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**FY2024 Agriculture Appropriations Community Project Request Form**

Return completed form and required documentation to [Simpson.Appropriations@mail.house.gov](mailto:Simpson.Appropriations@mail.house.gov).

**Due Date: March 13, 2023**

Unless otherwise instructed below, failure to provide responses to each question may result in requests not being considered for inclusion.

*Note: Only non-profit entities, public institutions, and state and local government entities are eligible to request projects. Projects cannot be designated for private individuals or for-profit entities. Submissions must include proof of community support (see examples below). The Subcommittee will only accept legally eligible requests under the following accounts; Rural Development, Community Facilities Grants; Rural Development, ReConnect Program; Rural Development, Distance Learning and Telemedicine Grants; Rural Development, Water and Waste Disposal Grants; Agricultural Research Service, Buildings and Facilities; Natural Resources Conservation Service, Conservation Operations. If you have questions about the appropriations project review process, please contact* [Simpson.appropriations@mail.house.gov](mailto:Simpson.appropriations@mail.house.gov) *to discuss.*

Although programmatic and language requests may be made for any account, only six accounts in the Agriculture appropriations bill will include CPFs. Keep in mind project funding will depend on available resources, and larger requests may have to be reduced.

All CPF requests must meet applicable eligibility requirements for the program in which the request is made, including applicable underlying statutory and regulatory requirements (e.g., cost share). Any CPFs that are funded in an appropriations bill will need to apply to USDA to receive the award. The application will be reviewed for compliance prior to official award. To ensure your projects meet eligibility requirements for the Rural Development and Natural Resources Conservation Service accounts, you must consult with your respective State Rural Development or State Conservation office which can be found here:

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

Natural Resources Conservation Services: <https://www.nrcs.usda.gov/conservation-basics/conservation-by-state/state-offices>

**Entity Requesting Funds (aka non-federal project sponsor):**

**Primary Point of Contact (name, email, phone number, organization address):**

**Project Priority (if non-federal sponsor is submitting more than 1 project):**

**Short description of the project to appear in the report:**

**Total Project Cost (including breakdown of federal/non-federal shares):**

**Requested Amount:**

**Sources of funding for the full share of the cost of the project if amount received is less than amount requested:**

**Location of the Project (City and two-letter state designation in which the project would be located).**

**Complete Description of Project (limit 1000 characters, including spaces):**

**The website address of the proposed recipient:**

**If there are additional costs necessary to complete the project, have those been secured?**

**For rural development projects, is the project for an eligible purpose and does it meet all eligibility requirements under current law (Explain how it meets those requirements)?**

**Does the entity plan to make grants to other entities from the funds provided and, if so, to which entities?**

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

**Has any funding for the project been included in any presidential budget and, if so, how much, in which fiscal year, and in which agency or agencies and program(s)?**

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

**Have you contacted the State Rural Development Office/State Conservation Office to discuss the project and confirm eligibility?**

**For ARS B&F only, what is the estimated start date of the project? How soon could the feasibility/engineering design phase commence? [mm/yy]**

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

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

**For ARS B&F only, have you verified that this facility is owned or operated by the Agricultural Research Service?**

**For ReConnect requests 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.**

**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.**

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

**Has this request been submitted to another Member, if yes, which Member(s) and who is the staff point-of-contact?**

Federal Nexus

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 Facility 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.

Additional guidance on Community Project Funding requests for eligible accounts:

Proof of Community Support

All submissions may include but are not limited to:

* Letters of support from elected community leaders;
* Press articles highlighting the need for the requested community project funding;
* Support from newspaper editorial boards;
* Projects listed in state intended use plans, community development plans, or other publicly available planning documents;
* Resolutions passed by city councils or boards; and/or
* Other compelling evidence of community support.

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

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

Priority will be given to essential projects, such as those focused on public health and safety.

Any project must serve a rural area as specified in 7 CFR 3570.53 (rural areas including cities, villages, townships and Federally Recognized Tribal lands with no more than 20,000 residents).

The request must demonstrate community support. Submitters should ensure that their request provides the most complete description of the project as possible. Submissions should include details on all proposed use of funds, activities that will occur, timeline, and detailed information on the complete service territory.

Such requests are also subject to cost share requirements specified in 7 CFR 3570.63(b). Please review program regulations carefully.

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

The State Rural Development Office is a valuable resource to answer program questions, including eligibility and non-federal cost share requirements. For fiscal year 2023, the average Community Facilities CPF award was about $1.3 million.

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

ReConnect broadband pilot grants facilitate broadband deployment in rural areas. Grant funds can be used for the costs of construction, improvement, or acquisition of facilities and equipment needed to provide broadband service to rural areas without sufficient broadband access, defined as 25 Mbps downstream and 3 Mbps upstream.

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

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

Submitters 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, submitters are reminded that all policies and procedures apply, including environmental and related reviews and the non-federal cost share requirement of 25% of the overall project cost. Policies and procedures can be found at <https://go.usa.gov/xexPT>. USDA’s Rural Development office is a valuable resource to answer program questions, including eligibility. For fiscal year 2023, the average ReConnect CPF award was nearly $1.2 million.

**Department of Agriculture, Rural Development, Distance Learning and Telemedicine Grants**

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

Grants may be used for audio and video equipment, broadband facilities that support distance learning or telemedicine (not actual broadband), computer hardware or network components/software, and acquisition of instructional programing.

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. Submitters are strongly encouraged to provide as much detail as possible on how the award will be utilized, what equipment of service will be acquired and any information on population(s) served. The program is intended to serve rural areas with populations of 20,000 or less.

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

**Department of Agriculture, Rural Development, Water and Waste Disposal Grants**

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.

Submitters 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. The account has not been subject to CPFs in the previous years. 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.

**Department of Agriculture, Agricultural Research Service, Buildings and Facilities**

The Agricultural Research Service (ARS) owns and operates laboratories and facilities across the United States. Many of these laboratories/facilities are decades old, have outlived their functional lifespan, and are badly in need of major repairs, renovation, or replacement. Requests can assist in the acquisition of land, construction, repair, improvement, extension, alteration, and purchase of fixed equipment or facilities as necessary to carry out the agricultural research programs of the Department of Agriculture. Requests must be for ARS-owned or operated facilities.

Submitters are strongly encouraged to provide details on the research to be conducted, why the research is a high priority, as well as details on the modernization and why it is critical in carrying out the research.

**Department of Agriculture, Natural Resources Conservation Service, Conservation Operations**

The Natural Resources Conservation Service (NRCS) supports private landowners, conservation districts, and other organizations to conserve, maintain, and improve the Nation’s natural resources. Examples of specific objectives include reducing soil erosion, improving soil health, enhancing water supplies, improving water quality, increasing wildlife habitat, and reducing damage caused by floods and other natural disasters.

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

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

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