guidelines below for additional information on eligible activities and submission criteria/questions.

- ✓ Department of Commerce; National Institute of Standards and Technology; Scientific and Technical Research and Services
- ✓ Department of Commerce; National Oceanic and Atmospheric Administration (NOAA) Coastal Zone Management
- ✓ Department of Justice; Byrne Justice Assistance Grants (JAG)
- ✓ Department of Justice; Community Oriented Policing Services (COPS) Technology and Equipment
- ✓ National Aeronautics and Space Administration (NASA); Safety, Security and Mission Services

**DEPARTMENT OF COMMERCE**

**NIST Scientific and Technical Research and Services (STRS)**

Funding must be for activities consistent with, and supportive of, NIST’s mission and aligned with one or more of the functions and activities described in section 272 of title 15, United States Code.

**Note:** Funding for building construction or renovation projects is not an eligible use of NIST Scientific and Technical Research Community Project Funding.

**Supplemental Questions for NIST Scientific and Technical Research project requests:**

Is the recipient entity a non-profit organization as described under section 501(c)(3) of the Internal Revenue Code of 1986? [yes/no]	
Can this project spend a smaller amount of appropriated funds within 12 months of the enactment of the appropriations act? [yes/no] If yes, please provide any details that may be helpful for understanding the scalability of the project.	
Are you aware of another Member making a request for this same project?	
Please provide the location of this project, in the format ‘City (or County), State’.	

**National Oceanic and Atmospheric Administration (NOAA), Coastal Zone Management**

*Coastal Zone Management projects support the protection, restoration, and responsible development of our nation’s diverse coastal communities and resources.*

**Purpose & Federal Nexus**

Funding must be for activities consistent with, and supportive of, NOAA’s mission and aligned with one or more of the purposes described in the Coastal Zone Management Act of 1972 (16 U.S.C. § 1451 et seq.).

**Cost-Share Requirements**

Coastal Zone Management projects are subject to any applicable cost-share required by law under the Coastal Zone Management Program.

**Supplemental Questions for NOAA Coastal Zone Management project requests:**

Is the recipient entity a non-profit organization as described under section 501(c)(3) of the Internal Revenue Code of 1986? [yes/no]	
Can this project spend a smaller amount of appropriated funds within 12 months of the enactment of the appropriations act? [yes/no] If yes, please provide any details that may be helpful for understanding the scalability of the project.	

Are you aware of another Member making a request for this same project?	
Please provide the location of this project, in the format 'City (or County), State'.	

**DEPARTMENT OF JUSTICE**

**State and Local Law Enforcement Assistance—Byrne Justice Assistance Grants (JAG)**

Office of Justice Programs, 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 Justice Department 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>

<https://bja.ojp.gov/sites/g/files/xyckuh186/files/media/document/jag-faqs.pdf>

**Purpose & Federal Nexus**

Funding must be for activities consistent with, and supportive of, the Office of Justice Programs’ mission and aligned with one or more of the purposes described in the Byrne Justice Assistance Grants (JAG) program, section 501 of the Omnibus Crime Control and Safe Streets Act of 1968 (34 U.S.C. § 10152).

**Prohibited Uses**

34 US.C. 10152(d) provides:

*(d) Prohibited uses*

*Notwithstanding any other provision of this Act, no funds provided under this part may be used, directly or indirectly, to provide any of the following matters:*

*(1) Any security enhancements or any equipment to any nongovernmental entity that is not engaged in criminal justice or public safety.*

*(2) Unless the Attorney General certifies that extraordinary and exigent circumstances exist that make the use of such funds to provide such matters essential to the maintenance of public safety and good order-*

*(A) vehicles (excluding police cruisers), vessels (excluding police boats), or aircraft (excluding police helicopters);*

*(B) luxury items;*

*(C) real estate;*

*(D) construction projects (other than penal or correctional institutions); or*

*(E) any similar matters.*

**In addition**, the Chair will not support the use of Byrne Justice Community Project Funding for the following:

- Initiatives that involve the distribution of drug paraphernalia.
- Initiatives that undermine the 2nd Amendment or infringe upon rights guaranteed by the Constitution without due process of law.
- Initiatives that appear to be anti-law enforcement or unrelated to criminal justice.
- Larger projects for the construction or renovation of penal or correctional institutions that will exceed the capability of single-year funding.

## Prioritization of Projects

In the event of limited funding, the Chair will prioritize projects focused on improving the effectiveness of law enforcement, increasing officer safety, curbing the opioid crisis, and other strategic priorities.

## Non-Profit Entities

Projects with non-profit recipients may be eligible, so long as the purpose is to carry out work that closely aligns with the purposes of the Byrne JAG program. Such projects will be closely examined.

## Requirements

- Awarded grants will be subject to the requirements of 2 CFR Part 200 and the [DOJ Grants Financial Guide](#).
- Below are the links to the Department’s guidance and frequently asked questions regarding the Byrne-JAG program, which may help guide you in gauging the eligibility of a proposed Byrne project:
  - o <https://bja.ojp.gov/program/jag/overview>
  - o <https://bja.ojp.gov/sites/g/files/xyckuh186/files/media/document/jag-faqs.pdf>

Allowable costs are those costs consistent with the principles set out in 2 CFR Part 200, Subpart E, and those permitted by the grant program’s authorizing legislation.

