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

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February 28, 2023

Dear Colleague:

As Chairman of the Appropriations Subcommittee on Energy and Water Development and Related Agencies, I am pleased to provide information regarding the Subcommittee's procedures for receiving Members' program, language, and Community Project Funding requests for consideration in the fiscal year 2024 appropriations bill. The Committee anticipates moving forward with drafting its bills expeditiously to ensure their availability for consideration by the House. As you prepare your submissions, please note the following information.

- All requests must be made electronically at <https://AppropriationsSubmissions.house.gov>.
 - Hard-copy requests are not required and will not be accepted.
- The system will be available to accept submissions **starting March 10, 2023**.
- The **deadline** for requests for the Subcommittee on Energy and Water Development and Related Agencies is **6:00 p.m. (Eastern) on March 31, 2023**.
- The **deadline** for posting CPF requests on a Member's official website is **April 17, 2023**.
- Please review the [attached guidance](#) in its entirety prior to submitting Member Requests.
 - Guidance relevant to all Member requests.
 - Guidance specific to program and language requests.
 - Guidance specific to Community Project Funding requests.
- General questions and questions regarding programs within the bill should be directed to the Subcommittee staff at EW.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.

Thank you for your interest in the programs and activities of the House Appropriations Subcommittee on Energy and Water Development and Related Agencies. I look forward to working with you during the fiscal year 2024 appropriations process.

Sincerely,

A handwritten signature in black ink, reading "Chuck Fleischmann". The signature is written in a cursive style with a long horizontal flourish at the end.

Charles J. Fleischmann
Chairman, Subcommittee on Energy and Water
Development and Related Agencies