**Office of Congresswoman Deborah Ross**

**FY2026 Transportation, Housing, and Urban Development Appropriations Community Project Request Form**

Return completed form and required documentation to: CommunityProjects.Ross@mail.house.gov

**Due Date for this Request Form: Thursday, April 24, 2025 at 6:00PM EST**

**Due Date for Letters/Evidence of Community Support (in a single PDF): Monday, April 28, 2025 6:00PM EST**

*Note: Only non-profit entities, public institutions, and state, tribal, and local government entities are eligible to request projects. Projects cannot be designated for private individuals or for-profit entities. The Subcommittee will only accept legally eligible requests under the following accounts.*

*Please note that non-profit entities are NO LONGER ELIGIBLE for the HUD – Economic Development Initiatives account in FY25. This is a change from previous years.*

* ***Department of Housing and Urban Development***
	+ *CDBG - Economic Development Initiatives*
* ***Department of Transportation***
	+ *Airport Improvement Program*
	+ *Highway Infrastructure Projects*
	+ *Transit Infrastructure Projects*
	+ *Consolidated Rail Infrastructure and Safety Improvements*
	+ *Port Infrastructure Development Program*

*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* *Huston.Wallace@mail.house.gov* *to discuss. Incomplete project requests will not be considered by the Committee.*

*Miscellaneous Guidelines for FY26 Community Project Funding (applicable across all subcommittees):*

* *Federal Nexus Requirement: In order to ensure a federal nexus exists for each funded project, the Committee will only fund projects that are tied to a federal authorization law. Requesting entities must include a written statement describing the federal nexus for each Community Project Funding request.*
* *No Memorials, Museums, or Commemoratives: Memorials, museums, and commemoratives (i.e., projects named for an individual or entity) are not eligible for Community Project Funding (this is a change from FY23)*
* *Stewardship Requirements: Funded projects will follow applicable requirements in the authorized programs that support good stewardship of taxpayer dollars. For example, programs may require a non-federal cost-share and participation in program audits.*

*Required Questions for all Requests:*

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

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

**Project Priority Ranking (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:**

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

**Amount of Request:**

***Please be prepared to provide letter(s) of support from the community in addition to 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.***

**Community Development Fund - Economic Development Initiative (EDI) Department of Housing and Urban Development (HUD)**

*Please review this document for additional guidance and to confirm your project is eligible for this account:* [*https://appropriations.house.gov/sites/evo-subsites/republicans-appropriations.house.gov/files/evo-media-document/fy25-thud-community-development-fund-economic-development-initiative-edi-projects-guidance.pdf*](https://appropriations.house.gov/sites/evo-subsites/republicans-appropriations.house.gov/files/evo-media-document/fy25-thud-community-development-fund-economic-development-initiative-edi-projects-guidance.pdf)

Given that projects must meet the authorized purposes of the CDBG program as described at the link above, 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.

The following types of projects are not eligible for CPF funding:

* Non-Profit entities are not eligible to request funding through this account
* 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.

*Required Questions for CDBG Economic Development Initiative Project Requests:*

**General description of the project and why it is needed.** (EXAMPLE: This project will provide infrastructure needed to support downtown expansion, including housing developments in downtown Sturgis. Core components include parking lot reconstruction, alleyway accessibility/beautification upgrades (including a trailhead for a future non-motorized trail), storm sewer improvements, and electrical utility work (moving electrical lines underground). The project is located in a Qualified Census Tract, traditional downtown, and will lessen financial burden on downtown property owners hit hard by economic circumstances that would otherwise have to cover higher project costs for parking lot work by way of a special assessment. The project is aligned to the city's recent placemaking efforts (added downtown firepit, public art, plaza/streetscape walkway, etc.). The City of Sturgis is confident the project is shovel ready and could be completed within the identified project period.

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

EXAMPLE: Downtown Sturgis is at a critical tipping point. Despite the challenges over the past two years related to the pandemic, the downtown is seeing an uptick in potential development projects, including a large-scale housing development. These projects will create an increased demand for parking and public amenities to make downtown Sturgis a destination of choice. The city is seeking to capitalize on this momentum to not only address needed infrastructure but also to create a vibrant central business district with the inclusion of a food truck court and trailhead.

**Amount requested for the Community Project Funding and the 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.**

**Federal Nexus Statement (please review the guidance in the highlighted link above):**

The project has a Federal nexus because the funding provided is for purposes authorized by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ [choose the applicable citation(s): 42 U.S.C. 5305(a)(1), 5305(a)(2), 5305(a)(4), and/or 5305(a)(5)]

**Airport Improvement Program (AIP) Department of Transportation Guidelines and Requirements for Appropriations Submissions**

AIP community project funding requests shall be used for enhancing airport safety, capacity, and security, and mitigating environmental concerns.