## Supplemental Questions for Byrne Justice project requests:

Is the recipient entity a non-profit organization as described under section 501(c)(3) of the Internal Revenue Code of 1986? [yes/no]	
Can this project spend a smaller amount of appropriated funds within 12 months of the enactment of the appropriations act? [yes/no] If yes, please provide any details that may be helpful for understanding the scalability of the project.	
Is the purpose of this request the construction or renovation of a building? [yes/no]	
Are you aware of another Member making a request for this same project? [yes/no]	
Please provide the location of this project, in the format ‘City (or County), State’.	

## Community Oriented Policing Services (COPS) – Technology and Equipment

*COPS Technology and Equipment projects support state, local, and Tribal law enforcement efforts to develop and procure the technology and equipment needed to respond more quickly and effectively, improve officer safety, increase transparency and enhance community relations.*

## Purpose & Federal Nexus

Funding must be aligned with the purposes of section 1701(b)(8) of the Omnibus Crime Control and Safe Streets Act of 1968 (34 U.S.C. § 10381(b)(8)). As such, the Chairman will consider projects to develop and/or acquire technologies and equipment, including interoperable communications technologies, modernized criminal record technology, and forensic technology, to assist State, Tribal, and local law enforcement agencies, including by reorienting the emphasis of their activities from reacting to crime to preventing crime and training law enforcement officers to use such technologies.

**Notes:**

- Eligible recipients for COPS Technology and Equipment Community Project Funding are State, Tribal, and local law enforcement agencies.
- Funding for building construction or renovation projects is not an eligible use of COPS Technology and Equipment Community Project Funding.

**Supplemental Questions for COPS Technology & Equipment project requests:**

Is the recipient a State, Tribal, or local law enforcement agency?	
Can this project spend a smaller amount of appropriated funds within 12 months of the enactment of the appropriations act? [yes/no] If yes, please provide any details that may be helpful for understanding the scalability of the project.	
Is the purpose of this request the construction or renovation of a building? [yes/no]	
Are you aware of another Member making a request for this same project? [yes/no]	
Please provide the location of this project, in the format 'City (or County), State'.	

**NATIONAL AERONAUTICS AND SPACE ADMINISTRATION (NASA)**

**NASA Safety, Security, and Mission Services**

*NASA Safety, Security and Mission Services projects support science education, research, and technology development related to NASA's mission.*

**Purpose & Federal Nexus**

Funding must be for activities advancing the purposes described in section 20102 of title 51, United States Code. Projects should focus on science, education, research, and technology development related to NASA's mission.

**Note:** The following projects will not be considered for NASA Safety, Security and Mission Services Community Project Funding:

- Building construction or renovation projects.
- Medical research projects.

Is the recipient entity a non-profit organization as described under section 501(c)(3) of the Internal Revenue Code of 1986? [yes/no]	
Can this project spend a smaller amount of appropriated funds within 12 months of the enactment of the appropriations act? [yes/no] If yes, please provide any details that may be helpful for understanding the scalability of the project.	
Is the purpose of this request the construction or renovation of a building? [yes/no]	

Are you aware of another Member making a request for this same project? [yes/no]	
Please provide the location of this project, in the format 'City (or County), State'.	

## Energy and Water Development, and Related Agencies

### Overview

The Subcommittee **strongly recommends** that Member offices contact the relevant Corps of Engineers District Office or Bureau of Reclamation Regional Office to ask the following **specific questions** about the project of interest **prior to** submitting a Community Project Funding request. [Official committee guidance can be found here.](#)

The Subcommittee on Energy and Water Development and Related Agencies will accept project requests in only the following accounts and only in accordance with existing authorizations:

### **Army Corps of Engineers (Civil Works)**

- Investigations
- Construction
- Mississippi River and Tributaries
- Operation and Maintenance

### **Department of the Interior – Bureau of Reclamation**

Water and Related Resources

If the project is **not** an individually authorized project or a project under the Corps of Engineers Continuing Authorities Program, please contact the Subcommittee for further information **prior to** submitting a request.

### **Supplemental Questions**

<p>Is the project authorized? Is the scope of work to be funded within existing authorization?</p> <p>If YES, the project may be eligible as a Community Project Funding request in the Energy and Water Development appropriations bill. What is the statutory citation?</p> <p>If NO, <b>STOP</b> – the project is not eligible as a Community Project Funding request in the Energy and Water Development appropriations bill.</p>	
What is the official project name?	
What is the fiscal year 2024 capability?	
For a Corps of Engineers project, what is the correct appropriations account in which to request funding?	
For a Corps of Engineers project, is this project a new start?	



For a Bureau of Reclamation project, is this project authorized only under section 4007, 4009(a), or 4009(c) of the Water Infrastructure Improvements for the Nation (WIIN) Act of 2016 (Public Law 114-322)?	
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## Homeland Security

### Overview

[General committee guidance can be accessed here.](#) All Community Project Funding (CPF) requests must meet the eligibility requirements referenced in this guidance for one of the three accounts designated for CPF in the Homeland Security funding bill:

1. Pre-Disaster Mitigation Grants
2. Emergency Operations Center Grants

Over the past two fiscal years, FEMA found that many CPF requests lacked the necessary details to determine grant eligibility. **While the database will limit project summaries to 1,000 characters, offices are highly encouraged to separately upload detailed project descriptions for each PDM or EOC request.** For each project description, please include a detailed budget describing how the requested federal funding will be used and confirm the ability of the requesting entity to meet the cost-share requirement.

