



Guide to Federal Community Project Funding Fiscal Year 2023

Office of Congresswoman Chellie
Pingree

Each year, the United States Congress considers and enacts annual appropriations bills that provide the federal government with the funding it needs to operate. These appropriations bills fund numerous activities, including general government operations, medical research, and national defense. As a member of the House Appropriations Committee since 2013, I'm proud to fight for federal assistance to support communities across Maine.

The Fiscal Year 2023 appropriations process will permit the House of Representatives to fund specific projects in the form of **Community Project Funding**. This process will allow Members of Congress to submit a limited number of local projects to the Committee for funding consideration, in accordance with important transparency and accountability measures.

This introductory guide is intended to help you determine whether your project may be eligible for Community Project Funding and provide an overview of the submission process. My staff is available to assist you throughout this process; please don't hesitate to contact pingree.CPF@mail.house.gov with questions or concerns.

Thank you for your interest – I look forward to hearing from you!

A handwritten signature in blue ink, appearing to read "Chellie Pingree".

Congresswoman Chellie Pingree

Community Project Funding

Community Project Funding (CPF) is generally defined as a spending provision in federal appropriations legislation that provides a designated amount of discretionary funding to a specific entity for a specific purpose.

Under current rules, the entity must be a state or local unit of government or a non-profit organization. Each project must meet statutory requirements for the federal program through which it is funded, along with additional House Appropriations Committee requirements outlined below.

Members of Congress will only be able to submit **a total of fifteen** CPF requests to the House Appropriations Committee for consideration in Fiscal Year 2023. Unfortunately, this limitation will likely mean that our office will receive many more eligible and worthy requests for funding than we can support. We sincerely appreciate your understanding and anticipate that we may have the opportunity to support a larger number of projects in future years.

The deadline for submitting CPF requests to Congresswoman Pingree's office is 6 pm on **Wednesday, April 13th**.

Submitting a CPF Request

Please consider this guide and the frequently asked questions as a starting point. We can provide specific assistance with your submission and help answer any questions you may have.

- **Determine project eligibility.**
 - A limited number of federal funding streams (known as “accounts”) will be eligible for Community Project Funding. This guide includes a list of eligible accounts with brief descriptions for your review.
 - If you identify an account that may be a fit for your project, please reach out for more detailed information about eligibility.
- **Gather necessary documentation.**
 - The House Appropriations Committee requires a significant amount of information in order to properly vet CPF submissions. Quality, complete responses are essential to advancing your request.

- Requirements include:
 - Information about the requesting entity, including a confirmation of government or non-profit status.
 - Full description of the project and a justification for use of federal funds.
 - Full description of the project's budget, including total project cost, amount requested, and use of any additional funding streams.
 - Plans to meet project matching requirements, if applicable.
 - Demonstration of community engagement with the project.
 - Examples include but are not limited to: letters of support from elected officials; city or town council resolutions; press articles highlighting need for the project; support from newspaper editorial boards; and state or local planning documents referencing the project. We will request this documentation in a combined pdf format.
 - Additional information specific to the account.
- Congresswoman Pingree will also be required to certify that neither she nor her immediate family have a financial interest in the project.
- **Submit the request through our Google Form.**
 - The deadline for submitting CPF requests to our office is 6 pm on **Wednesday, April 13th.**
 - You can access the submission form on our website at <https://pingree.house.gov/communityprojectfunding/>
 - We encourage you to review the questions and prepare answers ahead of time; the form will not save your answers if you close out before submitting.
 - Please note that the Community Project Funding requests selected for submission by Congresswoman Pingree will be made public to ensure transparency and accountability.

Frequently Asked Questions

I think this account may be a good fit for my project. What's next?

Please reach out to our office for more detailed information about each account. We can discuss eligibility requirements and give examples of past successful requests.

Can I request funding for “bricks and mortar”?

Only in certain accounts, including the Economic Development Initiative under the Department of Housing and Urban Development (HUD), Facilities Construction under the Health Resources and Services Administration (HRSA), and Rural Development Community Facilities Grants under the Department of Agriculture (USDA).

Do all accounts have matching requirements?

It varies depending on the statutory requirements for each account, which all CPFs will be expected to meet. Account descriptions below include information about matching requirements.

