All community project funding requests must meet the eligibility requirements for the specific program within which funding is provided. Only certain programs in the Commerce, Justice, Science, and Related Agencies Appropriations Bill have been designated to receive community project funding requests.

GENERAL GUIDANCE FOR COMMUNITY PROJECT FUNDING REQUESTS

- Entering community project requests in the House Appropriations Committee database—
  - All community project requests must be entered into the online database. Request forms must match the signed Member letter.
  - Each office is responsible only for their project requests, and one office cannot enter project requests into the database for another office.
  - Each project request must be for fiscal year 2023 funds only and cannot include multi-year funding.
  - **Project Title** – This should be a **short** name by which the project may be identified. The project title should clearly indicate how the funds will be used. (e.g., Police Body-worn Cameras). This title may be used in the House report and should be as accurate as possible to ensure that the funding goes to the correct project.
  - **Project Recipient** – You must include accurate recipient information when filling out the online request. **The recipient name entered should be the legal name of the organization that will be receiving these funds.** Please do not include abbreviations, acronyms, or use a “The” before the recipient name. The accuracy of the recipient legal name is essential to ensuring that the funding goes to the correct project.
  - **Project Location** – the location of the project’s activities may be different from the mailing address of the recipient organization. Please provide the location where the project activities will be taking place, in the format ‘City (or County), State’. This will appear in the House report to help identify the project.
  - You must include a **project description**—but please limit your description to 1,000 characters and **only include a description of what** the project is.
  - You must **describe or include evidence of community support** that were compelling factors in the Member’s decision to submit this project request. You may include any relevant links to information posted on your website, or elsewhere online, including: (1) letters of support from elected community leaders, (2) press articles
highlighting the need for the requested community project funding, (3) support from newspaper editorial boards, (4) projects listed in state intended use plans, community development plans, or other publicly available planning documents, (5) resolutions passed by city councils or boards, or (6) other compelling evidence of community support.

- Members are strongly encouraged to provide detailed budget information as to how the funding is anticipated to be spent.
- You must include an explanation of the request, including an explanation of why this is a good use of taxpayer funds—this information must also be included on the Member’s official House website.
- A project request will not be considered if the intended recipient is a for-profit entity.
- If a Member requests that funding be directed to a non-profit organization, the Member will need to provide evidence that the recipient is a non-profit organization as described under section 501(c)(3) of the Internal Revenue Code of 1986.
- Please indicate whether you are aware of another Member making a request for this same project (just Yes/No, not which Member(s)).

**Transparency and Accountability Requirements** — All of the transparency and accountability requirements the Committee announced last year for Community Project Funding requests remain in place. Members are again required to post online their Community Project Funding requests and financial disclosure letters that certify no financial interest in the projects requested. For the Committee to consider a Community Project Funding request, these requirements must be met. A template along with instructions for how to submit the certification are available here and in the database. In a change from last year, offices are asked to wait until 15 calendar days after the Committee’s submission deadline before posting the information online. Providing 15 days between the submission deadline and posting will allow Committee staff to review the requests and make sure they are properly categorized as a Community Project Funding request. Online posting should occur in the time period between 15 and 20 days following the submission deadline.

All project information submitted to the database must be exactly consistent with the information included in the **signed disclosure of financial interest certification letter**.

- **Financial Disclosure** — Every community project request requires a signed certification letter stating that neither the Member nor their immediate family members have a financial interest in the project. This certification letter template is posted on the committee website and instructions are in the database for how to complete. If the project is funded in the bill, the certification will be printed and made available for public review by the Appropriations Committee once the Commerce, Justice, Science, and Related Agencies bill is filed, prior to House floor consideration. For purposes of this certification, the term “immediate family” means an individual who is related to the Member, Delegate, or Resident Commissioner, as
father, mother, son, daughter, brother, sister, husband, wife, father-in-law, or mother-in-law.

- **Lobbyists, donors and other affiliated parties.** While Members are required to certify to the Committee that neither they nor their immediate family have a financial interest in a proposed project, Members should also be fully aware of any other financial aspects or relationships associated with the proposed project that might raise ethical concerns. These include but are not limited to lobbyists, donors, or other affiliated parties that have an interest in the project.

- **“One-stop” webpage for the public.** The Appropriations Committee will maintain a website with links to all House Members’ appropriations project requests to help the public easily view them.