### Cost-Share Requirements

The PDM and EOC grant programs have cost-share requirements. Federal funding is available for up to 75 percent of the eligible activity costs. The remaining 25 percent of eligible activity costs must generally be derived from non-federal sources. **The non-federal cost-share contribution is calculated based on the total cost of the proposed activity.** For example, if the total cost is \$100,000 and the non-federal cost-share is 25 percent, then the non-federal contribution is \$25,000. For PDM grants, small, impoverished communities are eligible for up to a 90 percent federal cost-share for their mitigation planning and project sub-applications in accordance with the [Stafford Act \(42 U.S.C. § 5133\(a\),\(h\)\(2\)\)](#).

### CPF General Checklist

Did you upload a letter from the appropriate State or Territorial Administrative Agency (e.g., Ohio Emergency Management Agency), or Tribal government, confirming project eligibility <b>and their willingness to administer the grant</b> ?	
Have you confirmed that the legal name of the grant recipient you entered is the State or Territorial Administrative Agency, or Tribal government, that would administer the grant?	
Did you upload letters of support from local entities (e.g., Lake County and/or City of Mentor) demonstrating community support for the project(s)?	

### Pre-Disaster Mitigation Projects

FEMA's PDM grants assist state, local, tribal, and territorial governments with planning and implementing sustainable, cost-effective measures to provide long-term, permanent risk reduction to individuals and property from future natural hazards, such as floods and wildfires, while reducing reliance on federal funding for future disasters.

For PDM grant requests, the database includes specific eligibility questions to ensure the



proposed project meets FEMA’s requirements as detailed in the most recent [Notice of Funding Opportunity \(NOFO\)](#). The subcommittee encourages offices to consult with their [State Hazard Mitigation Officers](#) when answering the questions in the database. **Member offices must answer all the eligibility questions in the database for a request to be considered.**

For any PDM projects designated for funding in the FY 2024 Homeland Security Appropriations Act, the respective State or Territorial Administrative Agency, or Tribal government, must submit an application to FEMA and serve as the administrative agent for the grant on behalf of the entities responsible for the project (grant subrecipients).

CPF funding in the FY 2023 House bill ranged between \$320,482 and \$10,000,000 for individual PDM grants.

**Pre-Disaster Mitigation Grant Checklist**

Have you confirmed the requesting jurisdiction is a state, tribal government, local government, or territory as defined in the <a href="#">Stafford Act (42 U.S.C. § 5122(4),(6),(8))</a> ?	
Have you confirmed that the proposed activity is consistent with the current FEMA-approved multi-hazard mitigation plan in compliance with <a href="#">44 CFR Part 201</a> ?	
Have you confirmed that the requesting entity can provide a <a href="#">Benefit-Cost Analysis</a> that validates the cost-effectiveness of the request?	
Does the total project cost you entered reflect federal <i>and</i> non-federal resources?	
Can the requesting jurisdiction provide <b>the required non-federal cost share</b> (25 percent of the total project cost, or 10 percent of the total project cost for small, impoverished communities as detailed in the <a href="#">NOFO</a> )?	
Have you indicated the minimum amount of federal funding needed for the project to advance if it is not feasible to fund the full federal cost share of the total project cost?	

**Pre-Disaster Mitigation Mandatory Supplemental**

1. Did your office upload a letter from the appropriate State or Territorial Administrative Agency, or Tribal government, confirming project eligibility and their willingness to administer the grant?	
2. Did your office upload letters of support from local government entities demonstrating community support for the project(s)?	
3. Is the proposed project eligible under the most recent Notice of Funding Opportunity (NOFO) for the PDM grant program?	
4. Can the requesting jurisdiction provide the required non-federal cost share (25% of total eligible activity costs, or 10% for small, impoverished communities), as detailed in the NOFO?	
5. If less than the requested amount is provided as the federal share, would additional state, local, or other eligible funding sources be available to support the project?	
6. Can the requesting jurisdiction provide a Benefit-Cost Analysis (BCA) or other documentation that validates cost-effectiveness, which is defined by FEMA as having a BCA of 1.0 or greater? A non-FEMA BCA methodology may only be used if preapproved by FEMA in writing.	
7. Consistent with the NOFO for PDM grants, is the proposed activity consistent with the	

goals and objectives in both the state or tribal hazard mitigation plan (44 CFR Part 201) and the local hazard mitigation plan of the jurisdiction in which the project is located?	
8. If so, what is the FEMA approval date and when will the plan expire?	
9. Has your office confirmed the funding request does not include unallowable activities for PDM grants (e.g., dredging waterways; the purchase of emergency vehicles and equipment)?	
10. Describe how the proposed activity expands mitigation capacity rather than repair and maintenance of existing capacity.	
11. How will the project provide long-term, permanent risk-reduction, as opposed to simply supporting Short-term, temporary emergency protective measures?	
12. Can the recipient describe how the activity supports the needs of people disproportionately at risk of harmful impacts of natural disasters?	
13. Does the recipient specifically encourage the adoption and enforcement of the latest disaster resistant building codes?	
14. Provide a clear and detailed description of the proposed mitigation activity.	
15. How will the mitigation activity be implemented?	
16. Who will manage and complete the mitigation activity?	
17. What risks will remain from natural hazards after project implementation (i.e., residual risk)?	
18. How does the activity reduce the risk to individuals and property for future natural hazards, while reducing reliance on federal funding for future disasters?	
19. Has the project been submitted, selected, or awarded funding in current or previous Pre-Disaster Mitigation (PDM), Building Resilient Infrastructure and Communities (BRIC), Flood Mitigation Assistance (FMA), or Hazard Mitigation Grant Program fiscal year grant cycles?	
20. If so, what is the subgrant ID, or which grant program and fiscal year was the application submitted, selected, or awarded funding?	
21. Has your office or the community consulted with state, county, or local emergency management officials, or with FEMA about the proposed project?	
22. If so, please provide the name of the official, the agency they represent, and their contact information.	

