



# OFFICE OF CONGRESSWOMAN LOIS FRANKEL (FL-21)

## **Community Project Funding (CPF): FY23 Financial Services**

Return completed form and required documentation to: [bradley.solyan@mail.house.gov](mailto:bradley.solyan@mail.house.gov)

Due Date: April 15, 2022

*Note: Only non-profit entities, public institutions, and state and local government entities are eligible to request projects. Projects cannot be designated for private individuals or for-profit entities. The Subcommittee will only accept legally eligible requests under the following account: General Services Administration, Federal Buildings Fund - New Construction, Major Repairs and Alterations and Basic Repairs Accounts; National Archives and Records Administration, National Historical Publications and Records Commission; Small Business Administration, Small Business Initiatives. Eligible projects include projects in support of small businesses, such as entrepreneur training, workforce development, counseling, research, and construction or acquisition of facilities.*

Entity Requesting Funds (full legal name, no abbreviations):

If a non-profit, please provide documentation that the organization is registered as a 501(c)(3) under the Internal Revenue Code of 1986.

Primary Point of Contact (name, email, phone number, organization address):

Project Location, if different from organization location:

Project Priority (if non-federal sponsor is submitting more than 1 project):

Short description of the project to appear in the report:

Requested Amount:

Has this project been submitted to any other Members of Congress? If so, which Member(s) and who is the staff point-of-contact:

Complete Description of Project, including purpose and benefits provided by the Community Project (limit 1000 characters, including spaces):

Please include documentation of community support (examples: Letters of support from elected community leaders (e.g. mayors or other officials); press articles highlighting the need for the requested Community Project Funding; support from newspaper editorial boards; evidence the project is listed on State intended use plans, community development plans, or other publicly available planning documents); resolutions passed by city councils or boards):

Why is the project a priority, including the local, regional, and/or national benefits provided by the project?

What is the total cost of the project? Please include funding requested broken out by discrete activity, if applicable.

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

Please provide a history of funding for the project, including Federal, state, or local government; non-profit; corporate.

Are there matching funds associated with the requested funds? If yes, please list the source(s) and amount(s).

Will the funds go to an organization that will make sub-grants of those funds to other organizations? If yes, please list the sub-grantees, and provide full contact information for each.

Is the project a capital project or will the funds support operating costs?

Provide the oversight and management structure, including accountability measures, of the project. Who will oversee and be accountable for the administration/management of the project?

What performance standards will be used to evaluate whether the program or project supported by the funds meets its mission?

Has the organization or any potential sub-grantees been subject to sanction or litigation by State, Local, or Federal governments in the past five years? If so, please provide details.

### **GENERAL GUIDANCE**

All community project requests must meet all applicable eligibility requirements for the program in which the request is made. Although programmatic or language requests may be made for any account, only the following accounts in the FSGG appropriations bill will be open for community project requests:

- **General Services Administration, Federal Buildings Fund - New Construction, Major Repairs and Alterations and Basic Repairs Accounts:** Projects are limited to line items in the GSA Federal Buildings Fund requested by the Administration in either the FY22 or FY23 budget request. This account was not eligible for community project funding in the House in FY22 but was eligible for community project funding in the Senate. The awards in FY22 ranged from \$500,000 to \$50 million. Note that the Committee may consider a similar project range for FY23, and any caps will be determined by the Chair after reviewing the full universe of requests.
- **National Archives and Records Administration, National Historical Publications and Records Commission:** Projects that help ensure online public discovery and use of historical records collections, encourage public engagement with historical records, strengthen the nation's archival network, or publish documentary editions of historical records. Generally, projects should comply with the eligibility requirements for existing National Historical Publications and Records Commission grants programs as specified at <https://www.archives.gov/nhprc/apply/eligibility.html> This account was not eligible for community project funding in the House in FY22 but was eligible for equivalent funding in the Senate. The average award in FY22 was just under \$500,000. Note that the Committee may consider slightly higher project amounts for FY23, and any caps will be determined by the Chair after reviewing the full universe of requests.
- **Small Business Administration, Small Business Initiatives:** Projects in support of small businesses, including but not limited to entrepreneur training, workforce development, counseling, research, and construction or acquisition of facilities. The average award in this account for FY22 was \$650,000. Note the Committee may consider slightly higher project amounts for FY23, and any caps will be determined by the Chair after reviewing the full universe of requests.

