

Community Project Funding Request Guidelines

Before submitting a Community Project Funding request for FY2022, please carefully review the following information. As a reminder, our office can only consider requests meeting these specific guidelines, including:

- Recipient is a state or local government or eligible non-profit—**no requests** for for-profit recipients will be considered;
- Applicant **must** provide evidence of community support for the requested project (examples could include, but are not limited to, letters of support from elected community leaders, press articles, projects listed on State intended use plans, etc.);
- Acknowledging required matching requirements—several Federal programs eligible for Community Project Funding requests require a state or local match for projects either by statute or according to longstanding policy—the Committee will **NOT** waive these requirements. This does not mean that matching funds must be in-hand prior to requesting a project, but that the applicant must have a plan to meet such requirements in order for such a project to be viable;
- Each project must be for Fiscal Year 2022 funds **ONLY** and **CANNOT** include a request for multiyear funding; and
- If the applicant is a non-profit organization, you **MUST** provide evidence that the organization is described as such under section 501(c)(3) of the Internal Revenue Code of 1986.

PLEASE NOTE: Each Subcommittee, and account within each subcommittee, will require specific information as part of your request. If you have questions regarding what will be needed as part of your request, or have any other questions, please contact our office at 202-225-5802.

Below, please find specific eligibility requirements for each subcommittee. Please ensure you read each specific subcommittee’s requirements, and provide the necessary information when completing our office’s request form. **On the last page of this document, you will find Subcommittee specific request forms—please use the corresponding form to submit your request.**

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

The Subcommittee will **only** accept Community Project Funding requests in three accounts as noted below:

- Agricultural Research Service, Buildings and Facilities
- Rural Development, Rural Community Facility Grants
- Rural Utilities Service, ReConnect Grants

Please include the following information with your request:

- If there are additional costs necessary to complete the project, have those been secured?
- For rural development projects, is the project for an eligible purpose and does it meet all eligibility requirements under current law?
- Does the entity plan to make grants to other entities from the funds provided and if so, to which entities?
- Has any funding for the project been included in any presidential budget and if so, how much, in which fiscal year, and in which agency or agencies and program(s)?
- Has the project received federal funding before and if so, how much, when, and from which agency or agencies and program(s)?
- For ARS B&F only, what is the estimated start date of the project? How soon could the feasibility/engineering design phase commence? [mm/yy]
- For ARS B&F only, does the project have distinct and separable phases?
- For ARS B&F only, what is the estimated completion date of the project? When does completion of construction occur? [mm/yy]
- For ReConnect requests, please provide relevant information, such as the number of households, businesses, or farms that would be served, what the performance of the service to be offered will be, and whether healthcare or educational facilities will be served.

Commerce, Justice, Science, and Related Agencies:

The Subcommittee will **only** accept community project funding requests in the following accounts:

- Byrne Justice Assistance Grants ([Overview](#) and [FAQs](#))
- COPS Technology and Equipment
- National Oceanic and Atmospheric Administration--Operations, Research, and Facilities
- National Aeronautics and Space Administration--Safety, Security and Mission Services

Please include the following information with your request:

- Project description—but please limit your description to 1,000 characters and only include a description of what the project is
- Explanation and justification for the request
- Please indicate whether you are submitting the same request with another Member (just Yes/No, not which Member(s))

For additional information on the eligible accounts listed above, please see below:

Byrne Justice Assistance Grants:

Byrne JAG Grants assist state, local, and tribal law enforcement efforts to prevent crime, improve the criminal justice system, provide victims' services, and other related activities. Community projects funded under this category must comply with the requirements cited in JAG statutes and be consistent with Justice Department guidance for the program. The Committee encourages community project funding designed to help improve police-community relations.

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

COPS Technology and Equipment:

Funding will be provided for community project grants for State, local, and tribal law enforcement to develop and acquire effective technologies and interoperable communications that assist in investigating, responding to, and preventing crime, provided that such equipment meets the applicable requirements of the National Institute of Standards and Technology (NIST) Office of Law Enforcement Standards (OLEES). This funding will allow recipients the opportunity to establish and enhance any of a variety of technical equipment and/or programs to encourage the continuation and enhancement of community policing efforts within their jurisdictions. These projects should help improve police effectiveness and the flow of information among law enforcement agencies, local government service providers, and the communities they serve. Historically, the Committee has not funded vehicles or building construction or renovation as part of community project funding under this account. Recipients of community project funding under this account may not sub-grant to other organizations or agencies.

National Oceanic and Atmospheric Administration--Operations, Research, and Facilities:

This account does not fund construction projects, and as such, any such requests will not be considered. Requests for funding will be considered for research, demonstration, or education projects performed by external partners or for prioritizing NOAA internal funds for geographically specific projects. Any such project must be aligned with NOAA's mission and within their existing authorities. The subcommittee will not entertain requests for community project funding for the National Weather Service or the Office of Marine and Aviation Operations. Coastal Zone Management funds are distributed to states on a formula basis and will not be considered for community project funding. Historically, the Committee has not funded vehicles or building construction or renovation as part of community project funding under this account.

