

**FY2024 Transportation, Housing and Urban Development 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: 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. The Subcommittee will only accept legally eligible requests under the following accounts: Department of Transportation - Airport Improvement Program (AIP); Department of Transportation – Highway Infrastructure Projects; Department of Transportation – Transit Infrastructure Projects; Department of Transportation – Consolidated Rail Infrastructure and Safety Improvements; Department of Transportation – Port Infrastructure Development Program; Department of Housing and Urban Development - Economic Development Initiative (EDI). To be considered, the project must be legally eligible for grants under these accounts and comply with all applicable laws, rules, and regulations related to the specific grant program. 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.*

**Non-federal Project Sponsor Requesting Funds:**

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

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

**Short Name of Project:**

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

**Has this project been submitted to any other Member of Congress? If so, please list the Members’ name and a staff point-of-contact:**

**Is the entity to receive the funds a non-profit? If yes, provide documentation that the non-profit is a 501(c)3:**

**Attach a letter of support from the non-federal sponsor of the project or the project partner for the project being requested. If there is no official non-federal sponsor or project partner, this can be a letter of support from the community or city/county.**

**Why is this project a community priority?**

**Amount of Request:**

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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.

Airport Improvement Program (AIP)

AIP Community Project Funding requests are intended to enhance airport safety, capacity, and security, and environmental concerns.

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.

**Additional Questions for AIP Community Projects:**

**Project Name (EXAMPLE: Rehabilitate runway [3 letter or number airport code], Airport Name, City, State [2 letter postal code])**

**General description of the project and why it is needed.**

**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.**

**What are the benefits of this project and why is it a priority?**

**Amount requested for the Community Project Funding for FY24:**

**Total project cost:**

**Estimated start and completion dates:**

**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? If so, what is the source and amount of those funds?**

**Has the airport submitted a grant application for this same project to FAA?**

DOT – 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:

* Capital projects or project-specific design for a capital project.
* Supported by the state or Tribal government that would administer the project. Inclusion on a Statewide Transportation Improvement Plan (STIP) or Transportation Improvement Plan (TIP) would satisfy this requirement.
* Administered 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 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.

**Additional Questions for Highway Infrastructure Projects:**

**Project Name (EXAMPLE: Main Street widening and resurfacing, City, State, Congressional District.):**

**General description of the project and why it is needed:**

**Amount requested for the community project:**

**Total project cost (Provide the amount of the total cost of the project as outlined in the STIP or TIP, if applicable):**

**Type of project eligible under 23 USC 133(b) (Surface Transportation Block Grant Program); 23 USC 201 (Federal Lands and Tribal Transportation Programs); 23 USC 202 (Tribal Transportation Program); or 23 USC 165 (Territorial and Puerto Rico Highway Program).**

**Estimated start and completion dates (appropriated funds for these projects cannot be used for costs incurred prior to project authorization, which occurs when a project sponsors signs a grant agreement with or receives an allotment by a federal agency):**

**Has the request been submitted to a federal agency for non-earmarked funds, or to another Subcommittee or Committee this fiscal year? If yes, which one(s)?**

**Please provide a history of federal funding for the project, if any. Include both formula funds and any discretionary grants.**

**Does the project have other public (state, local) and/or private funds committed to meet match or cost-share requirements for costs related to construction, operations, and maintenance? If so, what is the source and amount of those funds?**

**If the request does not fully fund the project, describe where the remaining funding comes from to complete the project.**

**Is the project on a STIP or a TIP? If yes, please provide a link to the plan.**

**Please provide the STIP or TIP ID Number and specify which plan the ID Number comes from.**

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DOT—Transit Infrastructure Projects

Transit Infrastructure Projects are public transportation capital projects eligible under chapter 53 of title 49 of the United States Code. Eligible capital projects are described under section 5302(4) of title 49, United States Code.

All projects must be:

* Transit capital projects or project-specific planning/design for a transit capital project.
* Supported by the state, local governmental authority, or Tribal government that would administer the project. Inclusion on a Statewide Transportation Improvement Plan (STIP) or Transportation Improvement Plan (TIP) would satisfy this requirement.
* Sponsored by designated recipients, States (including territories and the District of Columbia), local government authorities and/or Indian tribes.

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.

**Additional Questions for Transit Infrastructure Projects:**

**Project Name (EXAMPLE: West Elm Paratransit Fleet Replacement, City, State, Congressional District.):**

**Project Recipient:**

**General description and scope of the project:**

**What are the benefits of this project and why is it a priority?**

**Amount of CPF funding requested for project:**

**Total project cost (Provide the amount of the total cost of the project as outlined in the STIP or TIP unless estimated project costs have increased. If project costs have increased, provide a justification.):**

**Does the project require an environmental review? If so, what is the status and/or outcome of the environmental review under the National Environmental Policy Act (NEPA) and NEPA category of action (if applicable)?**

**Does the project have other public (federal, state, local) and/or private funds committed to meet match or cost-share requirements for costs related to construction, operations, and maintenance? If so, what is the source and amount of**

**those funds?** NOTE: The cost-share requirements are defined in statute. In general, transit capital projects typically require 20 percent non-federal share.

