CONGRESSWOMAN

MADELEINE DEAN

SERVING PENNSYLVANIA'S FOURTH DISTRICT

FY 2025 Community Project Funding Resource Guide

Updated: April 25, 2024

Office of Rep. Madeleine Dean

UNITED STATES
HOUSE OF REPRESENTATIVES

Dear Friend,

I am pleased to share the following resource guide regarding how to request Community Project Funding through the annual 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 Pennsylvania's Fourth Congressional District.

In this guide, you will find an overview of the appropriations process, the Community Project Funding process, answers to frequently asked questions, my staff contact information, and a brief overview of alternative 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 Pennsylvania's Fourth District. These projects should fill a clear and present need in the community, be administered by local government or public institutions of higher education, 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 2025. That is why it is extremely important that every project and requester pursue other grant and federal/state/local funding opportunities where available, including applying for Congressionally Directed Spending from Senators Casey and Fetterman. My team and I are here to help you secure this funding.

Thank you again for your interest in this year's Community Project Funding process. I look forward to working with you to bring needed federal resources to Pennsylvania's Fourth Congressional District.

Sincerely,

Madeleine Dean
Member of Congress

Staff Contact List

Please submit all **FY 2025 Community Project Funding requests** through my office's form at [Rep. Dean FY25 CPF Request Application](#)

- **_All materials must be submitted to my office no later than Tuesday, April 30th, at 12 o'clock noon*._**

- **_The deadline for my office to submit our Community Project Funding requests to the Appropriations Committee for FY2025 will be Friday, May 3rd._**

*NOTE*: If you need more time to procure pieces of Community Support, please let my team know in advance. My team will work with each requestor on an individual and as needed basis.

For specific questions about Community Project Funding, please reach out to my staff below:

- Michael Tucker, District Director
  - Michael.Tucker@mail.house.gov
- Kathleen Joyce, Senior Advisor
  - Kjoyce@mail.house.gov
- Cole Dougherty, Special Projects Manager
  - Cole.Dougherty@mail.house.gov

Overview of the Community Project Funding Process

The House Appropriations Committee will be accepting Community Project Funding requests for Fiscal Year 2025. 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 this year.

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 **15** requests to fund Community Projects, and we cannot guarantee what will be funded.

Second, it is important that any request you make satisfies **every** requirement laid out by the House Appropriations Committee. Generally, accounts have the same requirements and application needs as regular federal grants of the same name. My team also encourages you to apply for the grant of the same name separately from this process.

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.
- Projects must be tied to existing Federal Authorization Law.
- No funds can be used by for-profit recipients.
- Matching funding must be available for each project from the state/local government (matching funding does NOT have to be in-hand, but officials must have a plan to fund in order to meet this requirement).
- Each project is funded only for FY 2025.

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.

Apply for Community project funding here: [Rep. Dean FY25 CPF Request Application](#)

Data and Lessons from FY 24, Changes for FY 25

The majority of projects requested committee-wide were in the **Transportation, Housing and Urban Development Subcommittee** (namely, Community Development Initiative grants), **Labor, Health and Human Services, Education Subcommittee, Interior Subcommittee** (namely, STAG Grants), and **Commerce, Justice, Science Subcommittee**.

Our team learned that the House Appropriations Committee values quality projects, so requests that are of high quality and well put together will have a higher chance of being included.

When making a request, please request the amount you can conceivably use, even if that number seems higher than the average award for that account.

The House Appropriations Committee under new leadership made some significant changes to the Community Project Funding Process for FY 2025. The changes are as follows:

- **Non-Profits are now excluded from submitting for HUD Economic Development Initiative ("EDI"):** In FY25, only governmental entities and public institutions of higher education will be eligible for EDI projects (more details can be found in the account descriptions).
- The total amount of money available to spend is set at .5% of federal discretionary spending. Project costs could end up limited to partial funding of requests.
- Projects must be tied to existing federal authorization law (more detail can be found in the account descriptions).
- Museums, Memorials, and "Commemorative" Projects are no longer eligible for funding.
- Accounts previously available in **Labor, Health and Human Services, Financial Services and General Government, and Defense Subcommittees** are no longer available for use, and thus unable to be requested.

As more detail becomes available, this guide will be updated.

Community Project Funding Eligible Accounts

Agriculture Subcommittee

For each Community Project Funding request, Requestors 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.

All CPF requests must meet applicable eligibility requirements for the program in which the request is made, including underlying statutory and regulatory requirements (most notably applicable cost share requirements and eligible activities). Any CPFs that are funded in an appropriations bill will need to apply to USDA for the award. The application will be reviewed for compliance prior to an 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/conservation-basics/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.

