SUBCOMMITTEE ON TRANSPORTATION, HOUSING AND URBAN DEVELOPMENT, AND RELATED AGENCIES

Highway Infrastructure Projects
Department of Transportation (DOT)
Guidelines and Requirements for Appropriations Submissions

Programmatic and language requests are due by 6:00 pm on Wednesday, May 1, 2024
CPF submission deadline is 6:00 pm on Friday, May 3, 2024
Members must post CPF requests on their websites on Friday, May 17, 2024

Highway Infrastructure Projects are capital projects eligible under title 23 of the United States Code. Eligible projects are described under Section 133(b) of title 23, United States Code, as amended by title III of division A of the Infrastructure Investment and Jobs Act. Tribal and territorial capital projects authorized under chapters 1 and 2 of title 23, United States Code, are also eligible.

All projects must be:

1. Capital projects or project-specific design for a capital project.
2. Supported by the state or Tribal government that would administer the project. Inclusion in a Statewide Transportation Improvement Plan (STIP) or Transportation Improvement Plan (TIP) would satisfy this requirement.
3. Requested by public entities or Tribal entities.

The Subcommittee will not fund activities that are administrative in nature even if they are eligible expenses under the statutory citation. These include general operating expenses, and planning activities required under sections 134 and 135 of title 23, United States Code.

Applicants should be aware that Highway Infrastructure Projects have a non-Federal cost share calculated on a sliding scale. The cost-share requirements are defined in statute and vary based on activity, location, and other factors.

Additionally, most projects will be subject to various Federal requirements such as competition in contracting, Buy America, and the National Environmental Policy Act. The Committee strongly encourages Members' offices and potential funding recipients to reach out to their state departments of transportation to determine the eligibility and viability of projects.

For each Highway Infrastructure Projects request, Members will need to provide specific information through the electronic submission process. The database will include the following questions to assist the Subcommittee in vetting and selecting projects.

Demonstration of Community Support:

Demonstration of community support for a project is crucial for determining whether it should receive funding. Projects must have substantial evidence of community support to be considered for funding. Community support documentation can include letters from elected officials and community groups, local transportation or community development plans, publications (including news articles), and any other documents demonstrating public support for the project.

Community Project Funding Supplemental Questions in the Database for Highway Infrastructure Projects:

1. Project Name. A short name by which the project may be identified, including a very brief description of what the funds will be used for and the project's location (city, county, State, Tribe, Congressional District).
   EXAMPLE: *Main Street widening and resurfacing, City, State, Congressional District.*
   NOTE: The project name and location will be used to list the project in the House Report and should be as accurate as possible to ensure that the funding goes to the correct project and location. Any changes after enactment will require additional legislative actions. If the project is already in the STIP or TIP, use that project name.

2. General description and benefits of the project and why it is needed.
   EXAMPLE: *Widening and resurfacing Main Street will allow the local government to add a turn lane to reduce congestion. It will also allow for safety upgrades at Avenue D where there is a high level of safety incidents.*
   NOTE: Benefits may include safety, environmental, economic, mobility, etc.

3. Type of project eligible under 23 USC 133(b) (Surface Transportation Block Grant Program); 23 USC 201 (Federal Lands and Tribal Transportation Programs); 23 USC 202 (Tribal Transportation Program); or 23 USC 165 (Territorial and Puerto Rico Highway Program).
   NOTE: Choose from subsections 1-24 of 23 USC 133(b); or 23 USC 201, 23 USC 202, or 23 USC 165.

4. If the request is for a phase of a larger project, describe all other phases and how this request relates to the entire project.

5. Has the recipient engaged in discussions with the Federal Highway Administration and received assurances that the project is eligible under applicable statutes?

6. Please provide a history of any federal funding already received or approved for the project. Include both formula funds and any discretionary grants.
   EXAMPLE: *FY20 TIGER/BUILD Grant: $10 million; FHWA Formula Funds: $5 million.*

7. Does the project have other public (state, local) and/or private funds committed to meet match or cost-share requirements for costs related to construction, operations, and maintenance? If so, what is the source and amount of those funds?

8. Is the project on a STIP or a TIP? If yes, please provide a link to the plan.

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TEMPLATE FOR MEMBER FINANCIAL DISCLOSURE CERTIFICATIONS AND FEDERAL NEXUS STATEMENTS

To comply with House rule XXIII, clause 17, and Committee guidance, below is suggested text for a statement of Federal nexus and a financial disclosure certification to accompany **each** Community Project Funding request:

Dear Chairman Cole and Ranking Member DeLauro:

I am requesting funding for_____[project] in fiscal year 2025. The entity to receive funding for this project is_____, located at _____(address including street name, city, state and zip code). The funding would be used for_____. The project is an appropriate use of taxpayer funds because_____.

The project has a Federal nexus because the funding provided is for purposes authorized by_____[choose the applicable program's citation: 23 USC 133(b); 23 USC 201; 23 USC 202; or 23 USC 165].

I certify that I have no financial interest in this project, and neither does anyone in my immediate family.

Sincerely,

Member of Congress

These statements must be on letterhead and must be signed by the Member. Members must post these letters publicly on their website on Friday, May 17, 2024. Please prepare the certification on letterhead and upload a PDF of the signed document to the request database.

Questions: If you have any questions about Community Project Funding eligible for Highway Infrastructure Projects, please email TH.MemberRequests@mail.house.gov and include "Highway Infrastructure Projects" in the subject line.