### **Emergency Operations Center Grant Program**

FEMA’s EOC grants improve emergency management and preparedness capabilities by supporting flexible, sustainable, secure, strategically located, and fully interoperable EOCs with a focus on addressing identified deficiencies and needs. According to the National Fire Protection Association, an EOC is defined as a “facility or capability from which direction and control is exercised in an emergency. This type of center or capability is designated to ensure that the capacity exists for leadership to direct and control operations from a centralized facility or capability in the event of an emergency.”

Similar to CPF requests for PDM grants, the database includes specific eligibility questions for EOC grants to ensure the proposed project meets FEMA’s requirements as detailed in the most recent **NOFO**. **Member offices must answer all the eligibility questions in the database for a request to be considered.**

For any EOC projects designated for funding in the FY 2024 Homeland Security Appropriations Act, the respective State or Territorial Administrative Agency, or Tribal government, must submit an application to FEMA and serve as the administrative agent for the grant on behalf of the entities responsible for the project (grant subrecipients).

CPF funding in the FY 2023 House bill ranged between \$158,176 and \$3,000,000 for individual EOC grants.

**Emergency Operations Center Grant Checklist**

Have you confirmed the requesting jurisdiction is a state, tribal government, local government, or territory as defined in the [Stafford Act \(42 U.S.C. § 5122\(4\),\(6\),\(8\)\)](#)?

Does the EOC request involve the construction or upgrading of a multipurpose facility, such as a public safety building or police/fire station?

If yes, does the CPF request limit costs to only the square footage directly associated with the EOC and not the entire facility?

Can the requesting jurisdiction provide **the required non-federal cost share** (25 percent of the total project cost)?

Have you indicated the minimum amount of federal funding needed for the project to advance if it is not feasible to fund the full federal cost share of the total project cost?

**EOC Supplemental Questions**

1. Did your office upload a letter from the appropriate State or Territorial Administrative Agency, or Tribal government, confirming project eligibility and their willingness to administer the grant?	
2. Did your office upload letters of support from local government entities demonstrating community support for the project(s)?	
3. Is the proposed project eligible under the most recent Notice of Funding Opportunity (NOFO) for the Emergency Operations Center (EOC) Grant Program?	
4. Is the requested federal funding amount limited to a maximum of 75% of the total project cost?	
5. Can the requesting jurisdiction provide the required 25% non-federal cost share?	
6. If less than the requested amount is provided as the federal share, would additional state, local, or other eligible funding sources be available to support the project?	
7. Has your office reviewed the restrictions and allowable costs section of the NOFO for EOC grants?	
8. Has your office confirmed the funding request does not include unallowable activities for	

EOC grants (e.g., personnel costs; replacement radios for police, fire, and other response personnel; generators for emergency shelters; any equipment that is portable and does not directly support the functional and operational capabilities of an EOC)?	
9. Is the proposed project related to a structure or facility that meets the definition of an EOC, to include supporting incident management (on-scene) operations across multiple functional disciplines and/or jurisdictions?	
10. For EOC projects that involve construction or upgrading of multipurpose facilities, such as public safety facilities, police/fire stations, etc., EOC grants may only be used for those parts of the facility that are directly associated with the EOC. Does the requested federal funding amount reflect the proportionate facility construction cost, which is generally based on the square footage (floor space) of the EOC compared to the square footage of the entire facility?	
11. Has your office or the community consulted with state, county, or local emergency management officials, or with FEMA about the proposed project?	
12. If so, please provide the name of the official, the agency they represent, and their contact information.	

## Interior, Environment, and Related Agencies

### Overview

[General committee guidance can be accessed here.](#) For FY 2024, the Interior Subcommittee will accept Community Project Funding requests in the Environmental Protection Agency – State and Tribal Assistance Grants (STAG) account for certain clean water and drinking water infrastructure projects. **The Subcommittee will not accept project requests in any other account.**

These projects include 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.

**Matching requirements.** There is a minimum 20% cost share requirement for any portion of a project funded through a STAG infrastructure grant and the Committee will not waive matching requirements:

- 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. However, assistance provided by a SRF does count towards the project’s matching requirement.
- It is important that Member offices discuss with their State and local officials the ability for localities to meet matching requirements prior to requesting a project. This does not mean that matching funds must be in-hand prior to requesting a project, but that local officials must have a plan to meet such requirements in order for such a project to be viable.

**Project Amounts.** Members should use the range of project amounts funded in FY 2023 as a general guide when making requests. In FY 2023, most EPA STAG infrastructure projects funded in the House bill ranged from \$45,000 - \$5,000,000. Note that the Committee may consider higher project amounts for fiscal year 2024, and any caps will be determined by the Chairman after reviewing the full universe of requests.