How important are examples of community engagement?

The House Appropriations Committee has emphasized that demonstrating community support for your project is essential to a successful submission. You are welcome to submit as much evidence as you'd like, but two to three examples are often sufficient.

How much funding should I request?

Ultimately, this will vary by account based on guidance from the House Appropriations Committee. Staff can advise on an appropriate range, but we could consider requests from \$100,000 to \$3-4 million, depending on the account. Generally, you should not request more assistance than you need or can realistically be spent in the upcoming fiscal year.

If my project is funded, will I receive the full amount I requested?

It is possible to receive a portion of the requested amount; however, all of Rep. Pingree's projects were fully funded in FY22.

Should I submit my request to multiple members of the Maine delegation?

The entire delegation is committed to coordinating efforts to secure funding for Maine-based projects. As the House and Senate have different deliberation

processes, you are welcome to submit project requests to Maine's Senators in addition to Congresswoman Pingree.

If your project is located in the 2nd Congressional District, we encourage you to reach out to Congressman Golden's office for more information about their submission process.

How will you choose which fifteen projects to submit to the Committee?

With such a limited number of submissions, our office will likely receive many more eligible and worthy requests for funding than we can ultimately support. Our process will prioritize requests that fulfill each requirement and provide strong justifications for the need for federal funding.

If you submit my request to the Committee, will it be approved? When will I know?

All of Congresswoman Pingree's CPF requests were fully funded and signed into law in FY22. While we cannot guarantee the same in FY23, we're hopeful for a similar result.

The House is expected to begin consideration of FY23 appropriations bills this summer. However, CPFs are not finalized until their respective bills pass the House and Senate and are signed into law. Though the fiscal year is set to begin on October 1, 2022, final negotiations often stretch beyond that date. FY22 was not closed until March 2022, so please keep that in mind if your funding need is especially urgent.

What if I miss your request deadline?

Unfortunately, the timeline for submissions this year is compressed. Given that we will have very limited time to consider requests before our final submissions to the Committee are due, we cannot accept requests after our April 13th deadline.

Are Community Project Funding submissions publicly disclosed?

Yes, there are significant transparency requirements for CPFs. Information about each of our submissions will be posted on our website, along with a certification that Congresswoman Pingree and her immediate family have no financial interest in the project.

CPF's will also be listed prominently within the legislation and throughout the appropriations process.

Overview of Eligible Appropriations Accounts

Agriculture, Rural Development, Food and Drug Administration, and Related Agencies

- **Agricultural Research Service (ARS) Buildings and Facilities:** Funds the repairs, renovation, or replacement of ARS-owned or funded laboratories and facilities.
- **Natural Resources Conservation Service (NRCS) Conservation Operations:** Funds projects to reduce soil erosion, improve soil health, enhance water supplies, improve water quality, increase wildlife habitat, and reduce damage caused by floods and other natural disasters.
- **Rural Development (RD) Rural Community Facility Grants:** These funds help to purchase, construct, or improve essential community infrastructure like health care facilities, public facilities, public safety measures, or educational services. *Matching required on graduated scale based on population and median income.*
- **Rural Development (RD) ReConnect Grants:** These funds facilitate broadband deployment in rural areas. Funding can be used for construction, improvement, or acquisition of facilities and equipment needed to provide broadband service to rural areas without sufficient broadband access. *25% matching requirement.*
- **Rural Development (RD) Distance Learning and Telemedicine Grants:** Helps rural communities acquire the technology and training necessary to connect educational and medical professionals with students, teachers, and patients in rural areas. *15% matching requirement.*

Commerce, Justice, Science, and Related Agencies

- **National Institute of Standards and Technology (NIST) Scientific and Technical Research and Services:** Funds activities consistent with and supportive of NIST's mission, including as STEM education activities, scientific research, or other activities that support American manufacturing and industry.
- **National Institute of Standards and Technology (NIST) Construction of Research Facilities:** Funds the construction and renovation of scientific research facilities.
- **Department of Justice (DOJ) Byrne Justice Assistance Grants:** These grants assist state, local, and tribal law enforcement efforts to prevent crime, improve the criminal justice system, and provide support services.
- **Department of Justice (DOJ) Community Oriented Policing Services:** These grants help state, local, and tribal law enforcement develop and acquire technologies to prevent, investigate, and respond to crime.
- **National Oceanic and Atmospheric Administration (NOAA) Operations, Research and Facilities:** Funds research, demonstration, or education projects performed by external partners and may be used to prioritize geographically specific projects. Eligible NOAA programs include Sea Grant, Research Labs, Ocean Exploration and Research, Ocean Acidification, and Global Ocean Monitoring and Observation.

