

*Community Project Funding requests will be subject to strict transparency and eligibility requirements.*

**All requests submitted to the Committee will be posted online.** For transparency, I am required to post each Community Project Funding request on my website. The information posted will include:

- the proposed recipient,
- the address of the recipient,
- the amount of the request,
- an explanation of the request, including purpose, and a justification for why it is an appropriate use of taxpayer funds, and
- a signed certification letter stating there I have no financial interest in the project.

The Committee on Appropriations will also publish links to all submitted Community Project Funding requests in a “one-stop” online database so that the public can view all Community Project Funding Requests submitted to the Committee.

*What is required for requesting Community Project Funding?*

**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. Examples of these include, but are not limited to:

**Official Project Drawings/Pictures/Project plan** from the requesting entity.

**Official Letter\* (on letterhead, with signatures, addressed to Congressman Stewart)** providing an in depth description of the project, project location (address) and how the funds will be used.

**Official Letter\* (on letterhead, with signatures, addressed to Congressman Stewart)** expressing support for the project and explaining in depth how funding this project is a good use of federal taxpayer dollars (benefit to the community, city, county and state as applicable)

**Official Letter\* (on letterhead, with signatures, addressed to Congressman Stewart)** listing:

- All projects parties/stakeholders and a brief description of their involvement;
- Disclosing any known financial beneficiary of this project and a brief description of their interest; and
- Any matching funds/how the project will be fully funded/completed if the project is partially federally funded or if the Community Project Funding request does not cover all project costs.

**Official Letters\* (As applicable-on letterhead, with signatures, addressed to Congressman Stewart)** demonstrating community engagement. *This support is crucial in determining which projects are worthy of federal funding. Only projects with demonstrated community support will be considered.*

**Other helpful supporting documents include, but are not limited to:**

- Press articles highlighting the need for the requested Community Project Funding;
- Support from newspaper editorial boards;

- Resolutions passed by city councils or boards.
- As Applicable - Letters certifying that projects are supported by a State agency or listed on State/Regional/intended use plans, community development plans, or other publicly available planning documents – Projects may otherwise found ineligible depending on type of request.

\*In each official letter please include the proposed recipient, the location of the project, and the amount of the requested funding.

*What criteria will be used to evaluate Community Project Funding requests?*

•**One-year funding.** Each project request must be for fiscal year 2023 funds only and cannot include a request for multi-year funding.

•**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 matching requirements for Community Project Funding requests; requests that do not identify matching funds will not be submitted. *Note: 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.*

•State, local or Tribal governmental entities are encouraged to apply as the primary grantee to oversee the completion of the project.

•For infrastructure projects, many States have established lists or intended use plans with projects that have already been vetted by governmental officials (e.g. drinking water, wastewater, and highways).

•Requests to direct funding to a non-profit organization must provide evidence that the recipient is a non-profit organization as described under section 501(c)(3) of the Internal Revenue Code of 1986. Further, many water projects often partner with non-profit entities to complete projects. Therefore, projects may also be directed to non-profits with an inherently governmental function.

•• **For-profit entities are not eligible for Community Project Funding** ••