

ROSA DELAURO, CONNECTICUT, CHAIR

MARCY KAPTUR, OHIO
DAVID E. PRICE, NORTH CAROLINA
LUCILLE ROYBAL-ALLARD, CALIFORNIA
SANFORD D. BISHOP, JR., GEORGIA
BARBARA LEE, CALIFORNIA
BETTY McCOLLUM, MINNESOTA
TIM RYAN, OHIO
C. A. DUTCH RUPPERSBERGER, MARYLAND
DEBBIE WASSERMAN SCHULTZ, FLORIDA
HENRY CUJELLAR, TEXAS
CHELLIE PINGREE, MAINE
MIKE QUIGLEY, ILLINOIS
DEREK KILMER, WASHINGTON
MATT CARTWRIGHT, PENNSYLVANIA
GRACE MENG, NEW YORK
MARK POCAN, WISCONSIN
KATHERINE M. CLARK, MASSACHUSETTS
PETE AGUILAR, CALIFORNIA
LOIS FRANKEL, FLORIDA
CHERI BUSTOS, ILLINOIS
RONNIE WATSON COLEMAN, NEW JERSEY
BRENDA L. LAWRENCE, MICHIGAN
NORMA J. TORRES, CALIFORNIA
CHARLIE CRIST, FLORIDA
ANN KIRKPATRICK, ARIZONA
ED CASE, HAWAII
ADRIANO ESPAILLAT, NEW YORK
JOSH HARDER, CALIFORNIA
JENNIFER WEXTON, VIRGINIA
DAVID J. TRONE, MARYLAND
LAUREN UNDERWOOD, ILLINOIS
SUSIE LEE, NEVADA

Congress of the United States
House of Representatives
Committee on Appropriations
Washington, DC 20515-6015

KAY GRANGER, TEXAS
HAROLD ROGERS, KENTUCKY
ROBERT B. ADERHOLT, ALABAMA
MICHAEL K. SIMPSON, IDAHO
JOHN R. CARTER, TEXAS
KEN CALVERT, CALIFORNIA
TOM COLE, OKLAHOMA
MARIO DIAZ-BALART, FLORIDA
STEVE WOMACK, ARKANSAS
CHUCK FLEISCHMANN, TENNESSEE
JAIME HERRERA BEUTLER, WASHINGTON
DAVID P. JOYCE, OHIO
ANDY HARRIS, MARYLAND
MARK E. AMODEI, NEVADA
CHRIS STEWART, UTAH
STEVEN M. PALAZZO, MISSISSIPPI
DAVID G. VALADAO, CALIFORNIA
DAN NEWHOUSE, WASHINGTON
JOHN R. MOOLENAAR, MICHIGAN
JOHN H. RUTHERFORD, FLORIDA
BEN CLINE, VIRGINIA
GUY RESCHENTHALER, PENNSYLVANIA
MIKE GARCIA, CALIFORNIA
ASHLEY HINSON, IOWA
TONY GONZALES, TEXAS

ROBIN JULIANO
CLERK AND STAFF DIRECTOR
(202) 225-2771

March 25, 2022

Dear Colleague,

As Chair of the Appropriations Subcommittee on Financial Services and General Government, I want to make you aware of the subcommittee's procedures for receiving Members' programmatic, language, and Community Project Funding submissions for consideration in the fiscal year 2023 appropriations bill. Members must transmit submissions to the Subcommittee via electronic form, and in addition must upload a letter to the appropriations submission system confirming those entries.

- The electronic submission system can be found at <https://AppropriationsSubmissions.house.gov>. The system will be available to accept submissions starting on April 4, 2022.
- The deadline for submissions of Members' programmatic, language, and Community Project Funding requests for the Subcommittee is April 27, 2022, by 6:00 pm.

The Appropriations Committee anticipates moving forward with drafting its bills expeditiously to ensure their availability for consideration by the House. As you prepare your submissions, please note the following guidelines:

- All submissions must be made electronically at <https://AppropriationsSubmissions.house.gov>. Only submissions received electronically will be considered. Hard-copy submissions are not required and will not be accepted.
- The electronic system will require members to assign a priority rank order for all their submissions for this subcommittee (programmatic, language and Community Project Funding). The Subcommittee will review your priority rankings based on what you entered into the database.

- Additionally, Members can rank their top 10 requests across all subcommittees for all programmatic and language requests. It is strongly recommended that Members identify these top ten programmatic and language requests Committee-wide before entering requests. The ranking for Community Project Funding requests across subcommittees remains separate from the top 10 for program and language requests.

Programmatic and Language Requests

- The requirements remain unchanged from prior years. Submissions must include an uploaded letter signed by the Member supporting the Member's request. Letters must list and describe each submission briefly. Letters may be either an individual letter for each request or a consolidated letter for multiple requests made to this subcommittee. Please note that the Member request website again allows consolidated letters to be uploaded only once, so that a letter with multiple requests does not need to be uploaded multiple times.
- For requests with multiple Member cosponsors, each cosponsor must enter the same request into the online database. In addition, each cosponsor should either scan or upload a copy of the group request letter or include the group request in a consolidated letter of all the Member's requests for the Subcommittee.
- The electronic system allows Members to access submissions made in previous years, so you may review those submissions if that is helpful.

Community Project Funding

For fiscal year 2023, the electronic system will include an option for Members to submit Community Project funding requests for the following accounts in the Financial Services and General Government Appropriations bill:

- General Services Administration, Federal Buildings Fund - New Construction, Major Repairs and Alterations, and Basic Repairs Accounts
- National Archives and Records Administration, National Historical Publications and Records Commission
- Small Business Administration, Small Business Initiatives

Project recipients must be other units of government or nonprofit organizations to be considered eligible for Community Project funding. For each Community Project request, Members will be asked to respond to a series of questions intended to provide transparency and ensure the Community Project is a valuable use of taxpayer funds. Members will also be required to submit financial disclosure letters certifying that the Member, their spouse, and their immediate family has no financial interest in the projects requested.

Additional guidance on Financial Services and General Government Community Project requests can be found [here](#).

Thank you for your interest in the programs and activities of the House Appropriations Subcommittee on Financial Services and General Government. If you have any general questions or require further information, please contact the Subcommittee staff at FS.MemberRequests@mail.house.gov or (202) 225-7245. Technical questions related specifically to the operation of the system should be directed to the Committee's IT office at Approp.Comops@mail.house.gov.

I look forward to working with you as the fiscal year 2023 appropriations process begins.

Sincerely,



Mike Quigley
Chairman
Subcommittee on Financial Services and General Government