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

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ANNE MARIE CHOTVACS
CLERK AND STAFF DIRECTOR
(202) 225-2771

February 28, 2023

Dear Colleague:

As Chair of the Appropriations Subcommittee on Homeland Security, I want to make you aware of the Subcommittee's procedures for receiving Members' programmatic, Community Project Funding, and language submissions for consideration in the fiscal year 2024 appropriations bill.

Member requests can only be considered if submitted through the Committee's electronic database found at <https://AppropriationsSubmissions.house.gov>. The system will be available to accept submissions starting **March 10, 2023**. The submission deadline is **March 29, 2023**, and Members must post CPF requests on their websites on **April 13, 2023**.

[Attached](#) is a project request guide that provides information regarding project eligibility requirements and guidance for submitting requests.

Programmatic and Language Requests

The Committee offers an opportunity for Members to make programmatic requests for specific funding levels for agencies and programs funded through annual appropriations. Members also have an opportunity to request bill or report language encouraging or directing a specific action by the Federal agencies.

Submissions must include an uploaded letter signed by the Member supporting the Member's request. Letters should simply 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 review of those submissions is available if that is helpful.

Community Project Funding

The Subcommittee on Homeland Security will accept Community Project Funding requests for only the following Federal Emergency Management Agency—Federal Assistance accounts:

- Pre-Disaster Mitigation grants
- Emergency Operations Center grants.

The Subcommittee will not accept project requests for any other accounts.

Project funding for fiscal year 2023 ranged between \$158,176 and \$3,000,000 for Emergency Operations Center grants and between \$320,482 and \$10,000,000 for Pre-Disaster Mitigation grants.

In addition, while we will otherwise try to provide the full federal cost share for funded Community Project Funding, overall demand may limit our ability to do so. **Members are encouraged to make clear the minimum amount of federal funding for a project required in order for it to move forward.**

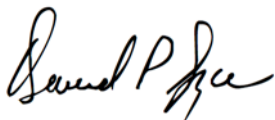
Members also must provide a signed certification that they and their immediate family members have no financial interest in the Community Project Funding request and are required to include a statement that their project has a Federal nexus. Templates for this certification and statement are included in the project request guide.

Member offices must post these letters publicly on their website for all CPF requests no later than April 13, 2023, following the end of the Committee's two-week technical assistance review period. The Committee will not consider a Community Project Funding request without meeting these requirements.

The deadline for submissions for the Subcommittee on Homeland Security is 6:00 pm on March 29, 2023.

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 HS.MemberRequests@mail.house.gov. Technical questions related specifically to the operation of the system should be directed to the Committee's IT office at Approp.ITMemberRequest@mail.house.gov

Sincerely,



David Joyce
Chairman
Subcommittee on Homeland Security

FY 2024 Homeland Security Components and Accounts
Available for Program and Language Requests

Title I

Office of the Secretary & Executive Management

- Operations and Support
- Procurement, Construction, & Improvements
- Federal Assistance

Management Directorate

- Operations and Support
- Procurement, Construction, & Improvements

Federal Protective Service

Intelligence, Analysis and Situational Awareness

Office of Inspector General

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 Center

- Operations and Support
- Procurement, Construction, and Improvements

Science and Technology Directorate

- Operations and Support
- Procurement, Construction, and Improvements
- 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

- Bill-wide General Provisions