NASA Safety, Security, and Mission Services:

Funding must be for activities consistent with and supportive of the work of NASA's mission directorates and within the agency's authorities, such as STEM education activities and scientific research. Funding for building construction or renovation projects will not be considered for community project funding.

Defense:

The Subcommittee will **only** accept project requests in the following accounts:

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

Please include the following information with your request:

- Provide the name of the specific recipient for the project request and the amount requested for fiscal year 2022.
- Provide a description of the desired outcome of the project and how it would benefit the Department of Defense.
- List the line number and Program Element number proposed to fund the project.
- Disclose whether the project is being requested in another bill.
- State whether the request is a new or existing project; if existing, whether it previously received federal funds; and if so, identify the account, amount of funding, and fiscal year.
- Provide the total cost of the project.
- List the required funding in future years and the source of that funding/ determine whether the program could start in a limited capacity if the Appropriations Committee cannot fully fund the request.

Energy and Water:

The Subcommittee will **only** consider Community Project Funding requests in the following accounts:

Corps of Engineers:

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

Bureau of Reclamation:

- Water and Related Resources

Please include the following information with your request:

- Amount Requested for FY22 (If the project is included in the President's budget request, the amount requested for FY22 should be that amount plus the additional amount you are requesting for the project)
- If the project is not included in the President's budget request, the amount requested for FY22 should be the amount you are requesting for the project
- Whether or not this project can obligate all requested funds within 12 months after enactment
- Whether the request will be submitted to another subcommittee this fiscal year

Financial Services and General Government:

The Subcommittee will include an option to submit Community Project Funding requests for the **Small Business Administration, Small Business Initiatives.**

For each Community Project request, Members will be asked to respond to a series of questions intended to provide transparency and ensure the Community Project is a valuable use of taxpayer funds. The type of information that will be requested includes:

- Location of the Community Project,

- Cost of the project, including the amount requested for the Community Project from this or any other Appropriations Subcommittee, and other funding sources,
- Explanation of the request, including purpose and benefits provided by the Community Project, and
- Oversight and management structure for the Community Project, including accountability measures and performance standards to evaluate success.

Homeland Security:

The Subcommittee will **only** accept Community Project Funding requests for the following Federal Emergency Management Agency, Federal Assistance accounts:

- [Pre-Disaster Mitigation Grants](#)
- [Nonprofit Security Grants](#)
- [Emergency Operations Center Grants](#)

Please include the following information with your request:

- Include a project description consisting of not more than 1,000 characters.
- Include a budget describing in detail how the requested federal funding will be used by the grantee.
- Indicate whether you have submitted this request with another Member office (just Yes/No, not which Member(s)).

Please refer to the requirements detailed in the most recent Notice of Funding Opportunity for each account above. Please pay careful attention to FEMA’s eligibility requirements when submitting your requests.

Interior, Environment, and Related Agencies:

The Subcommittee will **only** accept project requests in the following accounts:

- Federal land acquisitions through the Land and Water Conservation Fund (Note: The Subcommittee will accept requests for these community projects after the release of the full President’s budget.).
- Environmental Protection Agency State and Tribal Assistance Grants for certain water infrastructure projects.
- Certain State and Private Forestry projects within the U.S. Forest Service.

For each community project funding request, applicants will need to submit the following information:

- Amount requested
- Total project cost
- FY 2022 President’s Budget Request (if applicable)
- FY 2021 enacted level (if applicable)
- Can the project obligate all of the appropriated funds within 12 months after enactment (yes/no)?
- Was this request submitted to another subcommittee this fiscal year, and if so, which one?
- Estimated start and completion dates for the project

Additionally, depending on the type of community project funding request, applicants should be prepared to answer the additional supplemental questions:

Land and Water Conservation Fund project for BLM/FWS/NPS/USFS

- Is the requested project on either the president's proposed or supplemental LWCF project list submitted by the agency?

Environmental Protection Agency, State and Tribal Assistance Grants, Clean Water/Drinking Water infrastructure projects

- Please indicate whether this is a Clean Water SRF project or a Drinking Water SRF project
- Does the project have (or expects to have within 12 months) its 20 percent matching fund requirement
- Is the project on your state's most recently finalized Clean Water/Drinking Water State Revolving Fund Intended Use Plan
- Has the project received federal funds previously? If so, please describe.