Here are the specific pieces of information needed for the Agriculture bill:

1. The website address of the proposed recipient.

2. Has the recipient secured all necessary funds to complete the project, including non-federal cost share requirements?

3. For Rural Development projects, is the project for an eligible purpose and does it meet all eligibility requirements, with the exception of any Median Household Income requirements, under current law?

4. Does the entity plan to make grants to other entities from the funds provided and, if so, to whom?

5. Why is the project a priority for the district? Briefly explain the community benefits.

6. 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)?

7. Has the project received Federal funding before and, if so, how much, when, and from which agency or agencies and program(s)?

8. Have you contacted the State Rural Development Office/State Conservation Office to discuss the project and confirm eligibility? (If not, it is strongly advised to ensure project eligibility.)

9. For ARS B&F only, is it an existing USDA owned and operated facility? (It must be, in order to be eligible.)

10. 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]

11. For ARS B&F only, does the project have distinct and separable phases?

12. For ARS B&F only, what is the estimated completion date of the project? When does completion of construction occur? [mm/yy]

13. For ReConnect requests only, 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.

14. For Conservation Operations requests only, 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.

15. For Water and Waste requests only, provide relevant information, such as the number of households, businesses, or farms that would be served.

Federal Nexus Statement

The Subcommittee suggests referencing these statutes when making the Federal nexus statement for the following types of Community Project Funding requests:

Agricultural Research Service, Buildings and Facilities

• This project has a Federal nexus because it is for the purposes authorized in 7 U.S. Code section 2250.

Natural Resources Conservation Service, Conservation Operations

· This project has a Federal nexus because it is for the purposes authorized by the Soil Conservation and Allotment Domestic Act of 1935, 16 U.S. Code sections 590a-590d and 590f-g.

Rural Development, Rural Housing Service, Community Facilities Grants

· This project has a Federal nexus because it is for the purposes authorized in Section 306 of the Consolidated Farm and Rural Development Act, 7 U.S. Code section 1926(a).

Rural Development, Rural Utilities Service, ReConnect Grants

· This project has a Federal nexus as it is for the same purposes authorized in the pilot program established by section 779 of division A of the Consolidated Appropriations Act, 2018 (Public Law 115–141).

Rural Development, Rural Utilities Service, Water and Waste Grants

· This project has a Federal nexus because it is for the purposes authorized in Section 306 of the Consolidated Farm and Rural Development Act, 7 U.S. Code section 1926(a)(2).

Rural Development, Rural Utilities Service, Distance Learning and Telemedicine Grants

· This project has a Federal nexus because it is for the purposes authorized in Section 2331 of the Food, Agriculture, Conservation, and Trade Act of 1990, 7 U.S. Code section 950aaa.

Department of Agriculture- Additional Information

Community Facilities Grants (Rural Development)

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.

Project requests for non-essential facilities such as community gardens or museums will not be considered. 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. In-kind contributions and other Federal formula or grant resources cannot be counted towards match requirements.

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 2024, the average Community Facilities CPF award was about $1.2 million.

ReConnect Program (Rural Development)

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 2024, the average ReConnect CPF award was nearly $1.2 million.

Distance Learning and Telemedicine Grants (Rural Development)

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 or 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. For fiscal year 2024, the average DLT CPF award was $600,000.

Water and Waste Disposal Grants (Rural Development)

The Water and Waste Disposal Grant Program may be used to finance the acquisition, construction or improvement of drinking water sourcing, treatment, storage and disposal; sewer collection, transmission, treatment and disposal; solid waste collection, disposal and closure; and storm water collection, transmission, and closure.

Members are strongly encouraged to provide details on the number of households and businesses served and details of the exact work to be completed.

Eligible entities include rural areas and towns with population of 10,000 or less and Tribal lands in rural areas. Potential recipients will be required to provide a 25% non-federal cost share.

The State Rural Development Office is a valuable resource to answer program questions, including eligibility. For fiscal year 2024, the average Water and Waste CPF award was nearly $1.5 million.

Buildings and Facilities (Agricultural Research Service)

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. Facility requests must be for ARS-owned facilities or for facilities that are already partnering with ARS.

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.

Requested funding for new facilities that do not have an existing ARS tie will not be considered.

Conservation Operations (Natural Resources Conservation Service)

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 FY25, the Subcommittee will only consider projects for funding recipients that are State, local, and Tribal organizations, or 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 FY24.

Commerce, Justice, Science, and Related Agencies Subcommittee

Department of Justice

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

DOJ Byrne Justice Grants projects assist state, local, and Tribal law enforcement efforts to enforce laws, address violent crime, increase prosecutions, improve the criminal justice system (including the correctional system), provide victims' services, and other related activities.

