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

Transit Infrastructure Grants
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.

Transit Infrastructure Projects are public transportation capital projects eligible under chapter 53 of title 49 of the United States code. All projects must be:

1. Transit capital projects or project-specific planning[1] for a transit capital project;
2. Supported by the state, local governmental authority, 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; and
3. Sponsored by designated or direct recipients, states (including territories and the District of Columbia), local, or Tribal governmental authorities.

Public transportation or transit is defined in section 5302(15) and (22) of title 49, United States code, and does not include intercity passenger rail transportation, intercity bus service, charter bus service, school bus service, sightseeing service, courtesy shuttle service for patrons of one or more specific establishments, or intra-terminal or intra-facility shuttle services.

The subcommittee will not fund activities that are administrative in nature even if they are eligible expenses under the statutory citation. These include but are not limited to general operating expenses, joint development projects, and planning activities authorized under sections 5303, 5304, and 5305 of title 49, United States Code.

Additionally, projects must comply with federal requirements such as Buy America and the National Environmental Policy Act. The Committee strongly encourages Member offices to reach out to the project sponsor (i.e., transit agency) to determine the eligibility and viability of their projects.

The subcommittee will continue to treat the Capital Investment Grants (CIG) program as programmatic requests and will not fund CIG projects under Transit Infrastructure Projects. Any projects for which the sponsor is seeking or will seek a CIG grant will not be considered.

For each Transit Infrastructure Project request, Members will need to provide specific

[1] For capital projects, eligible planning expenses are limited to pre-construction activities such as final design, engineering, location surveying, mapping, and acquiring right of way (ROWs).

information through the database. The database will include the following questions to assist the subcommittee in vetting and selecting projects. The Chair may require additional information from your office.

Demonstration of Community Support:

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.

Community Project Funding (CPF) Questions for Transit 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. The project name and location will be used to list the project in the House Report and must be accurate to ensure funds are provided to the correct project and location. Any changes after enactment will require additional legislative action.

   EXAMPLE: *West Elm Paratransit Fleet Replacement.*

2. **Project Recipient.**

   EXAMPLE: *West Elm Public Transportation Authority*

3. **General description and scope of project, including benefits and explanation for why project is a priority.**

4. **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 Highway Infrastructure Program (HIP) account, and after technical review it was funded in the Transit Infrastructure Program (TIP) account, please submit it through TIP this year. This will save staff time when re-vetting these projects.

5. **Total project cost.**

   Provide the total estimated cost of the project. If outlined in the STIP or TIP, provide that amount unless estimated project costs have increased. If project costs have increased, provide a justification.

6. **Has the project completed the required review(s) under the National Environmental Protection Act (NEPA)? If yes, what is the status and/or outcome of the NEPA review?**

   Projects must complete NEPA before beginning construction/procurement to receive federal funding, including CPFs.

7. **Does the project have other public (federal, state, local) and/or private funds committed to meet match or cost-share requirements for capital projects?**

   The cost-share requirements are defined in statute. In general, transit capital projects typically require 20 percent non-federal share.

   EXAMPLE: *Local sales taxes are committed for 25 percent of the project.*

8. **If the project receives less than requested for the transit infrastructure grants, are there additional sources of Federal or non-federal funding available to deliver the full scope presented in the submitted application? If not, and the full scope cannot be completed with that reduced award, please describe the revised version of the project with a reduced scope, including revised costs.**

   EXAMPLE: *Yes, however, the project will not be able to proceed immediately without the total amount. The West Elm Public Transportation Authority anticipates using FY25 formula funds to make up the shortfall if there are no other federal grant opportunities available.*

9. **Does the project intend to apply for any DOT discretionary programs before proceeding? If yes, will the project sponsor still proceed if not selected?**

   EXAMPLE: *Yes, the transit agency anticipates submitting an application for the FY25 Bus and Bus Facilities Grant Program before the NOFO deadline. If they are not selected as a grant awardee for Bus and Bus Facilities Grant Program, the West Elm Public Transportation Authority will still proceed using their formula funds.*

10. Provide a history of federal funding for the project, if any. Include formula funds and any discretionary grants.

EXAMPLE: *FY22 FTA Buses and Bus Facilities Discretionary Grant: $100,000; FY23 FTA Formula Funds: $25,000.*

11. Where is the project in the construction process?

Drop down options in the database will include Planning and Environmental Review, Final Design, RFP/IFB Issued, Contract Awarded, Capital Purchase or Lease, Construction, and Other (please specify).

12. Estimated start and completion dates.

13. Is the project currently on a state, tribal or territorial transportation improvement plan (STIP) or a transportation improvement plan (TIP) as of 12/31/2024? If yes, provide a link to the plan.

14. Provide the STIP or TIP ID Number and specify which plan the ID Number comes from.

EXAMPLE: See below – the North Carolina STIP, ID Number R-5809 H141741.

DIVISION 1

ROUTE/CITY COUNTY	ID NUMBER	LOCATION / DESCRIPTION	LENGTH (Miles)	TOTAL PROJ COST (THOU)	PRIOR YEARS COST (THOU)
RURAL PROJECTS					
NC 45 BERTIE	R-5809 H141741	HERTFORD COUNTY LINE TO WASHINGTON COUNTY LINE. MODERNIZE ROADWAY.	24.8	23589	2219

The STIP or TIP also can be used for the location/description of a project, the total project cost, and information about where funding comes from.

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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 i s _____, 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 chapter 53 of title 49 of the United States Code.

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 Transit Infrastructure Projects, please email TH.MemberRequests@mail.house.gov and include "Transit Infrastructure Projects" in the subject line.