

**FY2024 Military Construction 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**

*Note: Projects can only be designated for construction of military facilities. No requests for funding for private or nonprofit entities will be considered. Submissions must include proof of community support (see examples 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. The Subcommittee will only accept legally eligible requests under the following accounts;* Construction and Unspecified Minor Construction – Active Components; Construction and Unspecified Minor Construction – Reserve Components.*Each project request must be for fiscal year 2024 funds only and cannot include a request for multiyear funding. In addition, to be eligible, requested projects must be 35 percent design complete in FY24 and must be positioned to have contracts awarded in fiscal year 2024. If* individual projects *have not been previously authorized, requests must also be submitted to the House Armed Services Committee for inclusion in the FY2024 National Defense Authorization Act. All projects must have a corresponding DD Form 1391.*

*If you have questions about the appropriations community project submission process, please contact* [Simpson.appropriations@mail.house.gov](mailto:Simpson.appropriations@mail.house.gov) *to discuss. Incomplete project requests will not be considered by the Committee.*

**Entity Requesting Funds:**

**Is the organization a public entity (Yes/No)?**

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

**Project Priority (if requestor is submitting more than 1 project):**

**Short Description of the project:**

**Complete Description of Project, its desired outcome, and how it would benefit the Department of Defense (limit**

**1000 characters, including spaces):**

**Which Service is the project for?**

**Project Title:**

**Amount Requested for FY24:**

**Program (Is this funding request for construction, unspecified minor construction, or planning and design?). Please provide background for your answer.**

**Project Location (State/Territory Title):**

**Installation Name (Location Title):**

**Is the project on the FY 2024-2028 FYDP? If so, which Fiscal Year?**

**Is the project on a FY24 Service or Combatant Command unfunded requirements/unfunded priorities list (UFRs/UPLs)?**

**Does this project have a DD Form 1391?**

**If a Reserve Component project, does it require a State funding match?**

**Is the project at or above 35% design complete?**

**Can the project funds be obligated in FY24?**

**Has a corresponding request been submitted to HASC for inclusion in the FY24 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?**

**Proof of Community Support**

Please provide multiple documents proving Community Support. 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.

**Additional Guidance on Community Project Funding Eligibility** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ *Before submitting, please read the information below:*

**Department of Defense**

Military Construction Accounts

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

* Be included on an unfunded requirements/unfunded priorities list (UFR/UPL) from a military service or combatant command or the FY24-FY28 Future Years Defense Program (FYDP).
  + Projects suggested by an installation or unit commander will not be accepted.
* Have at least 35 percent of its design completed.
  + For projects that have not reached 35 percent design, planning and design funding can be requested.
* Able to be obligated in FY24.
* Submitted to the House Armed Services Committee (HASC) for inclusion in the FY24 National Defense Authorization Act or previously authorized.
* Have a DD Form 1391, which is DoD’s justification for military construction projects. The Armed Services’ Congressional Liaison Offices can help provide these documents.

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

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

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

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

Eligible Community Project Funding requests include both construction and unspecified minor military construction projects for Reserve Components in the accounts listed below. An unspecified minor military construction project is a project that has an approved cost equal to or less than $9,000,000. Note: Some Reserve Component projects require a State funding match. Requesting offices must determine whether the proposed project requires such a match and if so, confirm that the project has current State matching funds. The Committee will not waive match requirements.

* Army National Guard
* Air National Guard
* Army Reserve
* Navy Reserve
* Air Force Reserve

Sources of Eligible Community Project Funding Projects

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

Sources include:

* **Unfunded Requirements/Unfunded Priorities Lists (UFR/UPL) -** UFRs/UPLs are lists that the Services and Combatant Commanders provide to Congress identifying priority projects that were not included in the President’s budget request. UFRs/UPLs are available to Congress within ten days of the release of the President’s budget and can be found by contacting the Armed Services’ Congressional Liaison Offices.
* **Future Year Defense Program (FYDP) –** The FYDP is a projection of the forces, resources, and programs needed to support DoD operations over a five-year period. The FYDP is released simultaneously with the President’s budget request. The FY24-28 FYDP listing the military construction projects that may be eligible for Community Project Funding in FY24 can be obtained through the Under Secretary of Defense (Comptroller) website: <https://comptroller.defense.gov/Budget-Materials/>.

Please contact the Subcommittee if you have any issues identifying the eligible FY24 sources for military construction Community Project Funding requests.

The Committee may limit the number and amount of any Community Project Funding in FY24, based upon the availability of funds. Any caps will be determined by the Chair after reviewing the full universe of requests.