- **National Aeronautics and Space Administration (NASA) Safety, Security, and Mission:** This funding helps manage NASA, assists with operation and maintenance of NASA Centers and facilities, and provides oversight for all NASA programs.

Defense

- **DOD Research, Development, Test, and Evaluation:** Funds research and development projects in support of the Department's mission requirements.
 - Army
 - Navy
 - Air Force
 - Space Force
 - Defense-Wide

Energy and Water Development, and Related Agencies

- **Army Corps of Engineers**
 - **Investigations:** Funds for authorized projects and programs, preconstruction engineering and design work. *Must be on Subcommittee's list of pre-authorized projects.*
 - **Construction:** Funds construction, reconstruction, continuing authorities programs, environmental infrastructure assistance, major rehabilitation, dam safety assurance, dredge material disposal facilities, and deficiency correction of projects. *Must be on Subcommittee's list of pre-authorized projects.*
 - **Mississippi River:** Funds projects and programs on the Mississippi River main stem and its tributaries. *Must be on Subcommittee's list of pre-authorized projects.*
 - **Operations and Maintenance:** Funds operation and maintenance of infrastructure and navigation improvements managed by the U.S. Army Corps of Engineers. *Must be on Subcommittee's list of pre-authorized projects.*
- **Bureau of Reclamation Water and Related Resources:** Funds construction and maintenance of most of the large dams and water diversion structures in the 17 conterminous U.S. states west of the Mississippi River. *Must be on Subcommittee's list of pre-authorized projects.*
- **Department of Energy:** Funds a wide variety of energy-related projects and research, covering topics including energy efficiency, renewable energy, sustainable transportation, energy security, and energy storage. *Statutory cost sharing may apply to these projects.*

Financial Services and General Government

- **Small Business Administration (SBA) Small Business Initiatives:** Funds support for small businesses, such as entrepreneur training, workforce development, counseling, research, and construction or acquisition of facilities. *Eligible project recipients must be other units of government or nonprofit organizations.*
- **National Archives and Records Administration (NARA) National Historical Publications and Records Commission:** This funding can help ensure online public discovery and use of historical records collections, encourage public engagement with historical records, strengthen the nation's archival network, or publish documentary editions of historical records.
- **General Services Administration (GSA) Federal Buildings Fund:** Supports new construction, alterations, and major and basic repairs for certain authorized federal buildings.

Homeland Security

- **Pre-Disaster Mitigation Grants:** Funds support state and local governments, tribes, and territories through capacity and capacity-building to enable them to identify mitigation actions and implement projects that reduce risks posed by natural hazards and provide a significant opportunity to reduce future losses. *Must meet requirements of FEMA Notice of Funding Opportunity for Building Resilient Infrastructure and Communities (BRIC). All project proposals must be accompanied by a letter of support from the appropriate state agency.*
- **Emergency Operations Center Grants:** Funds emergency management improvement and preparedness capabilities. *Must meet requirements of FEMA Notice of Funding Opportunity. All project proposals must be accompanied by a letter of support from the appropriate state agency.*

Interior, Environment and Related Agencies

- **Land and Water Conservation Fund (LWCF) Land Acquisition Fund:** Funds the federal acquisition of lands and water for conservation and/or encouragement of outdoor recreation. Land acquisition project requests funded from the LWCF should be requested through the agency that would manage the land being acquired.
- **Environmental Protection Agency (EPA) State and Tribal Assistance Grants:** Funds wastewater and drinking water infrastructure projects, including construction of and modifications to municipal sewage treatment plants and drinking water treatment plants. *Requires minimum 20% cost share.*
- **U.S. Forest Service (USFS) State and Private Forestry:** Funds provide technical and financial assistance to improve the management, protection, and utilization of America's forests. *Certain projects require a dollar-for-dollar cost share.*
- **National Park Service (NPS) Save America's Treasures:** Funds support preservation projects at properties listed on the National Register of Historic Places or designated a

National Historic Landmark, or projects involving nationally significant collections.
Requires a dollar-for-dollar cost share.