**Supplemental Questions**

Is this a Clean Water SRF project or a Drinking Water SRF project?	
Is the project on your State’s most recently finalized Clean Water/Drinking Water SRF Intended Use Plan (IUP)?	
Has the project received Federal funds previously? If so, please describe.	
Does the project have (or expects to have within 12 months) its 20% cost share requirement?	
Given the Federal nexus requirement, does the project help meet or maintain Clean Water Act/Safe Drinking Water Act standards? If so, please describe.	

[Click here](#) for projects that are **NOT generally eligible** for STAG Grants

**Military Construction, Veterans Affairs, and Related Agencies**

Guidance Specific to Community Projects

[General committee guidance can be found here.](#) All community project requests must meet the eligibility requirements for a specific account in which the project is funded. Only certain Department of Defense accounts in the Military Construction, Veterans Affairs and Related Agencies bill are in this category. Please follow the guidance on submitting community project funding requests within such accounts, provided below.

**DEPARTMENT OF DEFENSE**  
Military Construction Accounts

**Community Project Funding** requests must follow the guidelines included in this section. Each project request must be for fiscal year (FY) 2024 funds only and cannot be for multiyear funding. In addition, requested projects must meet the following criteria:

Be included on an unfunded requirements/unfunded priorities list (UFR/UPL) from a military service or combatant command or the FY24-FY28 Future Years Defense Program (FYDP). *Projects suggested by an installation or unit commander will not be accepted.*

Have at least 35 percent of its design completed. For projects that have not reached 35 percent design, planning and design funding can be requested.

Able to be obligated in FY24.

Submitted to the House Armed Services Committee (HASC) for inclusion in the FY24 National Defense Authorization Act or previously authorized.

Have a DD Form 1391, which is DoD's justification for military construction projects. The Armed Services' Congressional Liaison Offices can help provide these documents.

### **Construction and Unspecified Minor Construction – Active Components**

Eligible Community Project Funding requests include both construction and unspecified minor military construction projects for active components in the accounts listed below. An unspecified minor military construction project is a project that has an approved cost equal to or less than \$9,000,000.

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

### **Construction and Unspecified Minor Construction – Reserve Components**

Eligible Community Project Funding requests include both construction and unspecified minor military construction projects for Reserve Components in the accounts listed below. An unspecified minor military construction project is a project that has an approved cost equal to or less than \$9,000,000. **Note: Some Reserve Component projects require a State funding match.**

Requesting offices must determine whether the proposed project requires such a match and if so, confirm that the project has current State matching funds. The Committee will not waive match requirements.

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

### Sources of Eligible Community Project Funding Projects

Eligible Community Project Funding requests are those that are submitted to Congress by DoD, the Services, and Combatant Commanders.

Sources include:

• **Unfunded Requirements/Unfunded Priorities Lists (UFR/UPL)** – UFRs/UPLs are lists that the Services and Combatant Commanders provide to Congress identifying priority projects that were not included in the President's budget request. UFRs/UPLs are available to Congress within ten days of the release of the President's budget and can be found by contacting the Armed Services' Congressional Liaison Offices.

• **Future Year Defense Program (FYDP)** – The FYDP is a projection of the forces, resources, and programs needed to support DoD operations over a five-year period. The FYDP is released simultaneously with the President's budget request. The FY24-28 FYDP listing the military construction projects that may be eligible for Community Project Funding in FY24 can be obtained through the Under Secretary of Defense (Comptroller) website:

<https://comptroller.defense.gov/Budget-Materials/>.



## Supplemental Information

Which Service is the project for?	
State/territory where project is located.	
Installation Name.	
Project Name and Amount.	
Is the funding request for major construction, minor construction, or planning and design?	
Is the project on the FY 2023-2027 FYDP? If so, for what fiscal year?	
Is the project on a Service unfunded requirement (UFR)/unfunded priority list (UPL)?	
Is the project a cost-to-complete from a prior year? If so, what year?	
DD Form 1391.	
If a Reserve Component project, does it require a State funding match?	
Is the project at 35 percent design and shovel-ready in FY 2023?	
Can the project funds be obligated within 12 months of enactment of the bill?	
If a construction funding request, has the Environmental Impact Study been initiated?	
Was the project previously authorized? If not, has a corresponding request been submitted to HASC?	
Who is the point of contact in the requesting office?	

## Transportation, and Housing and Urban Development, and Related Agencies

### 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) Transportation Improvement Plan (TIP) would satisfy this requirement.
- Sponsored by designated recipients, States (including territories and the District of Columbia), local governmental authorities, and/or Indian tribes.

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 Subcommittee **will not fund** activities that are administrative in nature even if they are eligible expenses under the statutory citation. These include general operating expenses, and activities authorized under sections 5303, 5304, and 5305 of title 49, United States Code. The Subcommittee will continue to treat the Capital Investment Grants (CIG) program as programmatic requests and will not fund CIG projects under Transit Infrastructure Projects, consistent with the fiscal year 2022 process.

For each Transit Infrastructure Projects request, Members will need to provide specific information through the electronic database. The database will include the following questions to assist the Subcommittee in vetting and selecting projects. Several of them will require additional information from your office. Please ensure community project funding requests are not duplicative of requests to another Committee or Subcommittee.