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 U.S.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 Chairman will not support the use of Byrne Justice Grants 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 Chairman 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 Justice Grants 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 Justice Grants program, which may help guide you in gauging the eligibility of a proposed Byrne Justice Grants 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 Grants project requests:

1. Is the recipient entity a non-profit organization as described under section 501(c)(3) of the Internal Revenue Code of 1986? [yes/no]

2. 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.

3. Is the purpose of this request the construction or renovation of a building? [yes/no]

4. Are you aware of another Member making a request for this same project? [yes/no]

5. Please provide the location of this project, in the format *'City (or County), State'*.

Community Oriented Policing Services (COPS) - Technology and Equipment

DOJ 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 and Equipment project requests:

1. Is the recipient a State, Tribal, or local law enforcement agency?

2. 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.

3. Is the purpose of this request the construction or renovation of a building? [yes/no]

4. Are you aware of another Member making a request for this same project? [yes/no]

5. Please provide the location of this project, in the format *'City (or County), State'*.

Department of Commerce

NIST Scientific and Technical Research and Services (STRS)

NIST Scientific and Technical Research projects support standards-related research and technology development.

Purpose & Federal Nexus

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:

1. Is the recipient entity a non-profit organization as described under section 501(c)(3) of the Internal Revenue Code of 1986? [yes/no]

2. 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.

3. Are you aware of another Member making a request for this same project?

4. Please provide the location of this project, in the format *'City (or County), State'*.

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

NOAA 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

NOAA 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:

1. Is the recipient entity a non-profit organization as described under section 501(c)(3) of the Internal Revenue Code of 1986? [yes/no]

2. 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.

3. Are you aware of another Member making a request for this same project?

4. Please provide the location of this project, in the format *'City (or County), State'*.

National Aeronautics and Space Administration (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.

Supplemental Questions for NASA Safety, Security, and Mission Services project requests:

1. Is the recipient entity a non-profit organization as described under section 501(c)(3) of the Internal Revenue Code of 1986? [yes/no]

2. 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.

3. Is the purpose of this request the construction or renovation of a building? [yes/no]

4. Are you aware of another Member making a request for this same project? [yes/no]

5. Please provide the location of this project, in the format 'City (or County), State'.

Energy and Water Development Subcommittee

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

Not all programs within these accounts will be open for Community Project Funding requests.

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.

To support the funding level and scope of a project included in the President's budget request, please submit a program request. *[Please note that funding for projects in the budget request may not be automatic, and therefore, the Committee strongly recommends Members submit a program request in support of each budget request project the Member supports, especially any new project.]*

A Community Project Funding request is only necessary to request an increment of funding or scope above and beyond the President's budget request.

Program request to support the President's budget request of $10 for Project A.

Community Project Funding request to support $5 in addition to the President's budget request for Project A.

Program request or Community Project Funding request to support $15 for Project A.

U.S. Army Corps of Engineers and Bureau of Reclamation

Within the Corps of Engineers and Bureau of Reclamation, the Committee will accept program requests for additional funding above the budget request for categories of projects (e.g., navigation maintenance, flood control studies, etc.), but Members should be aware that this funding may be extremely limited in fiscal year 2025. For specific projects of particular interest, Members are strongly encouraged to submit Community Project Funding requests for amounts above the budget request.

After the official Community Project Funding requests have been received, the Subcommittee will ask the federal agencies for technical assistance on each requested project, including the information described in the suggested questions below. The Subcommittee will evaluate project requests based on the information provided to the Subcommittee directly from the federal agency.

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.

Additional Questions:

Is the project authorized? Is the scope of work to be funded within existing authorization?

- 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?
  - If the project is an individually authorized project or a project under the Corps of Engineers Continuing Authorities Program, include the statutory citation in the statement of federal nexus.
  - If the project is authorized in a manner other than an individual project authorization or under the Corps of Engineers Continuing Authorities Program, please contact the Subcommittee for further clarification of eligibility prior to submitting a request.
- If NO, STOP – the project is not eligible as a Community Project Funding request in the Energy and Water Development appropriations bill.

What is the official project name?

- Include this name in the "Project Title" field in the electronic system and in the certification of no financial interest.

What is the fiscal year 2025 capability?

- This amount is the maximum funding level the Subcommittee will consider for inclusion in the appropriations bill. The existence of a capability amount does not guarantee that funding level – or any funding – will be able to be accommodated in the appropriations bill; it simply indicates the maximum amount that can be considered for inclusion.

For a Corps of Engineers project, what is the correct appropriations account in which to request funding?

- Submit the Community Project Funding request under this account.

For a Corps of Engineers project, is this project a new start?