All projects must be:

* AIP eligible in accordance with 49 U.S.C. 47100 et seq., and [FAA policy and guidance](https://www.faa.gov/airports/aip/).
* 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.

Demonstration of Community Support: Demonstration of community support for a project is crucial for determining whether it should receive funding. Projects must have substantial evidence of community support to be considered for funding. Community support documentation can include: letters from elected officials and community groups, local transportation or community development plans, publications (including news articles), and any other documents that demonstrate public support for the project.

*Required Questions for Airport Improvement Program Project Requests:*

**Project Name**

* (EXAMPLE: Rehabilitate runway. Airport Name (3 letter or number airport code), City, State (2 letter postal code)
* NOTE: This description may be used to list the project in the House report and should be as accurate as possible to ensure that the funding is provided to the correct project and location.

**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 fiscal year 2024, and the 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? What is the source and amount of those funds?**

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

**Highway Infrastructure Projects Department of Transportation (DOT) Guidelines and Requirements for Appropriations Submissions**

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 planning 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](https://www.fhwa.dot.gov/fastact/factsheets/federalsharefs.cfm) 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.

*Required Questions for Highway Infrastructure Project Requests:*

**Demonstration of Community Support:** Demonstration of community support for a project is crucial for determining whether it should receive funding. Projects must have substantial evidence of community support to be considered for funding. Community support documentation can include: letters from elected officials and community groups, local transportation or community development plans, publications (including news articles), and any other documents demonstrating public support for the project.

* **Project Name.**
	+ EXAMPLE: Main Street widening and resurfacing, City, State, Congressional District.
	+ 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).
	+ NOTE: This description may be used to list the project in the House report and should be as accurate as possible to ensure that the funding goes to the correct project and location.
* **General description of the project and why it is needed.**
	+ EXAMPLE: Widening and resurfacing Main Street will allow the local government to add a turn lane to reduce congestion. It will also allow for safety upgrades at Avenue D where there is a high level of safety incidents.
	+ NOTE: Benefits may include safety, environmental, economic, equity, mobility, etc.
* **What are the benefits of this project and why is it a priority?**
	+ NOTE: Benefits could include safety, environmental, economic, equity, mobility, etc. This description will not appear in the House report.
	+ EXAMPLE: Widening and resurfacing Main Street will allow the local government to add a turn lane to reduce congestion. It will also allow for safety upgrades at Avenue D where there is a high level of accidents.
* **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.**
	+ NOTE: Appropriated funds for these projects cannot be used for costs incurred prior to project authorization, which occurs when a project sponsor 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)?**
* **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?**
* **Does the project require an environmental review? If so, what is the status and/or outcome of the environmental review and National Environmental Policy Act (NEPA) category of action (if applicable)?**

* **Type of project eligible under 23 USC 133(b):**
	+ NOTE: Drop down options will include: Highway, Bridge, EV Charging Infrastructure, Wildlife Crossing, Bike/Pedestrian, and Other (please specify).
* **Where is the project in the construction process?**
	+ NOTE: Drop down options will include: Planning and Environmental Review, Final Design, Right of Way, Capital purchase or lease, Construction, and Other (please specify).
* **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 (ex. North Carolina STIP, New York Metropolitan Transportation Council TIP) the ID Number comes from.**
	+ NOTE: The STIP or TIP also can be used for the location/description of a project, the total project cost, and information about where funding comes from.
* **Please provide a history of federal funding for the project, if any. Include both formula funds and any discretionary grants.**
	+ EXAMPLE: FY20 TIGER/BUILD Grant: $10 million; FHWA Formula Funds: $5 million.
* **If the request does not fully fund the project, describe where the remaining funding comes from to complete the project.**

EXAMPLE: Unidentified State funds will compose 10 percent of the remaining cost and previously identified federal formula funds (STBG) will make up the rest.

**Transit Infrastructure Projects Department of Transportation (DOT) Guidelines and Requirements**

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, local governmental 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.