### Transit Infrastructure Supplement

For Community Project Funding requests, you will need to answer supplemental questions in support of these requests specifically.

Project Name. EXAMPLE: West Elm Paratransit Fleet Replacement, City, State, Congressional District.	
Project Recipient	
General description and scope of project, including benefits and explanation for why project is a priority.  EXAMPLE: <i>The West Elm Paratransit Fleet Replacement will replace 12 gasoline powered cutaway paratransit vehicles with 12 Compressed Natural Gas (CNG) paratransit vehicles in the city of Green Bay to accommodate the most vulnerable population. The gasoline buses are at or beyond their useful life. The funding will also be used to install a CNG fueling station located at the West Elm’s maintenance facility. The new CNG paratransit vehicles will require training current employees on this new technology in order to assist with operations and maintenance of the fleet. Safety is the primary benefit of the project as it provides ADA accessible vehicles for older adults and people with disabilities. A safe, reliable, and comfortable transportation is critical for this population. These vehicles will carry multiple passengers to employment, education, healthcare, and recreational locations. It is a priority for the West Elm Public Transportation Authority given the limited resources they have to fully fund the paratransit procurement.</i>	
Amount requested for the community project.	
Total project cost.	

- Provide the amount of the total cost of the project as outlined in the STIP or TIP, if applicable.

Does the project require an environmental review? If so, what is the status and/or outcome of the review under the National Environmental Policy Act (NEPA)?

Does the project have other public (federal, state, local) and/or private funds committed to meet match or cost-share requirements for costs related to construction, operations, and maintenance? If so, what is the source and amount of those funds? NOTE: The cost-share requirements are defined in statute. In general, transit capital projects typically require 20 percent local share. *EXAMPLE: Local sales taxes are committed for 25 percent of the funds.*

If the project receives less than requested for the transit infrastructure projects, will the project proceed without waiting for additional funding sources?

Does the project intend to apply for any DOT discretionary programs before proceeding? If yes, will the project sponsor still proceed if not selected?

Provide a history of federal funding for the project, if any. Include formula funds and any discretionary grants.

Where is the project in the construction process?

NOTE: Drop down options will include: Planning and Environmental Review, Final Design, Right of Way, Capital purchase or lease (including bus purchases), Construction, and Other (please specify).

Estimated start and completion dates

Is the project on a state, tribal or territorial transportation improvement plan (STIP) or a transportation improvement plan (TIP) as of 12/31/2022? If yes, provide a link to the plan.

Please provide the STIP or TIP ID Number and specify which plan (ex. North Carolina STIP, New York Metropolitan Transportation Council TIP) the ID Number comes from.

EXAMPLE: See ID Number circled on [page three here](#). The STIP or TIP also can be used for the location/description of a project, the total project

cost, and information about where funding comes from.

**Highway Infrastructure Projects**  
Department of Transportation (DOT)  
Guidelines and Requirements for Appropriations Submissions Database

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.

The Subcommittee **will not fund** activities that are administrative in nature even if they are eligible expenses under the statutory citation. These include general operating expenses, and activities required under sections 134 and 135 of title 23, United States Code.

Applicants should be aware that Highway Infrastructure Projects have a non-Federal cost share calculated on a sliding scale. The [cost-share requirements](#) are defined in statute and vary based on activity, location, and other factors.

Additionally, most projects will be subject to various Federal requirements such as competition in contracting, Buy America, and the National Environmental Policy Act. The Committee strongly encourages Members' offices and potential funding recipients to reach out to their state departments of transportation to determine the eligibility and viability of projects.

For each Highway Infrastructure Projects request, Members will need to provide specific information through the electronic submission process. The database will include the following questions to assist the Subcommittee in vetting and selecting projects.

Project Name.

*EXAMPLE: Main Street widening and resurfacing, City, State, Congressional District. A short name by which the project may be identified, including a very brief description of what the funds will be used for and the project's location (city, county, State, Tribe, Congressional District).*

General description of the project and why it is needed.

What are the benefits of this project and why is it a priority? NOTE: Benefits could include safety, environmental, economic, equity, mobility, etc.

This description will not appear in the House report.  
*EXAMPLE: Widening and resurfacing Main Street will allow the local government to add a turn lane to reduce congestion. It will also allow for safety upgrades at Avenue D where there is a high level of accidents.*

Amount requested for the community project.

Total project cost.

- Provide the amount of the total cost of the project as outlined in the STIP or TIP, if applicable.

Can the project obligate all appropriated funds within 12 months after enactment? If not, what would be the expected date of obligation?  
NOTE: Obligation occurs when a project sponsor signs a grant agreement with a federal agency.

Estimated start and completion dates

Has the request been submitted to another Subcommittee or Committee this fiscal year? If yes, which one(s)?

Does the project have other public (federal, state, local) and/or private funds committed to meet match or cost-share requirements for costs related to construction, operations, and maintenance? If so, what is the source and amount of those funds?  
NOTE: The [cost-share requirements](#) are defined in statute. In general, transit capital projects typically require 20 percent local share.

Does the project require an environmental review? If so, what is the status and/or outcome of the environmental review and National Environmental Policy Act (NEPA) category of action (if applicable)?

Type of project eligible under 23 USC 133(b) (Surface Transportation Block Grant Program); 23 USC 201 (Federal Lands and Tribal Transportation Programs); 23 USC 202 (Tribal Transportation Program); or 23 USC 165 (Territorial and Puerto Rico Highway Program).

