Dear Colleague:

As Chairwoman of the Appropriations Subcommittee on Homeland Security, I want to make you aware of the subcommittee's procedures for receiving Members' programmatic and language submissions for consideration in the fiscal year 2021 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 February 13.

- The deadline for submissions for the Subcommittee on Homeland Security is 6pm on March 20, 2020.

The Appropriations Committee anticipates moving forward with drafting its bills expeditiously to assure 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.

- A letter containing a brief description of each request and signed by the member must be uploaded into the Member request system. Members may upload a separate letter for each submission or upload a consolidated letter for all of the Member’s requests to the Subcommittee. In the case of the latter, the Member request website requires the consolidated letter to be uploaded only once.

- The electronic system will require members to assign a priority rank order to all their submissions for the Subcommittee, which will review your submissions accordingly.
• Members should rank their top ten requests across all subcommittees. It is strongly recommended that Members determine their top ten requests before beginning to enter information into the request system.

• For requests with multiple Member cosponsors, each cosponsor must enter the identical request into the online database. In addition, each cosponsor should 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 for reference in developing submissions for fiscal year 2021.

Thank you for your interest in the programs and activities of the House Appropriations Subcommittee on Homeland Security. If you have any general questions or require further information, please contact the Subcommittee staff at (202) 225-5834. Technical questions related specifically to the operation of the system should be directed to the Committee’s IT office at (202) 225-2718.

I look forward to working with you as the fiscal year 2021 appropriations process begins.

Sincerely,

Lucille Roybal-Allard, Chairwoman
Subcommittee on Homeland Security
FY 2021 Homeland Security Components and Accounts

When entering Homeland Security submissions into the Member request system, please select the appropriate component and funding account from the database’s drop-down menus.

Bill language requests, other than funding requests, should be submitted by selecting the appropriate title from the “General and Administrative Provisions” menu. For example, select “Title II Administrative Provisions” for bill language requests related only to title II components. For bill language requests involving components funded through multiple titles in the bill, select “Title V General Provisions.”

Please make sure that requests are limited to those that could be accommodated under the appropriations jurisdiction of the Homeland Security Subcommittee.

**Title I**
Office of the Secretary & Executive Management
  Operations and Support
  Federal Assistance
Management Directorate
  Operations and Support
  Procurement, Construction, & Improvements
Intelligence, Analysis, & Ops Coordination
  Operations and Support
Office of Inspector General
  Operations and Support
Title I Administrative Provisions

**Title II**
U.S. Customs and Border Protection
  Operations and Support
  Procurement, Construction, & Improvements
U.S. Immigration and Customs Enforcement
  Operations and Support
  Procurement, Construction, & Improvements
Transportation Security Administration
  Operations and Support
  Procurement, Construction, & Improvements
  Research and Development
Coast Guard
  Operations and Support
  Procurement, Construction, & Improvements
  Research and Development
United States Secret Service
  Operations and Support
  Procurement, Construction, & Improvements
  Research and Development
Title II Administrative Provisions

**Title III**
Cybersecurity & Infrastructure Security Administration
  Operations and Support
  Procurement, Construction, & Improvements
  Research and Development
Federal Emergency Management Agency
  Operations and Support
  Procurement, Construction, & Improvements
  Federal Assistance
  Disaster Relief Fund
  National Flood Insurance Program
Title III Administrative Provisions

**Title IV**
U.S. Citizenship and Immigration Services
  Operations and Support
  Federal Assistance
Federal Law Enforcement Training Centers
  Operations and Support
  Procurement, Construction, and Improvements
Science and Technology Directorate
  Operations and Support
  Research and Development
Countering Weapons of Mass Destruction Office
  Operations and Support
  Procurement, Construction, & Improvements
  Research and Development
  Federal Assistance
Title IV Administrative Provisions

**Title V**
General Provisions