- The Subcommittee may need to focus fiscal year 2025 resources on making progress on ongoing projects, in order to maximize federal benefits. If so, new starts may be very limited, if included at all. While new start requests will be accepted, Members should consider this limitation when making requests.

For a Corps of Engineers project, is this project an environmental infrastructure (EI) project?

- The Subcommittee may need to focus fiscal year 2025 resources on projects in the main mission areas of the Corps (navigation, flood and storm damage reduction, environmental restoration), in order to maximize federal benefits. If so, EI projects may be very limited, if included at all. While EI requests will be accepted, Members should consider this limitation when making requests.

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)?

- If YES, the project is not eligible as a Community Project Funding request in the Energy and Water Development appropriations bill.

Homeland Security Subcommittee

There are two Federal Emergency Management Agency (FEMA) grant programs within the Subcommittee on Homeland Security's jurisdiction that are open to CPF requests: **Pre-Disaster Mitigation (PDM) grants** and **Emergency Operations Center (EOC) grants**. Please review the purpose and eligibility requirements, including any environmental and historic preservation requirements, for these two grant programs to ensure proper consideration of the Member's request.

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.

While the subcommittee will try to provide the full federal cost share for funded Community Project Funding, overall demand may limit the ability to do so. Members are encouraged to make clear the minimum amount of federal funding for a project required in order for it to move forward.

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)).

Department of Homeland Security

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) for the Building Resilient Infrastructure and Communities grant program. 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 2025 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). Each project request must be accompanied by a letter from the respective State or Territorial Administrative Agency, or Tribal government, in order to be considered for funding.

CPF funding in the FY 2024 House bill ranged between $75,000 and $10,000,000 for individual PDM grants.

Additional questions for Pre-Disaster Mitigation Projects:

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 pre-approved 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 disproportionally 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), 7 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 for the competitive EOC Grant Program. **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 2025 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). **Each project request must be accompanied by a letter from the respective State or Territorial Administrative Agency, or Tribal government, in order to be considered for funding.**

CPF funding in the FY 2024 House bill ranged between $89,000 and $3,000,000 for individual EOC grants.

Additional questions for Emergency Operations Center Grant Requests:

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 funding 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 and Environment Subcommittee

In FY 22
Total Funding: $968,212,763
Average Project Cost: $2,166,024
Median Project Cost: $2,000,000
Number of Requests: 447

Department of the Interior

For FY 2025, 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.

Environmental Protection Agency

State and Tribal Assistance Grants (STAG)

*W*hen submitting EPA STAG Community Project Funding requests, please be aware of the following guidance:

- Ban on for-profit recipients and privately-owned projects. The Committee will not fund projects to for-profit entities and privately-owned projects are NOT eligible for infrastructure grants, even if they are otherwise eligible for assistance under a SRF program. Additionally, the Committee will not fund projects for resorts, golf courses, gardens, or similar projects.

- State, municipal, local, territorial, or Tribal governmental entities as grantees. Public entities should be considered as the primary grantees to oversee the completion of the project. For STAG water infrastructure projects, States have Intended Use Plans (IUPs) with drinking water and wastewater projects that have already been vetted by governmental officials.

- Non-profits as grantees. Non-profits will be considered on a limited basis at the discretion of the Chairman. If a Member requests that funding be directed to a non-profit organization, the Member must provide evidence that the recipient is a non-profit organization as described under section 501(c)(3) of the Internal Revenue Code of 1986. Many water projects often partner with non-profit entities to complete projects. Therefore, the Chairman will consider, on a limited basis, projects that are directed to non-profits with an inherently governmental function.

- Federal Nexus. The Committee will only fund projects with purposes authorized by Federal law and that can meet all underlying Federal requirements: o Clean water/wastewater projects: Title VI of the Clean Water Act, 33 U.S.C 1381 et seq. o Drinking water projects: Section 1452 of the Safe Drinking Water Act, 42 U.S.C. 300j 12. 5

- 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: o 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. o 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. o 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 for such a project to be viable.

- One-year funding: Each project request must be for FY 2025 funds only and cannot include a request for multiyear funding.

- Project Amounts. Members should use the range of project amounts funded in FY 2024 as a general guide when making requests. In FY 2024, most EPA STAG infrastructure projects funded in the House bill ranged from $100,000 - $5,000,000. Note that the Committee may consider higher project amounts for fiscal year 2025, and any caps will be determined by the Chairman after reviewing the full universe of requests.

- Contact information. It is very important to include accurate contact information for the prospective grantee when filling out the online request. This includes a point of contact, phone number, email information, and address. The grantee name entered into the online database must match the grantee name on the signed disclosure of financial interest certification letter.