**If the project receives less than requested for the transit infrastructure projects, will the project proceed without waiting for additional funding sources?**

**Does the project intend to apply for any DOT discretionary programs before proceeding? If yes, will the project sponsor still proceed if not selected?**

**Provide a history of federal funding for the project, if any. Include formula funds and any discretionary grants.**

**Where is the project in the construction process: (Options: Planning and Environmental Review, Final Design, RFP/IFB Issued, Contract Awarded, Capital Purchase or Lease, Construction, and Other [please specify])**

**Estimated start and completion dates:**

**Is the project on a state, tribal or territorial transportation improvement plan (STIP) or a transportation improvement plan (TIP) as of 12/31/2022? If yes, provide a link to the plan.**

**Provide the STIP or TIP ID Number and specify which plan the ID Number comes from.**

DOT – Consolidated Rail Infrastructure and Safety Improvements (CRISI)

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 passenger and freight rail transportation systems.

All projects must be:

* Rail capital projects or systems planning for a rail capital project;
* Supported by the state, local governmental authority, or Tribal government that would administer the project; and
* Sponsored by public entities or Tribal entities.

This is a new Community Project Funding account for Fiscal Year 2024. 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, Buy America, and the National Environmental Policy Act.

**Community Project Funding (CPF) Questions for CRISI Projects:**

**Project Name:**

**Project Recipient:**

**General description and scope of project, including benefits and explanation for why project is a priority:**

**Amount of CPF funding requested for project:**

**Total project cost:**

**Does the project have other public (federal, state, local) and/or private funds committed to meet match or cost-share requirements for costs related to construction? If so, what is the source and amount of those funds? (Note: The cost-share requirements are defined in statute. Rail capital projects under the CRISI program require a minimum 20 percent non-federal share.)**

**If the project receives less than requested, will the project still proceed without waiting for additional funding sources?**

**Provide a history of federal funding for the project, if any. Include formula funds and any discretionary grants.**

**Where is the project in the construction process (Options: Planning and Environmental Review, Final Design, Right of Way, Contract Awarded, Capital Purchase or Lease, Construction, and Other [please specify])?**

**Estimated start and completion dates:**

**Is the project on a state rail plan as of 12/31/2022? If yes, provide a link to the plan and specify page number.**

**Is the project included in a grade crossing action plan? If yes, provide a link to the plan and specify page number.**

DOT – 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 2022.

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 forprofit 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](https://www.maritime.dot.gov/about-us/gateway-offices/gateway-offices) to help determine the eligibility and viability of projects.

**Community Project Funding Questions for Port Infrastructure Development Projects:**

**Project Name (A short name by which the project may be identified, including a very brief description of what the funds will be used for and the project’s location [city, county, State, Tribe, Congressional District]).:**

**General Description and benefits of the project and why it is needed.**

**Amount requested for the project.**

**Total project cost.**

**Who is the recipient? Provide a website address if available.**

**Is the project at a small port, as described under 46 USC 54301(b)?**

**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?**

**Estimated start and completion dates.**

**Has the request been submitted to a federal agency for non-earmarked funds, or to another Subcommittee or Committee this fiscal year? If yes, which one(s)?**

**Please provide a history of federal funding for the project, if any.**

**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?**

**If the request does not fully fund the project, describe where the remaining funding comes from to complete the project.**

Economic Development Initiative (EDI)

EDI 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 FY24 Economic Development Initiative program must be eligible under one or more of the following criteria of the Community Development Block Grant (CDBG) program: 42 U.S.C. 5305(a)(1), 5305(a)(2), 5305(a)(4), 5305(a)(5); which are as follows—but limited to—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.” Programmatic and operational expenses are not eligible.

**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)(4)** – clearance, demolition, removal, reconstruction, and rehabilitation (including rehabilitation which promotes energy efficiency) of buildings and improvements (including interim assistance, and financing public or private acquisition for reconstruction or rehabilitation, and reconstruction or rehabilitation, of privately owned properties, and including the renovation of closed school buildings);

**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;
* Public or non-profit housing rehabilitation, housing development financing, 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 and manufacturing incubators;
* Projects that meet a compelling local need consistent with the statutory purposes. For example, food banks in economically disadvantaged neighborhoods, youth and senior centers, and multipurpose community centers.

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.

Due to the statutory restriction on using funds for “buildings for the general conduct of government,” things like courthouses and town halls cannot be funded.

**Reminder on Environmental Review Requirements: E**DI 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).

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

* Administered by state, local, or tribal governmental entities or non-profit 501(c)(3) organizations.
* As a reminder, for-profit entities are not eligible for Community Project Funding.
  + Members are advised that projects for governmental entities to improve private properties pursuant to 42 U.S.C. 5305(a)(4) will be highly scrutinized and possibly not funded.
* 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.

EDI projects are not eligible for the reimbursement of expenses for soft costs (planning, administrative) incurred prior to the completion of a grant agreement between HUD and the grantee; a grant agreement and a completed environmental review are necessary for reimbursement of hard costs (construction activities).

For each EDI Community Project Funding 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 Committee or Subcommittee.

**Additional Questions for EDI Project Requests:**

**Project Name (A short name by which the project may be identified, including a very brief description of what the funds will be used for and the project’s location. EXAMPLE: Sturgis Downtown Revitalization, City, State, County, Congressional District, or Tribe.):**

**General description of the project and why it is needed.**

**What are the benefits of this project and why is it a priority?**

**Amount requested for the Community Project Funding:**

**Total project cost:**

**Who are the community partners participating in this project? Have local community development organizations with prior experience with HUD programs been consulted?**

**Has the request been submitted to another Subcommittee or Committee this fiscal year? If yes, which one(s)?**

**Is this project consistent with the primary objective of the community development program? Please describe who the project is intended to benefit.**