*Required Questions for Transit Infrastructure Project Requests:*

* **Demonstration of Community Support:** Demonstration of community support for a project is crucial for determining whether it should receive funding. Projects must have substantial evidence of community support to be considered for funding. Community support documentation can include: letters from elected officials and community groups, local transportation or community development plans, publications (including news articles), and any other documents that demonstrate public support for the project.
* **Project Name.**
	+ EXAMPLE: Electric buses and charging infrastructure, City, State, Congressional District.
	+ 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).
	+ NOTE: This description may be used to list the project in the House report and should be as accurate as possible to ensure that the funding goes to the correct project and location.
* **Project Recipient**
* **General description of the project and why it is needed.**
* **What are the benefits of this project and why is it a priority?**
	+ NOTE: Benefits could include safety, environmental, economic, equity, mobility, etc. This description will not appear in the House report.
	+ EXAMPLE: Acquiring electric buses and related charging infrastructure will increase the safety and efficiency of the bus fleet, and reduce the overall greenhouse gas emissions for the transit agency.
* **Amount requested for the community project.**
* **Total project cost.**
	+ NOTE: Provide the total estimated cost of the project. If outlined in the STIP or TIP, provide that amount unless estimated project costs have increased. If project costs have increased, provide a justification.
* **Estimated start and completion dates.**
* **If the project receives less than requested for the transit infrastructure projects, will the project proceed without waiting for additional funding sources?**
	+ EXAMPLE: Yes, however, the project will not be able to proceed immediately without the total amount. The West Elm Public Transportation Authority anticipates using FY24 formula funds to make up the shortfall if there are no other federal grant opportunities available.
* **Does the project intend to apply for any DOT discretionary programs before proceeding? If yes, will the project sponsor still proceed if not selected?**
* **Has the request been submitted to another Subcommittee or Committee this fiscal year? If yes, which one(s)?**
* **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 local share.
	+ EXAMPLE: Local sales taxes are committed for 25 percent of the funds.
* **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)?**
* **Where is the project in the construction process?**
	+ NOTE: Drop down options will include: Planning and Environmental Review, Final Design, Right of Way, Capital purchase or lease (including bus purchases), Construction, and Other (please specify).
* **Was 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, please provide a link to the plan.**
* **Please provide the STIP or TIP ID Number and specify which plan (ex. North Carolina STIP, New York Metropolitan Transportation Council TIP) the ID Number comes from.**
	+ NOTE: The STIP or TIP also can be used for the location/description of a project, the total project cost, and information about where funding comes from.
* **Please provide a history of federal funding for the project, if any. Include both formula funds and any discretionary grants.**
	+ EXAMPLE: FY20 TIGER/BUILD Grant: $10 million; FTA Formula Funds: $5 million.
* **If the request does not fully fund the project, describe where the remaining funding comes from to complete the project.**
	+ EXAMPLE: Unidentified State funds will compose 10 percent of the remaining cost and previously identified federal formula funds will make up the rest.

**Consolidated Rail Infrastructure and Safety Improvements (CRISI) Department of Transportation (DOT) Guidelines and Requirements for Appropriations Submissions**

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 requestors 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.

Required Questions for CRISI Project Requests:

* **Demonstration of Community Support:** Demonstration of community support for a project is crucial for determining whether it should receive funding. Projects must have substantial evidence of community support to be considered for funding. Community support documentation can include: letters from elected officials and community groups, local transportation or community development plans, publications (including news articles), and any other documents that demonstrate public support for the project.
* **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. This description may be used in theHouse report and must be accurate to ensure funds are provided to the correct project and location.
	+ EXAMPLE: West Elm Track and Railroad Bridge Improvements, City, State, Congressional District.
* Project Recipient.
	+ As a reminder, for-profit entities are not eligible for CPF funding. The recipient must be a public entity such as a state department of transportation, public agency, or not-for-profit rail carrier that provides intercity rail passenger transportation, etc.
* **General description and scope of project, including benefits and explanation for why project is a priority.**
	+ EXAMPLE: The West Elm Track and Railroad Bridge Improvements Project will replace an aging railroad bridge and rehabilitate 11 sidings and wye tracks that can handle increased traffic along the main rail route between the cities of Green Bay and Pembine. The improvements will increase the efficiency of the route by eliminating slow-orders along 32 miles of track and help mitigate congestion along the track to increase safety. It is a priority for both cities given the limited resources they have to fully fund the project.
* **Amount of CPF funding requested for project.**
* **Total project cost.** Provide the total estimated cost of the project.
* **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?**
	+ The cost-share requirements are defined in statute. Rail capital projects under the CRISI program require a minimum 20 percent non-federal share.
	+ EXAMPLE: Local sales taxes are committed for 20 percent of the project.
* **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.**
	+ EXAMPLE: FY20 BUILD Discretionary Grant of $7.5 million.
* **Where is the project in the construction process?**
	+ Drop down options in the database will include: 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.**