- Eligibility Questions. Member offices must answer all the eligibility questions in the database for a request to be considered including the below supplemental questions:

  o Is this a Clean Water SRF project or a Drinking Water SRF project?

  o 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? o Given the Federal nexus requirement, does the project help meet or maintain Clean Water Act/Safe Drinking Water Act standards? If so, please describe.

Military Construction, Veterans Affairs Subcommittee

In FY 23
Total Funding: $381,219,000
Average Project Cost: $13,614,964
Median Project Cost: $4,750,000
Number of Requests: 28

All Projects must be for purposes authorized by 10 U.S.C. Chapter 169 and the FY22 National Defense Authorization Act.

*NOTE: Most of these requests **MUST** be included in the President's FY23 Budget to be requested as a CPF

The following types of projects are eligible to be considered for community project funding, provided that they comply with the specified guidelines listed below. The subcommittee will not consider requests for community projects unless they appear on a list provided to Congress by the Secretary of Defense or his/her designee. More detail regarding such lists can be found 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) 2025 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 FY25-FY29 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 FY25.
- Submitted to the House Armed Services Committee (HASC) for inclusion in the FY25 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.
  - If your office does not have a direct point of contact, we recommend you contact the appropriate office:

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 FY25-29 FYDP listing the military construction projects that may be eligible for Community Project Funding in FY25 can be obtained through the Under Secretary of Defense (Comptroller) website: https://comptroller.defense.gov/Budget-Materials/.

Please contact the Subcommittee if you have any issues identifying the eligible FY25 sources for military construction Community Project Funding requests.

The Committee may limit the number and amount of any Community Project Funding in FY25, based upon the availability of funds. Any caps will be determined by the Chair after reviewing the full universe of requests.

Supplemental Information

For military construction Community Project Funding requests, the following information will be needed. This information is specific to the Subcommittee on Military Construction, Veterans Affairs, and Related Agencies. Please contact the subcommittee if you need assistance.

- Which Service is the project for?
- Project Title.
- Amount Requested for FY25.
- Program (Is the funding request for construction, unspecified minor construction, or planning and design?).
- Project Location (State/Territory Title).
- Installation Name (Location Title).
- Is the project on the FY25-FY29 FYDP? If so, which fiscal year?
- Is the project on a FY25 Service or Combatant Command unfunded requirements/unfunded priorities list (UFRs/UPLs)?
- Does the project have a DD Form 1391?
- If a Reserve Component project, does it require a State funding match? · Is this project at or above 35% design complete?
- Can the project funds be obligated in FY25?
- Has a corresponding request been submitted to HASC for inclusion in the FY25 NDAA? If a project was previously authorized in a NDAA, please provide the fiscal year.
- Who is the point of contact in the requesting office?

Transportation, Housing and Urban Development Subcommittee

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. All projects must be:

>1. Transit capital projects or project-specific planning1 for a transit capital project;

>2. Supported by the state, local governmental authority, or Tribal government that would administer the project. Inclusion in a Statewide Transportation Improvement Plan (STIP) or Transportation Improvement Plan (TIP) would satisfy this requirement; and

>3. Sponsored by designated or direct recipients, States (including territories and the District of Columbia), local, or tribal governmental authorities.

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 but are not limited to general operating expenses, joint development projects, and planning activities authorized under sections 5303, 5304, and 5305 of title 49, United States Code.

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 to reach out to the project sponsor (i.e., transit agency) to determine the eligibility and viability of their projects.

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. Any projects for which the sponsor is seeking or will seek a CIG grant will not be considered.

For each Transit Infrastructure Project 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: 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.

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 chapters 1 and 2 of title 23, United States Code, are also eligible.

All projects must be:

1. Capital projects or project-specific design for a capital project.

2. Supported by the state or Tribal government that would administer the project. Inclusion in a Statewide Transportation Improvement Plan (STIP) or Transportation Improvement Plan (TIP) would satisfy this requirement.

3. Requested 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 planning 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.

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 demonstrating public support for the project.

Airport Improvement Program (AIP)

AIP community project funding requests are intended to enhance airport safety, capacity, and security, and address environmental issues.

All projects must be:

- AIP eligible in accordance with 49 U.S.C. 47100 et seq., and FAA policy and guidance.
- Included in the FAA's National Plan of Integrated Airport Systems (NPIAS).
- Supported broadly by local stakeholders, including residents, businesses, and elected officials.
- Administered by an airport and/or airport sponsor.

Federal Requirements:

Projects will be subject to various Federal requirements such as competition in contracting, Buy America, and the National Environmental Policy Act. The potential grantee should reach out to FAA Regional District Offices to ensure that projects will be in compliance with these mandates.