- **Transparency/Early Public Disclosure.** Per House rules, the report accompanying the appropriations bill will include a list identifying each community project that has been funded in the bill, along with the name of the Member requesting it. The Subcommittee will make this list public at the time of the Subcommittee markup.

- Please note that the Member request website again allows consolidated letters to be uploaded only once, so that a letter with multiple requests should not be uploaded multiple times.

- If a Member signs a multi-Member or delegation request letter in support of a project, that project request **must be entered into the online database and included in the Member’s signed letter to be considered.**

- For the fiscal year 2023 cycle, electronic signatures affixed to documents submitted to the Committee are acceptable. However, if Members choose to sign electronically, they must do so using the newly established Quill system.

- Subcommittee staff is available for consultation if you are uncertain whether a proposed project would be eligible for consideration. Please contact us at 202-225-3351 or via e-mail at CJS.MemberRequests@mail.house.gov

- **Project Amounts.** After reviewing all House project requests received for fiscal year 2023, the Committee will determine what, if any, caps to place on project amounts. Additionally, targeted projects of modest size can have meaningful impact for communities and likely have a greater chance of being funded.
COMMUNITY PROJECT FUNDING REQUEST CATEGORIES

The Commerce, Justice, Science, and Related Agencies Subcommittee is reviewing community project requests ONLY in the six categories listed below. Project requests that do not fit into one of these categories will not be eligible for community project funding. For each account, please see the specific guidelines below for additional information on eligible activities and submission criteria/questions.

- Department of Commerce; National Institute of Standards and Technology; Scientific and Technical Research and Services [New]
- Department of Commerce; National Institute of Standards and Technology; Construction of Research Facilities [New]
- Department of Commerce; National Oceanic and Atmospheric Administration (NOAA) Operations, Research, and Facilities
- Department of Justice; Byrne Justice Assistance Grants (JAG)
- Department of Justice; Community Oriented Policing Services (COPS) Technology and Equipment
- National Aeronautics and Space Administration (NASA); Safety, Security and Mission Services

DEPARTMENT OF COMMERCE

NIST Scientific and Technical Research and Services (STRS) [NEW]

Funding must be for activities consistent with and supportive of NIST’s mission and within its authorities, such as STEM education activities, scientific research, or other activities that support American manufacturing and industry.

The median award in this account for FY 22 was $1,250,000. Note the Committee may consider similar or higher project amounts for FY 23. Any caps will be determined after reviewing the full universe of requests, and while there are no guarantees, projects of a modest size are more likely to receive full funding.

This account does not fund vehicles or building construction or renovation.
Questions for NIST STRS projects

- The Commerce, Justice, Science, And Related Agencies Subcommittee will only consider funding projects that have been entered into the online database.
- Members submitting NIST STRS community project requests are required to submit answers to the following additional questions within the online database. Failure to complete all required questions will result in an incomplete project request. Incomplete project requests will not be considered for community project funds.
  - Please describe, with as much specificity as possible, the overall objectives of the proposed project and how the requested funds would be spent to achieve those goals.
  - If a non-profit, is the recipient entity a non-profit organization as described under section 501(c)(3) of the Internal Revenue Code of 1986 and exempt from tax under section 501(a) of such code?
  - Please provide the location of this project, in the format ‘City (or County), State’.
  - Is the requested project currently authorized in law? If yes, please provide a specific legal citation of such authorization.
  - Are the proposed project activities consistent with the activities of the Federal agency? [yes/no]
  - If yes, please describe how these activities are consistent with the activities of the Federal Agency. If not, why is the project being requested?
  - Has the project been funded in the past? [yes/no]
  - If the project has been funded in the past, how much funding has been provided to date?
  - If the project has been funded in the past, were such funds provided for discrete, severable activities?
  - Please specify any non-Federal sources of funding that have been or are fully anticipated to be applied toward the project, including any dollar amounts and timelines for funding.
  - Is the proposed recipient currently in material non-compliance of a prior grant award made by the proposed Federal funding agency? [yes/no]
  - Recognizing that the Appropriations Committee may not be able to provide the full amount of funding requested, can this project spend a smaller amount of appropriated funds within 12 months of the enactment of the Appropriations Act? If yes, please provide any details that may be helpful for understanding the scalability of the project.
  - Is this proposed project a priority for the local community? [yes/no]
  - If the project is not a priority for the local community, why is it being requested?
  - Please describe the current developmental status of this project.
  - What is the estimated impact of this project, e.g. number of jobs created/sustained, number of community members served, other projected impacts?
  - Is the intended recipient a for-profit entity? [yes/no]
Are you aware of another Member making a request for this same project? [yes/no]

Regarding this request, please provide any additional information that would be useful for the Appropriations Committee to have.

