

**FY2024 Interior and Environment 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 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. The Subcommittee on Interior, Environment, and Related Agencies will accept Community Project Funding requests in the following account:****Environmental Protection Agency – State and Tribal Assistance Grants for certain clean water and drinking water infrastructure projects.****The Subcommittee will not accept Community Project Funding requests in any other account. Projects will only receive funding for activities authorized in law. 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.*

* **Entity Requesting Funds (legal name, no abbreviations):**
* **If this entity is a non-profit, please include documentation that the entity is a registered 501(c)(3) under the Internal Revenue Code of 1986.**
* **Primary Point of Contact (name, email, phone number, organization address):**
* **Project Priority (if non-federal sponsor is submitting more than 1 project):**
* **Project description (not more than 1,000 characters):**
* **Amount requested:**
* **Total project cost:**
* **Can the project obligate all of the appropriated funds within 12 months after enactment (yes/no)?**
* **Estimated start and completion dates for the project:**
* **Was this request submitted to another subcommittee this fiscal year, and if so, which one?**
* **Include a budget describing in detail how the requested federal funding will be used by the grantee.**
* **Include an explanation of why the project is a good use of taxpayer funds.**
* **Include evidence of community support (examples: letters of support from local governments; press articles highlighting the need for funds; support from newspaper editorial boards; evidence the project is listed on State intended use plans, community development plans, or other publicly available planning documents; resolutions passed by city councils or boards):**
* **Has this request been submitted to another Member, if yes, which Member(s) and who is the staff point-of-contact?**
* **Is this a Clean Water SRF project or a Drinking Water SRF project?**
* **Is the project on your State’s most recently finalized Clean Water/Drinking Water SRF Intended Use Plan (IUP)?**
* **Has the project received Federal funds previously? If so, please describe.**
* **Does the project have (or expects to have within 12 months) its 20% cost share requirement?**
* **Given the Federal nexus requirement, does the project help meet or maintain Clean Water Act/Safe Drinking Water Act standards? If so, please describe.**
* **Please review the charts in the guidance document to review the project eligibility for STAG Grants.**

Additional guidance on Community Project Funding requests for eligible accounts:

Proof of Community Support:

Community engagement and support is crucial in determining which projects are worthy of Federal funding. Only projects with demonstrated community support will be considered. To demonstrate evidence of community support, Members must also submit community support letters into the database as part of their requests. Members may submit the following:

* Letters of support from elected community leaders (e.g., mayors or other officials) or newspaper editorial boards;
* Press articles highlighting the need for the requested Community Project Funding projects;
* Projects listed on State intended use plans, community development plans, or other publicly available planning documents; or
* Resolutions passed by city councils or boards.

**COMMUNITY PROJECT FUNDING REQUEST CATEGORIES**

**Environmental Protection Agency – State and Tribal Assistance Grants (STAG)**

For FY 2024, the Interior Subcommittee will accept Community Project Funding requests in the Environmental Protection Agency – State and Tribal Assistance Grants (STAG) account for certain clean water and drinking water infrastructure projects. The Subcommittee will not accept project requests in any other account.

These projects include construction of and modifications to municipal sewage treatment plants and drinking water treatment plants. Similar to past practice, the Committee will be limiting STAG infrastructure grants only to projects that are publicly owned or owned by a non-profit entity and that are otherwise eligible for the funding from that state’s Clean Water or Drinking Water State Revolving Funds (SRF) loan programs.

When 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.
* **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 will need to 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:
  + Clean water/wastewater projects: Title VI of the Clean Water Act, 33 U.S.C 1381 et seq.
  + Drinking water projects: Section 1452 of the Safe Drinking Water Act, 42 U.S.C. 300j-12.
* **Matching requirements**. There is a minimum 20% cost share requirement for any portion of a project funded through a STAG infrastructure grant and the Committee will not waive matching requirements:
  + For example, a $1 million project could receive a maximum of $800,000 from the Federal government, with the remaining $200,000 the responsibility of the grantee.
  + In almost all cases, other Federal funds cannot be used to meet this 20% cost share. However, assistance provided by a SRF does count towards the project’s matching requirement.
  + It is important that Member offices discuss with their State and local officials the ability for localities to meet matching requirements prior to requesting a project. This does not mean that matching funds must be in-hand prior to requesting a project, but that local officials must have a plan to meet such requirements in order for such a project to be viable.
* **One-year funding**: Each project request must be for FY 2024 funds only and cannot include a request for multiyear funding.
* **Project Amounts**. Members should use the range of project amounts funded in FY 2023 as a general guide when making requests. In FY 2023, most EPA STAG infrastructure projects funded in the House bill ranged from $45,000 - $5,000,000. Note that the Committee may consider higher project amounts for fiscal year 2024, and any caps will be determined by the Chairman after reviewing the full universe of requests.
* **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:
  + Is this a Clean Water SRF project or a Drinking Water SRF project?
  + Is the project on your State’s most recently finalized Clean Water/Drinking Water SRF Intended Use Plan (IUP)?
  + Has the project received Federal funds previously? If so, please describe.
  + Does the project have (or expects to have within 12 months) its 20% cost share requirement?
  + Given the Federal nexus requirement, does the project help meet or maintain Clean Water Act/Safe Drinking Water Act standards? If so, please describe.