Cost Share:

For large and medium primary hub airports, the grant covers 75 percent of eligible costs (or 80 percent for noise program implementation). For small primary, reliever, and general aviation airports, the grant covers a range of 90-95 percent of eligible costs, based on statutory requirements. Specific cost share requirements should be understood by the grantee, and verified by the FAA Regional District Office, along with other requirements to receive FAA funding.

Demonstration of Community Support:

Demonstration of community support for a project is crucial for determining whether it should receive funding. Projects that are not accompanied by substantial evidence of community support will not 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.

Database Questions:

For each AIP community project funding request, Members will need to provide specific information through the database. The database will include the questions below to assist the Chair in evaluating and selecting projects. The Chair may require additional information on the project beyond the information provided in the database.

1. Airport Recipient and Project Name.
    a. EXAMPLE: Rehabilitate runway. Airport Name (Include three letter or number airport code).
    b. NOTE: This description may be used to list the project in the House report and should be as accurate as possible to ensure that the funding is provided to the correct project and location.
2. General description of the project and why it is needed.
3. 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.
4. What are the benefits of this project and why is it a priority?
5. Amount requested for the community project for fiscal year 2025, and the total project cost.
6. Estimated start and completion dates.
7. 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?
8. Has the airport submitted a grant application for this same project to FAA?

Port Infrastructure Development Program

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 2024.

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.

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.

Community Project Funding Supplemental Questions in the Database for Port Infrastructure Development Projects:

1. Project Name. A short name by which the project may be identified, including a very brief description of how the funds will be used.
    a. EXAMPLE: Terminal 2 Expansion and Emissions Reduction Project, City, State, Congressional District.
    b. NOTE: The project name and location will be used to list the project in the House Report and should be as accurate as possible to ensure that the funding goes to the correct project and location. Any changes after enactment will require additional legislative actions.
2. General description and benefits of the project and why it is needed.
3. Is the project at a small port, as described under 46 USC 54301(b)?
4. 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?

5. If the request is for a phase of a larger project, describe all other phases and how this request relates to the entire project.
6. Has the recipient engaged in discussions with the Maritime Administration and received assurances that the project is eligible under applicable statutes?
7. Please provide a history of any federal funding already received or approved for the project.
8. 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?

Consolidated Rail Infrastructure and Safety Improvements (CRISI)

This is a new account for FY 24

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 intercity passenger rail and freight rail transportation systems. All projects must be:

- Rail capital projects, systems planning for a rail capital project, or project development for a rail capital project (e.g., NEPA and preliminary engineering);
- Supported by the state, local governmental authority, or Tribal government that would administer the project; and
- Sponsored 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 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, non-federal share requirements, Buy America, and the National Environmental Policy Act. For more on 49 U.S.C. 22905(c) Rail Improvement Grant Conditions, see FAQ.

The Committee also strongly encourages Members' offices to review the Federal Railroad Administration (FRA) Capital Project Guidance and share this document with the project sponsor to ensure the lifecycle stage of the project matches the requirements.

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:

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.

Department of Housing and Urban Development

Community Development Fund (CDBG) (Economic Development Initiative (EDI))

Please note: In a change from FY24, the only eligible recipients for Community Project Funding in the Economic Development Initiatives account are the following types of governmental entities and public institutions of higher education:

- States and the District of Columbia
- Territories
- Tribal governments
- Counties
- Cities, towns, parishes, or other local government entities
- Public colleges and universities, including community colleges

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 FY25 Economic Development Initiative program must be consistent with the goals of one or more of the following eligible uses of the Community Development Fund (CDF): 42 U.S.C. 5305(a)(1), 42 U.S.C. 5305(a)(2), 42 U.S.C. 5305(a)(4), and 42 U.S.C. 5305(a)(5). These statutory eligibilities focus on 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." 1 Similar to FY 2024, programmatic and operational expenses are not eligible. Programmatic and operational expenses are <u>not eligible</u>.

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

Given that projects must meet these authorized purposes of the CDBG program, the Committee expects to fund the following types of projects and other similar projects:

- Water or sewer infrastructure projects, which are not otherwise eligible to be funded as CPFs in EPA STAG (Interior bill) or Rural Water and Waste (Agriculture bill);
- Local road infrastructure, which is not otherwise eligible as a CPF in Highways (in this bill);
- Streetscape improvements;
- Housing rehabilitation or construction, residential conversions, and neighborhood revitalization projects, which would increase housing supply and/or improve housing affordability in the local community;
- Projects with a clear economic development benefit, such as workforce training centers;
- Projects that meet a compelling local need consistent with the statutory purposes.