## **ADDITIONAL QUESTIONS**

### **General Services Administration, Federal Buildings Fund, Repairs and Alterations-Basic Repairs**

- Does the public have access to the building the project will be completed in?
- Can this project be executed by a small business?
- Does this request augment an existing Basic Repairs project?
- Has a Major Alteration and Repairs project been completed at this site in the last three years?
- Community engagement and support is crucial in determining which projects are worthy of Federal funding. To that end, please describe or include evidence of community support that were compelling factors in the Member's decision to submit this project request. Please include any relevant links to information posted on your website, or online, including letters of support as well as a list of any material you are uploading.

### **National Archives and Records Administration, National Historical Publications and Records Commission**

- How will this project directly help ensure online public discovery and use of historical records collections, encourage public engagement with historical records, strengthen the nation's archival network, or publish documentary editions of historical records?
- Please provide a detailed spend plan for the requested funding, breaking down anticipated expenditures for each major category of project activity.
- Are there matching funds associated with the requested funds? If yes, please list the source(s) and amount(s).
- If the request does not fully fund the project, describe where the remaining funding comes from to fund the project.
- If the Appropriations Committee is not able to provide the full amount of funding requested, can this project start in a limited capacity?
- Is this a new or ongoing project? If it is an ongoing project, please provide a history of funding for the project, including Federal, state, or local government; non-profit; corporate.
- Will the funds go to an organization that will make sub-grants of those funds to other organizations? If yes, please list the sub-grantees.
- Is this a capital project or will any funds support operating costs?
- Who will oversee the administration/management of the project and what accountability measures will be in place to ensure the appropriate use of taxpayer funds?
- What performance standards will be used to evaluate whether the program or project supported by the funds meets its mission?
- Has the organization or any potential sub-grantees been subject to sanction or litigation by State, local, or Federal governments in the past five years? If yes, please provide details.
- Has the organization received funding from the National Archives and Records Administration in the past 5 years? If yes, please provide details on the amount(s) and purpose(s) for which these funds were received.
- Community engagement and support is crucial in determining which projects are worthy of Federal funding. To that end, please describe or include evidence of community support that were compelling factors in the Member's decision to submit this project request. Please include any relevant links to information posted on your website, or online, including letters of support as well as a list of any material you are uploading.

## **Small Business Administration, Small Business Initiatives**

- How will this project directly benefit small businesses and/or entrepreneurs at the local, regional, and/or national level?
- Please provide a detailed spend plan for the requested funding, breaking down anticipated expenditures for each major category of project activity.
- Are there matching funds associated with the requested funds? If yes, please list the source(s) and amount(s).
- If the request does not fully fund the project, describe where the remaining funding comes from to fund the project.
- If the Appropriations Committee is not able to provide the full amount of funding requested, can this project start in a limited capacity? {yes/no}
- Is this a new or ongoing project? If it is an ongoing project, please provide a history of funding for the project, including Federal, state, or local government; non-profit; corporate.
- Will the funds go to an organization that will make sub-grants of those funds to other organizations? If yes, please list the sub-grantees.
- Is the project a capital project or will the funds support operating costs?
- Who will oversee the administration/management of the project and what accountability measures will be in place to ensure the appropriate use of taxpayer funds?
- What performance standards will be used to evaluate whether the program or project supported by the funds meets its mission?
- Has the organization or any potential sub-grantees been subject to sanction or litigation by State, local, or Federal governments in the past five years? If yes, please provide details.
- Has the organization received funding from the Small Business Administration in the past 3 years? If yes, please provide details on the amount(s) and purpose(s) for which these funds were received.
- Community engagement and support is crucial in determining which projects are worthy of Federal funding. To that end, please describe or include evidence of community support that were compelling factors in the Member's decision to submit this project request. You may include any relevant links to information posted on your website, or online, including letters of support.