Has the intended recipient received any competitive grant funding or other funding from NIST at any time in the past ten years? [yes/no]

If yes, in what fiscal years and for what purposes?

For any science research project request, please provide the name of the individual who is anticipated to be the Principal Investigator for the research project, as well as a link to such person’s curriculum vitae, and a list of this person’s peer-reviewed publications related to the topic of the requested research project.

NIST Construction of Research Facilities—Extramural Construction [NEW]

This account funds the construction and renovation of research facilities, provided that such facilities will be used in a manner that is aligned with and supportive of the mission of NIST. The median award in this account was $10 million in FY 22, but this account was not open to community project funding in the House in FY 22. Note the Committee may consider lower project amounts for FY 23, and any caps will be determined after reviewing the full universe of requests. Given the expectation of limited resources and the large cost of research facilities, the Committee may not be able to fully fund all requests. While there are no guarantees, preference will be given to more modest requests.

Questions for NIST Construction project requests

- The Commerce, Justice, Science, And Related Agencies Subcommittee will only consider funding projects that have been entered into the online database. Members submitting NIST Construction community project requests are required to submit answers to the following additional questions within the online database. Failure to complete all required questions will result in an incomplete project request. Incomplete project requests will not be considered for community project funds.

  o Please describe, with as much specificity as possible, the overall objectives of the proposed project and how the requested funds would be spent to achieve those goals.
  o If a non-profit, is the recipient entity a non-profit organization as described under section 501(c)(3) of the Internal Revenue Code of 1986 and exempt from tax under section 501(a) of such code?
  o Please provide the location of this project, in the format ‘City (or County), State’.
  o Is the requested project currently authorized in law? If yes, please provide a specific legal citation of such authorization.
  o Are the proposed project activities consistent with the activities of the Federal agency? [yes/no]
If yes, please describe how these activities are consistent with the activities of the Federal Agency. If not, why is the project being requested?

Has the project been funded in the past? [yes/no]

If the project has been funded in the past, how much funding has been provided to date?

If the project has been funded in the past, were such funds provided for discrete, severable activities?

Please specify any non-Federal sources of funding that have been or are fully anticipated to be applied toward the project, including any dollar amounts and timelines for funding.

Is the proposed recipient currently in material non-compliance of a prior grant award made by the proposed Federal funding agency? [yes/no]

Recognizing that the Appropriations Committee may not be able to provide the full amount of funding requested, can this project spend a smaller amount of appropriated funds within 12 months of the enactment of the Appropriations Act? If yes, please provide any details that may be helpful for understanding the scalability of the project.

Is this proposed project a priority for the local community? [yes/no]

If the project is not a priority for the local community, why is it being requested?

Please describe the current developmental status of this project.

What is the estimated impact of this project, e.g. number of jobs created/sustained, number of community members served, other projected impacts?

Is the intended recipient a for-profit entity? [yes/no]

Are you aware of another Member making a request for this same project? [yes/no]

Regarding this request, please provide any additional information that would be useful for the Appropriations Committee to have.

Please provide a detailed budget and schedule timeline for the planned construction or renovation project associated with this request.

Please explain how this project is aligned with the mission of NIST.
National Oceanic and Atmospheric Administration (NOAA), Operations, Research, and Facilities

Community project funding for NOAA will only be considered within the Operations, Research, and Facilities account. This account does not fund construction projects, and as such, any such requests will not be considered. Requests for funding will be considered for research, demonstration, or education projects performed by external partners or for prioritizing NOAA internal funds for geographically specific projects. Any such project must be aligned with NOAA’s mission and within their existing authorities. The median award in this account for FY 22 was $750,000. Note the Committee may consider similar or higher project amounts for FY 23. Any caps will be determined after reviewing the full universe of requests, and while there are no guarantees, projects of a modest size are more likely to receive full funding.