All projects will be evaluated based on the individual submissions, and projects will be selected based on the merits of the project relative to other projects and the availability of CPF funding.

So that Members have the clearest possible guidance on the front end, the following types of projects are not eligible for CPF funding:

- Museums, commemoratives, memorials;
- Swimming pools, water parks, golf courses;
- Healthcare facilities;
- Venues strictly for entertainment purposes – e.g., theaters and performing arts venues.
- Strictly research or planning activities; and,
- Buildings for the general conduct of government (courthouses, post offices, city halls), which are not allowed under the statute.

Reminder on Environmental Review Requirements: EDI projects, like all projects funded by HUD, are subject to requirements under the National Environmental Policy Act (NEPA), HUD's NEPA-implementing regulations at 24 CFR Part 50 or 24 CFR Part 58, and all applicable federal environmental and historic preservation laws, regulations, and Executive Orders. An environmental review must be completed before HUD funds and new commitments of non-HUD funds can be used on a project (24 CFR 58.22).

Reminder on Buy America Preference (BAP): The "Buy America Preference" (BAP), in the Build America Buy America (BABA) Act within the Infrastructure Investment and Jobs Act (P.L. 117-58), requires that all iron and steel, construction materials, and manufactured products used in federally funded infrastructure projects are produced in the United States. Effective February 22, 2024, BAP applies to iron and steel for all EDI grantees, and effective August 23, 2024, this will extend to construction and manufacturing materials as well.

In addition to meeting the above eligibility criteria, all projects must meet these Committee requirements:

- Members are advised that projects submitted under 42 U.S.C. 5305(a)(1)(C) will be disfavored if the only or primary purpose of the project is "beautification" or historic preservation, without evidence of other community development or economic development benefits.
- Requesting offices are required to provide a valid Taxpayer Identification Number (TIN) and/or Employer Identification Number (EIN) for each potential EDI recipient, as well as the Unique Entity Identifier (UEI), which is an entity's official identifier for conducting business with the federal government. If an entity does not presently have a UEI, they can register for one at SAM.gov. Applicants should have this information readily available to provide to your office.

NOTE: Political subdivisions and school districts/boards may not have their own unique TIN or UEI. In this case, we recommend naming the recipient as the legal entity under which they are formed and naming the political subdivision

44

in the project description (e.g., "City of Alexandria/For the Department of Public Works' roadway improvements").

Soft costs (planning, administrative) for EDI projects can be incurred after the date of final enactment. However, if the recipient incurs soft costs after enactment, but before the grant agreement is executed, they do so at their own risk. If the project is found to be ineligible by or the grant agreement is never signed, HUD cannot reimburse for those soft costs. Hard costs (construction activities) can only be incurred after the successful completion of the required environmental review.

For each EDI 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 Subcommittee.

Supplemental Questions:
1. Project Name.
2. General description of the project and why is it needed.
3. Is this project on a state or local jurisdiction's consolidated plan with HUD? If yes, please link and provide the page number where it can be found. If not, please explain how the project is consistent with CPF statute.
4. Amount requested for the Community Project Funding and the total project cost.
5. Are there community partners participating in this project?
6. Does the grantee have experience executing a federal grant?
7. Has the request been submitted to another Subcommittee or Committee this fiscal year? If yes, which one(s)?
8. Is this project consistent with the primary objective of the community development program? Please describe who the project is intended to benefit.
9. What is the entity's TIN/EIN?
10. What is the entity's UEI?
11. What is the ZIP code of the project location? If the project spans multiple ZIP codes, provide the ZIP code where most of the appropriation would be spent.

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.

Community Project Funding is known as Congressionally Directed Spending in the U.S. Senate.

Is there a deadline for submitting a request?

Yes. The deadline to submit a Community Project Funding request for our office is **April 30th at noon**. If you need additional time to procure additional pieces of Community Support, please let my team know in advance. My team is happy to work with you on a case-by-case basis.

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 our office submits my 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 no more than 20 days after requests are submitted.

How many Community Project Funding requests will the Congresswoman make?

In FY 2025, Members of the House of Representatives are limited to submitting **15** requests for Community Project Funding across the entire House Appropriations Committee.

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 given the high demand.

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 of your federal representatives.

How much should I request?

It depends on the account from which you are requesting funds. You should request the amount you need and can realistically use in the time frame laid out for use in the grant (generally one year from when funds are received.) Receiving funds from Community Project Funding in one Fiscal Year is not a guarantee for Community Project Funding in future Fiscal Years. You should only use last year's funding data as general information and should not be dissuaded from requesting an amount larger than average for the account you're requesting for. You should not, though, request more funds than you need or that can be realistically spent in the Fiscal Year for which you receive the funds. Many accounts have information from the committee on the maximum level of funding that will be considered.

