

SUBCOMMITTEE ON MILITARY CONSTRUCTION, VETERANS AFFAIRS, AND RELATED AGENCIES

Fiscal Year 2022 Member Request Guide

There are three types of requests: community project funding, program, and language. A description and example of each can be found below.

- **Community Project Request:** a funding request for a specific project. *Example:* Provide \$1,000,000 for training barracks at Army Fort in City, State.
- **Program Request:** a request to fund a specific program in our bill at a specified level. *Example:* Provide \$190,000,000 for the Board of Veterans' Appeals.
- **Language Request:** a request to include specific bill or report language that does not direct funding to a particular entity but encourages, urges, or directs some type of action by an agency. *Example:* Committee encourages the Department of Veterans Affairs to seek opportunities to increase the number of employment service counselors.

All **community project requests** must meet the eligibility requirements for a specific account in which the project is funded. Only certain Department of Defense accounts in the Military Construction, Veterans Affairs and Related Agencies bill are in this category. Please follow the guidance on submitting community project funding requests within such accounts, provided below.

DEPARTMENT OF DEFENSE Military Construction Accounts

The following types of projects are eligible to be considered for community project funding, provided that they comply with the specified guidelines. The subcommittee will not consider requests for community projects unless they appear on a list provided to Congress by the Secretary of Defense or his/her designee. More detail regarding such lists can be found below.

Please note that if the Member wishes to support an item in the President's budget request, that will continue to remain a programmatic request and should be entered as such. If the scope of the Member's request varies from the President's budget request, then the request may no longer qualify as a programmatic request. In those situations, please consult the Subcommittee staff for further direction. If the project is not included in the President's budget request for any Military Construction project in the accounts listed above, that would be considered a Community Project Funding request and should be entered as a project in the database.

Each project request must be for fiscal year 2022 funds only and cannot include a request for multiyear funding. In addition, to be eligible, requested projects must be shovel ready in fiscal year 2022 with 35 percent design complete and must be positioned to have contracts awarded in fiscal year 2022.

Construction and Unspecified Minor Construction– Active Components

Eligible community project requests include both construction and unspecified minor military construction projects for active components. An unspecified minor military construction project is a project that has an approved cost equal to or less than \$6,000,000. The types of projects under this heading include construction, installation, equipment of temporary or permanent public works, military installations, and facilities for the accounts listed below:

- Army
- Navy and Marine Corps
- Air Force
- Defense-Wide Agencies (SOCOM, DHA, etc.)

Construction and Unspecified Minor Construction– Reserve Components

Eligible community project requests include both construction and unspecified minor military construction projects for Reserve Components. An unspecified minor military construction project is a project that has an approved cost equal to or less than \$6,000,000. *Some Reserve Component projects require a State funding match.* Requesting offices must determine whether the proposed project requires such a match and if so, confirm that the project has current State match funding before the request can be considered. The types of projects under this heading include construction, expansion, rehabilitation, and conversion of facilities for training and administration for the accounts listed below:

- Army National Guard
- Air National Guard
- Army Reserve
- Navy Reserve
- Air Force Reserve

Planning and Design

The types of projects under this heading include improving facility resilience, study, planning, design, and architect and engineer services for the accounts listed below:

- Army
- Navy and Marine Corps
- Air Force
- Defense-Wide Agencies (SOCOM, DHA, etc.)
- Army National Guard
- Air National Guard
- Army Reserve
- Navy Reserve
- Air Force Reserve

Lists of Eligible Community Projects

The eligible lists of community projects are those that are submitted to Congress by the Secretary of Defense or his/her designee. *Projects that only appear on a list or FYDP provided by a base commander will not be accepted.* Such lists include:

- **Future Year Defense Program (FYDP)** – FYDP is a projection of the forces, resources, and programs needed to support Department of Defense (DOD) operations over a five-year span. The FYDP is released simultaneously with the President’s budget request. The updated document listing projects eligible for FY 2022 will be obtainable after the FY 2022 full budget rollout, through the Under Secretary of Defense (Comptroller) website:
<https://comptroller.defense.gov/Budget-Materials/>.
- **Unfunded Requirements/Unfunded Priorities Lists (UFRs/UPLs)** – UFRs/UPLs are lists that each Service provides to Congress that identify priority projects which were not included in the President’s budget request. These lists must be approved by the Secretary of Defense. UFRs/UPLs become available to Congress on the date of the President’s full budget release (not skinny budget) and can be found by contacting the Congressional Liaison Offices of the Armed Services.
- **Cost-to-completes (CTCs)** – CTCs are projects that have previously received an appropriation but require additional funding for completion. These lists represent the requirements identified by each Service for the additional funding necessary to complete a project. The lists are approved by each Service Secretary and can be obtained by contacting the Congressional Liaison Offices of the Armed Services.

These lists include projects, ongoing and upcoming, that ensure long-term viability, better readiness, increased resiliency, improved living and working conditions for service members and their families, and significant cost savings in perpetuity. **Once FY 2022 lists are released to Congress, the subcommittee will recirculate this guidance with active hyperlinks so that you will be able to be routed to the official document.**

As indicated above, some Reserve Component projects will additionally require a corresponding State funding match. Please verify said funding before submission. The Committee will not waive match requirements.

For your reference, current Milcon authorizations may be found in the FY21 NDAA DIVISION B—MILITARY CONSTRUCTION AUTHORIZATIONS, which you can access by clicking [HERE](#).

*Projects that will be in the President’s budget request for FY22 will be determined when the budget submission is officially presented to Congress. This includes FY22 FYDP, UFRs, and CTCs lists.

For Community Project Funding requests for DOD Military Construction, you will need to answer supplemental questions in support of these requests specifically.

- In order to respond to these subcommittee specific questions, which can be found under the “Supplemental Questions” tab, you will need the following information:
 - Which Service is the project for?
 - Installation Name
 - Project Name and Amount
 - Planning and Design
 - Is the funding requested for planning and design costs?
 - Is the project for unspecified minor construction?
 - Provide background
 - Is the project on the FY 2022-2026 FYDP?
 - Is the project on a Service unfunded requirement (UFR) or unfunded priority list (UPL)?
 - Is the project a cost-to-complete from a prior year? If so, what year?
 - Has a corresponding request been submitted to HASC?