Where is the project in the construction process?  
NOTE: Drop down options will include: Planning and Environmental Review, Final Design, Right of Way, Capital purchase or lease, Construction, and Other (please specify).

Please provide the STIP or TIP ID Number and specify which plan (ex. North Carolina STIP, New York Metropolitan Transportation Council TIP) the ID Number comes from.

EXAMPLE: See ID Number circled on [page three here](#). The STIP or TIP also can be used for the location/description of a project, the total project cost, and information about where funding comes from.

Please provide a history of federal funding for the project, if any. Include both formula funds and any discretionary grants.

*EXAMPLE: FY20 TIGER/BUILD Grant: \$10 million; FTA Formula Funds: \$5 million.*

If the request does not fully fund the project, describe where the remaining funding comes from to complete the project.

*EXAMPLE: Unidentified State funds will compose 10 percent of the remaining cost and previously identified federal formula funds will make up the rest.*

Estimates Start and Completion dates

Has the request been submitted to a federal agency for non-earmarked funds, or to another Subcommittee or Committee this fiscal year? If yes, which one(s)?

### **Airport Improvement Program (AIP)**

Department of Transportation (DOT)

#### Guidelines and Requirements for Appropriations Submissions Database

AIP community project funding requests shall 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.

#### Community Project Funding Request

For each AIP community project request, you will need to provide the following information:

Project Name.

General description of the project and why it is needed.

Amount Requested

What are the benefits of this project and why is it a priority?	
Has the airport sponsor provided assurances that the project is eligible under AIP statutes? Airport sponsors should engage with their Federal Aviation Administration Airport District Offices to ensure eligibility under statutory requirements.	
Amount requested for the Community Project Funding for fiscal year 2024, and the total project cost.	
Estimated start and completion dates.	
Does the project have other public (federal, state, local) and/or private funds for the required cost-share and committed for the forecasted operations and maintenance costs? What is the source and amount of those funds?	
Has the airport submitted a grant application for this same project to FAA?	

**Port Infrastructure Development Program**  
Department of Transportation (DOT)

Port Infrastructure Development Program projects are projects eligible under Section 54301 of title 46, United States Code, as amended by title XXXV of division C of the National Defense Authorization Act for Fiscal Year 2022.

The Subcommittee will only fund projects that meet eligibility criteria and will be administered by eligible applicants, as described by statute. As a reminder, funding may not be directed to for-profit recipients. Due to the limited amount of total CPF funding, priority will be given to projects at small inland river and coastal ports and terminals, as described in 46 U.S.C. 54301(b), and to discrete, smaller-scale projects at larger ports and intermodal connections to ports.

This program has a statutory non-Federal matching requirement, with potential exceptions for small and rural area ports. Applicants should review 46 USC sections 54301(a)(8) and 54301(b) for more information on these cost-share requirements before submitting requests for funding. Note that recipients are also required to comply with reviews and audits from the Department of Transportation.

Additionally, these projects may be subject to various Federal requirements such as Buy America and the National Environmental Policy Act. The Committee strongly encourages Members' offices and potential funding recipients to reach out to their local port authorities and the Maritime Administration's [Gateway Offices](#) to help determine the eligibility and viability of projects.

For each Port Infrastructure Development Program project request, Members will need to provide specific information through the electronic submission process. The database will include the questions below to assist the Subcommittee in vetting and selecting projects.

**Supplemental Questions**



Project Name.	
General description and benefits of the project and why it is needed.	
Amount requested for the project	
Total project cost.	
Who is the recipient? Provide a website address if available.	
Is the project at a small port, as described under 46 USC 54301(b)?	
Is the project in a rural area, as described under 46 USC 54301(a)(12) – an area that is outside of a Census-designated urbanized area?	
Estimated start and completion dates.	
Has the request been submitted to a federal agency for non-earmarked funds, or to another Subcommittee or Committee this fiscal year? If yes, which one(s)?	
Please provide a history of federal funding for the project, if any.	
Does the project have other public (state, local) and/or private funds committed to meet match or cost-share requirements? If so, what is the source and amount of those funds?	
If the request does not fully fund the project, describe where the remaining funding comes from to complete the project.	

**Consolidated Rail Infrastructure and Safety Improvements (CRISI)**  
Department of Transportation (DOT)

Rail infrastructure projects are capital projects eligible under the CRISI program authorized in section 22907 of title 49, United States Code. CRISI provides grants to assist in financing the cost of improving passenger and freight rail transportation systems. All projects must be:

- Rail capital projects or systems planning for a rail capital project;
- Supported by the state, local governmental authority, or Tribal government that would administer the project; and
- Sponsored by public entities or Tribal entities.

This is a new Community Project Funding account for Fiscal Year 2024. The Subcommittee will not fund activities that are administrative in nature even if they are eligible expenses under the statutory citation. These include but are not limited to general operating expenses, rail-related research, and workforce activities.

The Committee strongly encourages Members’ offices to reach out to the project sponsor (i.e., public agency) to determine the eligibility and viability of their projects. Projects will be subject to various Federal requirements such as competition in contracting, Buy America, and the National Environmental Policy Act.

For each CRISI request, Members will need to provide specific information through the electronic



database. The database will include the following questions to assist the Subcommittee in vetting and selecting projects. The Chair may require additional information from your office.