How should I determine how much funding to request?

The level of funding request should be justified by the project proposal, budget plan, and community support. Data on the range of projects can be found in this guide, though you should request what you can realistically use and spend in the Fiscal Year of award. In FY 24, the committee awarded well outlined and high-quality projects with the requested amount generally.

A helpful indication may be to look at what a typical grantee may receive for a one-year allocation of funding for the specific program you are interested in requesting a Community Project Funding request for.

Is there a minimum amount one should request for Community Project Funding?

No, there is no minimum amount of funding to request.

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. In FY24, most projects were funded at the requested level, though we expect that could change. 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 2025 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.

In order for my team and I to properly examine all requests, my office's deadline will be **April 30th at noon**.

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

49

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.

Can funds from the American Rescue Plan for State/Local Government Relief be used for the non-federal match component of Community Project Funding?

Our office anticipates guidance from the Department of Treasury to address this question. In the CARES Act, state and local funding was eligible to pay for the non-federal share of a narrow set of Stafford Act costs related to FEMA.

Are all non-profits eligible?

501(c)(3)'s are eligible for certain accounts under Community Project Funding.

What is the anticipated timing for disbursement of Community Project Funding relative to passage of the legislation?

When Community Project Funding is secured in the final spending bill, this will create a grant program for which the requester is the only eligible applicant. The requester will need to apply for the grant that is their Community Project Funding before funds will be disbursed. In terms of timeline, this will vary by federal department/agency as this will be a new

50

process to implement. For context, regular grants usually take between 6-10 months.

Does Fiscal Year 2025 refer to the federal fiscal year or the state fiscal year?

This refers to the Federal Fiscal Year; Fiscal Year 2025 begins on October 1, 2024. Many states have a fiscal year that begins in July. It is not an issue if the state FY 2026 overlaps with federal FY 2025.

If the FY25 spending bill isn't finalized until much later (i.e. December 2024), will Community Project Funding requests still need to be fully obligated and spent by September 30, 2025, or will they have 12 months after enactment to obligate funds?

The question on our Community Project Funding form regarding 12 months is primarily for planning purposes and to assess whether the recipient is ready to access the funds. If approved, Community Project Funding will be available for the same "period of availability" as other federal funds in the same account. That could be for one-year, two-years, or five-years depending on the project type.

Will Community Project Funding be taken from the overall funding pot for specific agencies?

For FY 2025, no more than 0.5% of discretionary spending will be allocated to fund all Community Project Funding.

What limitations are there on non-federal matching funds? Can this come from private donations or is it limited to state and local funding sources? Would in-kind matches be determined at the programmatic level or is there a general rule?

Some programs allow for in-kind matches. The criteria differ based on what the laws for each agency and program allows.

If a non-profit did a membership campaign or donation drive and is able to show the number of donors, as well as that donors were predominantly local residents, would that be considered acceptable community support?

The House Appropriations Committee has recommended publicly available documents such as letters from community leaders, press articles, resolutions passed by local governments, and public planning documents.

Are capital projects eligible for Community Project Funding?

In certain cases, yes. This guide outlines which programs do and don't include capital funding.

Is there a preference for programmatic funding or Community Project Funding?

There is no preference, but the distinction between the two should help guide whether your request is programmatic in nature or a Community Project Funding request. Community Project Funding is for a specific governmental entity or public institutions of higher education to carry out a specific program or project in the spending bill at a specified level.

Can Community Project Funding be used for payroll and other operating expenses?

No. Community Project Funding is intended as a one-time infusion of resources to move a project forward that benefits the community and using it for operating expenses would potentially create a budgeting cliff. There's no guarantee that if one receives Community Project Funding in one fiscal year that there will be subsequent funding in later fiscal years for the same project.

When will we hear back about our request?

This will be a long and competitive process. First, my office will publicly post the requested Community Project Funding requests I will submit to the House Appropriations Committee. Then, the House Appropriations Committee will review and finalize a list of Community Project Funding requests from across the country to be included in the FY 25 House spending bill, which is expected to pass the House in the late summer. Any differences between the House and Senate Appropriations bills will need to be resolved in the early fall before passing and enacting a final spending bill for FY 25.

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.

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

To sign up for my newsletter visit my website here: https://dean.house.gov/newsletter-subscription

And visit our Grants website for more Grant Options: https://dean.house.gov/grants

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.

<u>Feedback</u>

I hope this guide is helpful to you in compiling your Community Project Funding requests. My team has spent many hours putting our process and this guide together. Your feedback is essential to ensuring that this guide and process remain user-friendly. Please share any feedback you have with my staff.

Thank you.