

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

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

**Database opens March 10, 2023
Member Request deadline is 6:00 PM, March 31, 2023
Members must post CPF requests on their websites on April 17, 2023**

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 on a Statewide Transportation Improvement Plan (STIP) or Transportation Improvement Plan (TIP) would satisfy this requirement.
3. Administered 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.

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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 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.

- 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, equity, mobility, etc.

- 3. Amount requested for the project.**

- 4. Total project cost.**

NOTE: Provide the amount of the total cost of the project as outlined in the Statewide Transportation Improvement Program (STIP) or Transportation Improvement Program (TIP), if applicable.

- 5. 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).**

- 6. Estimated start and completion dates.**

NOTE: Appropriated funds for these projects cannot be used for costs incurred prior to project authorization, which occurs when a project sponsor signs a grant agreement

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with or receives an allotment by a federal agency.

7. Has the request been submitted to a federal agency for non-earmarked funds, or to another Subcommittee or Committee this fiscal year? If yes, which one(s)?

8. Please provide a history of federal funding for the project, if any. Include both formula funds and any discretionary grants.

EXAMPLE: *FY20 TIGER/BUILD Grant: \$10 million; FHWA Formula Funds: \$5 million.*

9. 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?

10. If the request does not fully fund the project, describe where the remaining funding comes from to complete the project.

EXAMPLE: *State funds will compose 10 percent of the remaining cost and previously identified federal formula funds (STBG) will make up the rest.*

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

12. Please provide the STIP or TIP ID Number and specify which plan the ID Number comes from.

EXAMPLE: *See below: North Carolina STIP. ID Number R-5809 H141741. 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.*

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

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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 Chairwoman Granger and Ranking Member DeLauro:

I am requesting funding for _____[project] in fiscal year 2024. 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; 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 April 17, 2023. 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.