Labor, Health and Human Services, Education, and Related Agencies:

The Subcommittee will **only** accept project requests in the following accounts:

- Department of Labor—Employment and Training Administration—Training and Employment Services
- Department of Health and Human Services—Health Resources and Services Administration—Program Management
- Department of Health and Human Services—Substance Abuse and Mental Health Services Administration—Health Surveillance and Program Support
- Department of Education—Innovation and Improvement
- Department of Education—Higher Education

For each community project funding request, applicants will need to submit the following information:

- Project description, which must be limited to 1,000 characters.
- Budget breakout specifically describing how the requested Federal funding will be used, such as amounts for salaries for providers or instructors, tuition payments, educational materials, exhibits, supplies, evaluation activities, equipment, travel, etc.
- Justification for the request
- Please indicate whether you are submitting the same request with another Member (just Yes/No, not which Member(s))

Military Construction, Veterans Affairs, and Related Agencies:

The Subcommittee will **only** accept community project funding requests in the following Military Construction accounts under the Department of Defense:

- Army
- Navy and Marine Corps
- Air Force

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

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

- Which Service is the project for?
- Installation Name
- Project Name and Amount
- Planning and Design (Is the funding requested for planning and design costs?)
- Is the project for unspecified minor construction? (if so, please provide background)
- Is the project on the FY 2022-2026 FYDP?
- Is the project on a Service unfunded requirement (UFR) or unfunded priority list (UPL)?
- Is the project a cost-to-complete from a prior year? If so, what year?
- Has a corresponding request been submitted to HASC

Transportation, Housing and Urban Development, and Related Agencies:

The Subcommittee will only accept community project funding requests in the following accounts:

- Department of Transportation - Local Transportation Priorities
- Department of Transportation - Airport Improvement Program (AIP)
- Department of Housing and Urban Development - Economic Development Initiative (EDI)

All community project requests must meet all applicable eligibility requirements for the program in which the request is made, including any applicable cost-shares

- *Department of Transportation - Local Transportation Priorities*: Highway and transit capital projects eligible under title 23 and title 49 of the United States Code. Eligible projects are described under Section 133(b) of title 23, United States Code. Tribal and territorial capital projects authorized under Chapter 2 of title 23, United States Code, are also eligible.
- *Department of Transportation - Airport Improvement Program (AIP)*: Projects for enhancing airport safety, capacity, and security, and mitigating environmental concerns in accordance with sections 47101 to 47175 of title 49, United States Code, and FAA policy and guidance.
- *Department of Housing and Urban Development - Economic Development Initiative (EDI)*: Site acquisition, demolition or rehabilitation of housing or facilities, construction and capital improvements of public facilities (including water and sewer facilities), and public services are eligible. Funding is not limited to these identified eligible activities.

Subcommittee Specific Request Forms:

Please use the form below that corresponds with your Community Project Funding request:

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

https://docs.google.com/forms/d/e/1FAIpQLSdlwdsIRJjSjPMO-lzxmegfrYg3y1OtvL3LHP77SiJOUuNVnQ/viewform?usp=sf_link

Commerce, Justice, Science, and Related Agencies

https://docs.google.com/forms/d/e/1FAIpQLSdLIqoV6ngNm1RzycOBTqc3l0cCI6Sfmv8hodi5KgHeJDEc3g/viewform?usp=sf_link

Defense

https://docs.google.com/forms/d/e/1FAIpQLSeKTs4KMazhABST51-RGySm6uGdIInmwu1dd-I5HzsKC5w3wg/viewform?usp=sf_link

Energy and Water Development, and Related Agencies

https://docs.google.com/forms/d/e/1FAIpQLSf5ozXyzzO893n77BXgnFjaZ4SlxXLBS3KsA9Hk3xu-iO3i-Q/viewform?usp=sf_link

Financial Services and General Government

https://docs.google.com/forms/d/e/1FAIpQLSdGV6rSPLN1m-ZcvFXjXO3EzdrpQjyuWuje19vLoVLBR844Q/viewform?usp=sf_link

Homeland Security

https://docs.google.com/forms/d/e/1FAIpQLSdIjkodIcQnZUccDFmDvSIoR9fl8SuUfb8ZEiT_92jggvbs7g/viewform?usp=sf_link

Interior, Environment, and Related Agencies

https://docs.google.com/forms/d/e/1FAIpQLScy78a9F_JWhjY8nJtAatLT7JcsTCqKEKibD2E_0OrwBhuWhg/viewform?usp=sf_link

Labor, Health and Human Services, Education, and Related Agencies

https://docs.google.com/forms/d/e/1FAIpQLSffMvIE3NNicXvsdaoZ_3PEN3p8_7La1DNiFfGbuUwCzIbiQ/viewform?usp=sf_link

Military Construction, Veterans Affairs, and Related Agencies

https://docs.google.com/forms/d/e/1FAIpQLSdprK-QGUgp_xZ9IXsLixpJswnrSS1bfsL3KoTN27_1BQLrCw/viewform?usp=sf_link

Transportation, and Housing and Urban Development, and Related Agencies

https://docs.google.com/forms/d/e/1FAIpQLSfmTRO2b0WLnKGiruxghMOj1ip6vP_rsgF_h8xTcXF_CRXSyg/viewform?usp=sf_link