**Demonstration of Community Support:**

Demonstration of community support for a project is crucial for determining whether it should receive funding. Projects must have substantial evidence of community support to be considered for funding. Community support documentation can include: letters from elected officials and community groups, local transportation or community development plans, publications (including news articles), and any other documents that demonstrate public support for the project.

**Supplemental Questions**

Project Name.	
Project Recipient	
General description and scope of project, including benefits and explanation for why project is a priority.	
Amount of CPF funding requested for project.	
Total project cost.	
Does the project have other public (federal, state, local) and/or private funds committed to meet match or cost-share requirements for costs related to construction? if so, what is the source and amount of those funds?	
If the project receives less than requested, will the project still proceed without waiting for additional funding sources?	
Provide a history of federal funding for the project, if any. Include formula funds and any discretionary grants.	
Where is the project in the construction process?	
Estimated start and completion dates.	
Is the project on a state rail plan as of 12/31/2022? If yes, provide a link to the plan and specify page number.	
Is the project included in a grade crossing action plan? If yes, provide a link to the plan and specify page number.	

**Economic Development Initiative (EDI)**  
Department of Housing and Urban Development (HUD)

EDI Community Project Funding within the Community Development Fund account of the HUD title is intended for economic and community development activities, consistent with statutory and additional Committee requirements.

Project requests for the FY24 Economic Development Initiative program must be eligible under one or more of the following criteria of the Community Development Block Grant (CDBG) program: 42 U.S.C. 5305(a)(1), 5305(a)(2), 5305(a)(4), 5305(a)(5); which are as follows—but limited to—land or site acquisition, demolition or rehabilitation; blight removal; and construction and capital

improvements of public facilities, except for “buildings used for the general conduct of government.”<sup>1</sup> Programmatic and operational expenses **are not eligible.**

**5305(a)(1)** – the acquisition of real property (including air rights, water rights, and other interests therein) which is (A) blighted, deteriorated, deteriorating, undeveloped, or inappropriately developed from the standpoint of sound community development and growth; (B) appropriate for rehabilitation or conservation activities; (C) appropriate for the preservation or restoration of historic sites, the beautification of urban land, the conservation of open spaces, natural resources, and scenic areas, the provision of recreational opportunities, or the guidance of urban development; (D) to be used for the provision of public works, facilities, and improvements eligible for assistance under this chapter; or (E) to be used for other public purposes;

**5305(a)(2)** – the acquisition, construction, reconstruction, or installation (including design features and improvements with respect to such construction, reconstruction, or installation that promote energy efficiency) of public works, facilities (except for buildings for the general conduct of government), and site or other improvements;

**5305(a)(4)** – clearance, demolition, removal, reconstruction, and rehabilitation (including rehabilitation which promotes energy efficiency) of buildings and improvements (including interim assistance, and financing public or private acquisition for reconstruction or rehabilitation, and reconstruction or rehabilitation, of privately owned properties, and including the renovation of closed school buildings);

**5305(a)(5)** – special projects directed to the removal of material and architectural barriers which restrict the mobility and accessibility of elderly and handicapped persons;

EDI projects are not eligible for the reimbursement of expenses for soft costs (planning, administrative) incurred prior to the completion of a grant agreement between HUD and the grantee; a grant agreement and a completed environmental review are necessary for reimbursement of hard costs (construction activities).

For each EDI Community Project Funding request, Members will need to provide specific information through the electronic submission process. The database will include the following questions to assist the Subcommittee in vetting and selecting projects. The Chair may require additional information from your office. Please ensure Community Project Funding requests are not duplicative of requests to another Committee or Subcommittee.

### Supplemental Questions

Project Name.

*EXAMPLE: Sturgis Downtown Revitalization. City of Sturgis, St. Joseph County, Michigan, 6<sup>th</sup> Congressional District).*

General description of the project and why it is needed.

*EXAMPLE: This project will provide infrastructure needed to support downtown expansion, including housing developments in downtown Sturgis. Core components include parking lot reconstruction, alleyway accessibility/beautification upgrades (including a trailhead*

*for a future non-motorized trail), storm sewer improvements, and electrical utility work (moving electrical lines underground). The project is located in a Qualified Census Tract, traditional downtown, and will lessen financial burden on downtown property owners hit hard by economic circumstances that would otherwise have to cover higher project costs for parking lot work by way of a special assessment. The project is aligned to the city's recent placemaking efforts (added downtown firepit, public art, plaza/streetscape walkway, etc.). The City of Sturgis is confident the project is shovel ready and could be completed within the identified project period.*

What are the benefits of this project and why is it a priority?

*EXAMPLE: Downtown Sturgis is at a critical tipping point. Despite the challenges over the past two years related to the pandemic, the downtown is seeing an uptick in potential development projects, including a large-scale housing development. These projects will create an increased demand for parking and public amenities to make downtown Sturgis a destination of choice. The city is seeking to capitalize on this momentum to not only address needed infrastructure but also to create a vibrant central business district with the inclusion of a food truck court and trailhead.*

Amount requested for the Community Project Funding and the total project cost.

Who are the community partners participating in this project? Have local community development organizations with prior experience with HUD programs been consulted?

Has the request been submitted to another Subcommittee or Committee this fiscal year? If yes, which one(s)?

Is this project consistent with the primary objective of the community development program?

Please describe who the project is intended to benefit.