Labor, Health and Human Services, Education, and Related Agencies

- **Department of Labor (DOL) Training and Employment Services:** This program funds projects related to the Workforce Innovation and Opportunity Act, including sector-specific job training programs, youth training, and workforce services for formerly incarcerated individuals.
- **Health and Human Services (HHS) Health Resources and Services Administration (HRSA) Health Facilities Construction and Equipment:** Funds construction and renovation of facilities and/or capital equipment acquisition for health care provider. Eligible entities include non-profit hospitals; health centers and clinics; skilled nursing facilities; behavioral health providers; medical education providers; and medical research laboratories.
- **Health and Human Services (HHS) Substance Abuse and Mental Health Services (SAMHSA) Health Surveillance and Program Support:** Funds programs to improve prevention, treatment, and recovery services related to mental health and substance use.
- **Health and Human Services (HHS) Administration for Children and Families (ACF) Children and Family Services:** Funds projects related to the healthy development and greater well-being of children and families, including projects to prevent and reduce poverty, promote financial self-sufficiency, and prevent and treat child abuse and neglect.
- **Health and Human Services (HHS) Administration for Community Living (ACL) Aging and Disability Services:** Funds projects to improve or create new opportunities for older adults, individuals of all ages with disabilities, and their eligible family caregivers, to live independently and participate fully in their communities.
- **Department of Education, Innovation and Improvement:** Funds programs to provide early childhood or K-12 educational services, including instructional services, afterschool centers, curricula development, teacher training, acquisition of books and computers, special education services, and arts education.
- **Department of Education, Higher Education:** Funds programs to hire and train faculty, establish and improve degree programs, improve teacher preparation programs, develop and improve curricula, upgrade technology and telecommunications, acquire science laboratory equipment, provide student support, implement university partnerships with school districts, and establish research and training centers.

Military Construction, Veterans Affairs, and Related Agencies

- **Department of Defense (DOD) Construction and Unspecified Minor Construction–Active Components:** Projects include construction, installation, equipment of temporary or permanent public works, military installations, and facilities within the following units.
Eligible projects must be identified by the DOD as a short-to-medium term priority.
 - Army

- Navy
- Marine Corps
- Air Force
- Defense-Wide
- **Department of Defense (DOD) Construction and Unspecified Minor Construction– Reserve Components:** Projects include construction, expansion, rehabilitation, and conversion of facilities for training and administration within the following units. *Reserve component requests may require a state funding match. Eligible projects must be identified by the DOD as a short-to-medium term priority.*
 - Army National Guard
 - Air National Guard
 - Army Reserve
 - Navy Reserve
 - Air Force Reserve
- **Department of Defense (DOD) Planning and Design:** Projects include facility resilience improvements, study, planning, design, and architect and engineer services for all of the above listed units. *Eligible projects must be identified by the DOD as a short-to-medium term priority.*
- **Department of Veterans Affairs (VA) Minor Construction:** This account covers capital projects with costs equal to or less than \$20,000,000, including include expanding existing facility square footage to provide additional healthcare capacity, construction of specialty care buildings or clinics, and building of parking structures. *Eligible projects must be identified by the VA as a priority.*

Transportation, Housing and Urban Development, and Related Agencies

- **Department of Transportation (DOT) Highway Infrastructure Projects:** Funds capital projects eligible under DOT’s Surface Transportation programs, including construction, repair, and replacement of roads and bridges.
- **Department of Transportation (DOT) Transit Infrastructure Projects:** Funds a wide variety of capital projects relating to public transit.
- **Department of Transportation (DOT) Airport Improvement Program:** Funds to improvements to airports, including enhancing safety, capacity, and mitigating environmental concerns.
- **Housing and Urban Development (HUD) Economic Development Initiative:** Funds for economic and community development activities, including land or site acquisition, demolition or rehabilitation of housing or facilities, construction, and capital improvements of public facilities.