The subcommittee will not entertain requests for community project funding for the Office of Marine and Aviation Operations.

Coastal Zone Management funds are distributed to states on a formula basis and will not be considered for community project funding.

Historically, the Committee has not funded vehicles or building construction or renovation as part of community project funding under this account.

Questions for NOAA project requests

• The Commerce, Justice, Science, And Related Agencies Subcommittee will only consider funding projects that have been entered into the online database.
• Members submitting NOAA Operations, Research, and Facilities community project requests are required to submit answers to the following additional questions within the online database. Failure to complete all required questions will result in an incomplete project request. Incomplete project requests will not be considered for community project funds.
  o Please describe, with as much specificity as possible, the overall objectives of the proposed project and how the requested funds would be spent to achieve those goals.
  o If a non-profit, is the recipient entity a non-profit organization as described under section 501(c)(3) of the Internal Revenue Code of 1986 and exempt from tax under section 501(a) of such code?
  o Please provide the location of this project, in the format ‘City (or County), State’.
  o Is the requested project currently authorized in law? If yes, please provide a specific legal citation of such authorization.
  o Are the proposed project activities consistent with the activities of the Federal agency? [yes/no]
  o If yes, please describe how these activities are consistent with the activities of the Federal Agency. If not, why is the project being requested?
  o Has the project been funded in the past? [yes/no]
- If the project has been funded in the past, how much funding has been provided to date?
- If the project has been funded in the past, were such funds provided for discrete, severable activities?
- Please specify any non-Federal sources of funding that have been or are fully anticipated to be applied toward the project, including any dollar amounts and timelines for funding.
- Is the proposed recipient currently in material non-compliance of a prior grant award made by the proposed Federal funding agency? [yes/no]
- Recognizing that the Appropriations Committee may not be able to provide the full amount of funding requested, can this project spend a smaller amount of appropriated funds within 12 months of the enactment of the Appropriations Act? If yes, please provide any details that may be helpful for understanding the scalability of the project.
- Is this proposed project a priority for the local community? [yes/no]
- If the project is not a priority for the local community, why is it being requested?
- Please describe the current developmental status of this project.
- What is the estimated impact of this project, e.g. number of jobs created/sustained, number of community members served, other projected impacts?
- Is the intended recipient a for-profit entity? [yes/no]
- Are you aware of another Member making a request for this same project? [yes/no]
- Regarding this request, please provide any additional information that would be useful for the Appropriations Committee to have.
- Has the intended recipient received any competitive grant funding or other funding from NOAA at any time in the past ten years? [yes/no]
- If yes, in what fiscal years and for what purposes?
- For any science research project request, please provide the name of the individual who is anticipated to be the Principal Investigator for the research project, as well as a link to such person’s curriculum vitae, and a list of this person’s peer-reviewed publications related to the topic of the requested research project.
State and Local Justice Assistance—Byrne Justice Assistance Grants

Office of Justice Programs, Byrne JAG Grants assist state, local, and tribal law enforcement efforts to prevent crime, improve the criminal justice system, provide victims’ services, and other related activities. Community projects funded under this category must comply with the requirements cited in JAG statutes and be consistent with Justice Department guidance for the program. Below are the links to the Department’s guidance and frequently asked questions regarding Byrne-JAG:

https://bja.ojp.gov/program/jag/overview


The Committee encourages community project funding designed to help improve police-community relations. Historically, the Committee has not funded building construction or renovation as part of community project funding under this account.

The median award in this account for FY 22 was $500,000. Note the Committee may consider similar or higher project amounts for FY 23. Any caps will be determined after reviewing the full universe of requests, and while there are no guarantees, projects of a modest size are more likely to receive full funding.

Questions for Byrne JAG project requests

- The Commerce, Justice, Science, And Related Agencies Subcommittee will only consider funding projects that have been entered into the online database.
- Members submitting Byrne JAG project requests are required to submit answers to the following additional questions within the online database. Failure to complete all required questions will result in an incomplete project request. Incomplete project requests will not be considered for community project funds.
  - Please describe, with as much specificity as possible, the overall objectives of the proposed project and how the requested funds would be spent to achieve those goals.
  - If a non-profit, is the recipient entity a non-profit organization as described under section 501(c)(3) of the Internal Revenue Code of 1986 and exempt from tax under section 501(a) of such code?
  - Please provide the location of this project, in the format ‘City (or County), State’.
  - Is the requested project currently authorized in law? If yes, please provide a specific legal citation of such authorization.
  - Are the proposed project activities consistent with the activities of the Federal agency? [yes/no]
If yes, please describe how these activities are consistent with the activities of the Federal Agency. If not, why is the project being requested?

