

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

**Port Infrastructure Development Program
Department of Transportation (DOT)
Guidelines and Requirements for Appropriations Submissions**

**Member Request deadline is May 23, 2025, at 6:00 PM EST
Members must post CPF requests on their websites on June 13, 2025.**

Port Infrastructure Development Program projects are projects eligible under [Section 54301 of title 46](#), United States Code, as amended by title XXXV of division C of the National Defense Authorization Act for Fiscal Year 2025.

The subcommittee will only fund projects that meet eligibility criteria and will be administered by eligible applicants, as described by statute. As a reminder, for-profit recipients are not eligible.

This program has a statutory non-federal matching requirement, with potential exceptions for small and rural area ports. Applicants should review 46 USC sections 54301(a)(8) and 54301(b) for more information on these cost-share requirements before submitting requests for funding. Note that recipients are also required to comply with reviews and audits from the Department of Transportation.

Additionally, these projects must comply with federal requirements such as Buy America and the National Environmental Policy Act. The Committee strongly encourages Member offices and potential funding recipients to reach out to their local port authorities to help determine the eligibility and viability of projects.

For each Port Infrastructure Development Program project request, Members will need to provide specific information through the electronic submission process. The database will include the questions below 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 that demonstrate public support for the project.

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**Community Project Funding Supplemental Questions in the Database for Port
Infrastructure Development Projects:**

1. General description and benefits of the project and why it is needed.
2. Was this project funded within this account in the FY25 House Transportation-HUD bill?
(Y/N)

If yes, please provide the title of the project, and the page number it appeared on, as it shows in the table in the back of House Report 118–584.

NOTE: If you submitted this project in a different account in the THUD bill or another bill in FY25—and it later appeared in the THUD bill—please conform your request to match the bill and account where the project ended up. For example, if you submitted a project under the Consolidated Rail Infrastructure and Safety Improvements (CRISI) account, and after technical review it was funded in the Port Infrastructure Development Program (PIDP) account, please submit it through PIDP this year.

3. Is the project at a small port, as described under 46 USC 54301(b)?
4. Is the project in a rural area, as described under 46 USC 54301(a)(12) – an area that is outside of a census-designated urbanized area?
5. If the request is for a phase of a larger project, describe all other phases and how this request relates to the entire project.
6. Has the recipient engaged in discussions with the local port authority and received assurances that the project is eligible under applicable statutes?
7. Provide a history of any federal funding already received or approved for the project.
8. Does the project have other public (state, local) and/or private funds committed to meet match or cost-share requirements? If so, what is the source and amount of those funds?

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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 2026. 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 46 USC 54301.

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 June 13, 2025. 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 Port Infrastructure Development Program, please email TH.MemberRequests@mail.house.gov and include “Port Infrastructure Development Program Projects” in the subject line.