Has the project been funded in the past? [yes/no]

If the project has been funded in the past, how much funding has been provided to date?

If the project has been funded in the past, were such funds provided for discrete, severable activities?

Please specify any non-Federal sources of funding that have been or are fully anticipated to be applied toward the project, including any dollar amounts and timelines for funding.

Is the proposed recipient currently in material non-compliance of a prior grant award made by the proposed Federal funding agency? [yes/no]

Recognizing that the Appropriations Committee may not be able to provide the full amount of funding requested, can this project spend a smaller amount of appropriated funds within 12 months of the enactment of the Appropriations Act? If yes, please provide any details that may be helpful for understanding the scalability of the project.

Is this proposed project a priority for the local community? [yes/no]

If the project is not a priority for the local community, why is it being requested?

Please describe the current developmental status of this project.

What is the estimated impact of this project, e.g. number of jobs created/sustained, number of community members served, other projected impacts?

Is the intended recipient a for-profit entity? [yes/no]

Are you aware of another Member making a request for this same project? [yes/no]

Regarding this request, please provide any additional information that would be useful for the Appropriations Committee to have.

Is this request consistent with all current statutory and regulatory requirements of Byrne Justice Assistance Grant recipients and subrecipients? [yes/no]

Is this project intended to serve primarily youth under age 18? [yes/no]

Is this request to fund the acquisition of property or the construction or renovation of a building? [yes/no]

Has the intended recipient received any COPS or Byrne-JAG funds at any time in the past ten years? [yes/no]

If yes, in what fiscal years and for what purposes?
Community Oriented Policing Services (COPS) – Technology and Equipment

Funding will be provided for COPS Technology and Equipment (COPS Tech) community project grants for State, local, and tribal law enforcement to develop and acquire effective technologies and interoperable communications that assist in investigating, responding to, and preventing crime, provided that such equipment meets the applicable requirements of the National Institute of Standards and Technology (NIST) Office of Law Enforcement Standards (OLES).

The median award in this account for FY 22 was $520,000. Note the Committee may consider similar or higher project amounts for FY 23. Any caps will be determined after reviewing the full universe of requests, and while there are no guarantees, projects of a modest size are more likely to receive full funding.

This funding will allow recipients the opportunity to establish and enhance any of a variety of technical equipment and/or programs to encourage the continuation and enhancement of community policing efforts within their jurisdictions. These projects should help improve police effectiveness and the flow of information among law enforcement agencies, local government service providers, and the communities they serve.

Historically, the Committee has not funded vehicles or building construction or renovation as part of community project funding under this account. Recipients of community project funding under this account may not subgrant to other organizations or agencies.

Questions for COPS Tech project requests

- The Commerce, Justice, Science, And Related Agencies Subcommittee will only consider funding projects that have been entered into the online database.
- Members submitting COPS project requests are required to submit answers to the following additional questions within the online database. Failure to complete all required questions will result in an incomplete project request. Incomplete project requests will not be considered for community project funds.
  - Please describe, with as much specificity as possible, the overall objectives of the proposed project and how the requested funds would be spent to achieve those goals.
  - If a non-profit, is the recipient entity a non-profit organization as described under section 501(c)(3) of the Internal Revenue Code of 1986 and exempt from tax under section 501(a) of such code?
  - Please provide the location of this project, in the format ‘City (or County), State’.
  - Is the requested project currently authorized in law? If yes, please provide a specific legal citation of such authorization.
  - Are the proposed project activities consistent with the activities of the Federal agency? [yes/no]
  - If yes, please describe how these activities are consistent with the activities of the Federal Agency. If not, why is the project being requested?
  - Has the project been funded in the past? [yes/no]
o If the project has been funded in the past, how much funding has been provided to date?

o If the project has been funded in the past, were such funds provided for discrete, severable activities?

o Please specify any non-Federal sources of funding that have been or are fully anticipated to be applied toward the project, including any dollar amounts and timelines for funding.

o Is the proposed recipient currently in material non-compliance of a prior grant award made by the proposed Federal funding agency? [yes/no]

o Recognizing that the Appropriations Committee may not be able to provide the full amount of funding requested, can this project spend a smaller amount of appropriated funds within 12 months of the enactment of the Appropriations Act? If yes, please provide any details that may be helpful for understanding the scalability of the project.

o Is this proposed project a priority for the local community? [yes/no]

o If the project is not a priority for the local community, why is it being requested?

o Please describe the current developmental status of this project.

o What is the estimated impact of this project, e.g. number of jobs created/sustained, number of community members served, other projected impacts?

o Is the intended recipient a for-profit entity? [yes/no]

o Are you aware of another Member making a request for this same project? [yes/no]

o Regarding this request, please provide any additional information that would be useful for the Appropriations Committee to have.

o Is this request to fund the acquisition of property or the construction or renovation of a building? [yes/no]

o Has the intended recipient received any COPS or Byrne-JAG funds at any time in the past ten years? [yes/no]

o If yes, in what fiscal years and for what purposes?
Community project funding under the NASA Safety, Security, and Mission Services (NASA-SSMS) account must be for activities consistent with and supportive of the work of NASA’s mission directorates and within the agency’s authorities, such as STEM education activities and scientific research. Funding for building construction or renovation projects will not be considered for community project funding.

The median award in this account for FY 22 was $900,000. Note the Committee may consider similar or higher project amounts for FY 23. Any caps will be determined after reviewing the full universe of requests, and while there are no guarantees, projects of a modest size are more likely to receive full funding.

Questions for NASA-SSMS project requests

- The Commerce, Justice, Science, And Related Agencies Subcommittee will only consider funding projects that have been entered into the online database.
- Members submitting NASA Safety, Security, and Mission Services community project requests are required to submit answers to the following additional questions within the online database. Failure to complete all required questions will result in an incomplete project request. Incomplete project requests will not be considered for community project funds.
  o Please describe, with as much specificity as possible, the overall objectives of the proposed project and how the requested funds would be spent to achieve those goals.
  o If a non-profit, is the recipient entity a non-profit organization as described under section 501(c)(3) of the Internal Revenue Code of 1986 and exempt from tax under section 501(a) of such code?
  o Please provide the location of this project, in the format ‘City (or County), State’.
  o Is the requested project currently authorized in law? If yes, please provide a specific legal citation of such authorization.
  o Are the proposed project activities consistent with the activities of the Federal agency? [yes/no]
  o If yes, please describe how these activities are consistent with the activities of the Federal Agency. If not, why is the project being requested?
  o Has the project been funded in the past? [yes/no]
  o If the project has been funded in the past, how much funding has been provided to date?
  o If the project has been funded in the past, were such funds provided for discrete, severable activities?
Please specify any non-Federal sources of funding that have been or are fully anticipated to be applied toward the project, including any dollar amounts and timelines for funding.

Is the proposed recipient currently in material non-compliance of a prior grant award made by the proposed Federal funding agency? [yes/no]

Recognizing that the Appropriations Committee may not be able to provide the full amount of funding requested, can this project spend a smaller amount of appropriated funds within 12 months of the enactment of the Appropriations Act? If yes, please provide any details that may be helpful for understanding the scalability of the project.

Is this proposed project a priority for the local community? [yes/no]

If the project is not a priority for the local community, why is it being requested?

Please describe the current developmental status of this project.

What is the estimated impact of this project, e.g. number of jobs created/sustained, number of community members served, other projected impacts?

Is the intended recipient a for-profit entity? [yes/no]

Are you aware of another Member making a request for this same project? [yes/no]

Regarding this request, please provide any additional information that would be useful for the Appropriations Committee to have.

Is the project intended to serve primarily youth under age 18? [yes/no]

Has the intended recipient received any competitive grant funding or other funding from NASA at any time in the past ten years? [yes/no]

If yes, in what fiscal years and for what purposes?

For any science research project request, please provide the name of the individual who is anticipated to be the Principal Investigator for the research project, as well as a link to such person's curriculum vitae, and a list of this person's peer-reviewed publications related to the topic of the requested research project.