



# City Council Study Session

Monday, March 04, 2024 at 6:00 PM

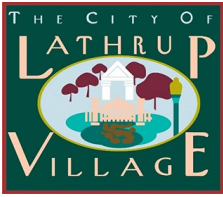
27400 Southfield Road, Lathrup Village, Michigan 48076

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1. **Call to Order** by Mayor Garrett
2. **Discussion Items**
  - A. [Fiscal Year 2024-25 - Council/Budget Goals](#)
  - B. Community Room / Events
  - C. Congressional Directed Spending (CDS) Request
3. **Public Comments**
4. **Mayor and Council Comments**
5. **Adjourn**

## ADDRESSING THE CITY COUNCIL

- Your comments shall be made during times set aside for that purpose.
- Stand or raise a hand to indicate that you wish to speak.
- When recognized, state your name and direct your comments and/or questions to any City official in attendance..
- Each person wishing to address the City Council and/or attending officials shall be afforded one opportunity of up to three (3) minutes duration during the first and last occasion for citizen comments and questions and one opportunity of up to three (3) minutes duration during each public hearing. Comments made during public hearings shall be relevant to the subject for which the public hearings are held.
- In addition to the opportunities described above, a citizen may respond to questions posed to him or her by the Mayor or members of the Council, provided members have been granted the floor to pose such questions.
- No speaker may make personal or impertinent attacks upon any officer, employee, or City Council member or other Elected Official, that is unrelated to the manner in which the officer, employee, or City Council member or other Elected Official, performs his or her duties.
- No person shall use abusive or threatening language toward any individual when addressing the City Council.
- Any person who violates this section shall be directed by the Mayor to be orderly and silent. If a person addressing the Council refuses to become silent when so directed, such person may be deemed by the Mayor to have committed a “breach of the peace” by disrupting and impeding the orderly conduct of the public meeting of the City Council and may be ordered by the Mayor to leave the meeting. If the person refuses to leave as directed, the Mayor may direct any law enforcement officer who is present to escort the violator from the meeting.



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TO: Mayor & City Council  
FROM: Mike Greene – City Administrator  
DATE: March 4, 2024  
RE: Study Session

**Fiscal Year 2024-25 – Council/Budget Goals**

The purpose of this discussion item is for the Council to continue their discussion of what they wish to achieve in the next fiscal year. Enclosed in your packet are the Fiscal Year 2023-24 council/budget goals that I found in the Administrator files to assist with the discussion with minor updates based on feedback from previous meetings.

**Community Room**

The purpose of this item is to discuss the management of the Community Room and to clarify how the rate structure should be applied. The DRAFT rental form included in your packet is for discussion purposes only and to solicit ideas from the Council on how to move forward. The DRAFT has been updated to reflect discussions that have taken place. Additionally, the DRAFT includes proposed updated fees based on the City’s cost and comparisons with other event rental locations.

The Council also needs to discuss the future of specific types of events that are allowed to take place. Under our City Ordinance 46-176 (8) It shall be unlawful within a park for any person to: Engage in commercial activity, promote any business or commercial venture, fundraise, or require anyone to pay or make a donation to attend the event.

However, numerous private and City events take place each year that require tickets to be purchased or door fees for the events to take place, with the funds raised to be used to either offset the event cost or to fundraise for donations.

**Congressional Directed Spending (CDS) Request**

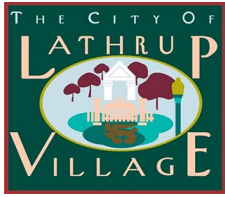
Over the past few years, Congress has considered requests from legislative leaders to be included in the federal budget. The City has been made aware the application portal to submit requests has been opened and will be closing on March 12<sup>th</sup>, 2024. The programs that are accepting funding requests are limited and the City would not qualify for each category. However, after talking with staff and consultants we believe we can submit a couple of projects that would meet the requirements of one of the programs. These projects would include additional water main rehabilitation work and the municipal park renovation project.

Included in your packet is the fiscal year 2025 appropriations handbook that was provided to the City by Senator Peters for reference.

The purpose of this discussion is to hear additional ideas from the Council on what project you believe may fit one of the programs and may deserve an application submission.

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Kelly Garrett Mayor	Bruce Kantor Mayor Pro-Tem	Jalen Jennings Council Member	Dalton Barksdale Council Member	Jason Hammond Council Member
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**Goals & Performance Measures**  
**Fiscal Year 2024/2025**  
**UPDATED**

<b>Transparent, Open &amp; Honest Government</b>	
<i>This value reflects our first and most important responsibility. We maintain an organizational reputation for openness, honesty, and integrity.</i>	
<ul style="list-style-type: none"> <li>Improve communications with residents and local businesses</li> </ul>	Use all possible media to communicate events, meetings, and updates promptly. Develop a clear and concise timeline for when items need to be turned in for the media and be consistent with the timing of posting.
<ul style="list-style-type: none"> <li>Create a Formal Communication Plan</li> </ul>	Develop the process of what information should be communicated, who should receive that information, when that information should be delivered, where communication will be shared, and how those communications will be analyzed.
<ul style="list-style-type: none"> <li>Develop effective document management and paperless processes</li> </ul>	Develop processes and policies that allow residents to conduct business online and make payments with ease.
<ul style="list-style-type: none"> <li>Improve website/mobile app design to make information more easily accessible</li> </ul>	Online payments are easily conducted, checking for available rentals (i.e. community room, meeting place, gazebo), proactive alerts for happenings throughout the City
<ul style="list-style-type: none"> <li>Do more Town Halls</li> </ul>	Conduct as many in-person meetings as possible where the general public can attend. Provide quarterly open houses with Council Members and City Administrator.

<b>Dedication to Service</b>	
<i>Our primary duty is to the people we serve. We are accessible, responsive, consistent, and understanding. We provide assistance beyond our customer's expectations, and we find effective solutions to problems that are brought to our attention.</i>	
<ul style="list-style-type: none"> <li>Improve operations through upgrades in technology</li> </ul>	Develop processes and policies that allow residents to conduct business online and make payments with ease.
<ul style="list-style-type: none"> <li>Maintain robust and attractive business corridors</li> </ul>	Code enforcer and City Administrator conduct business inventory quarterly not only to provide feedback for improvement but also to increase business relationships.
<ul style="list-style-type: none"> <li>Promote a safe and secure community</li> </ul>	Continue to patrol the City, engaging with the residents and assisting when a resident is in need.

<ul style="list-style-type: none"> <li>Promote a clean and vibrant community</li> </ul>	Continue to utilize Code Enforcement patrols throughout the City to enhance the quality of life for all businesses and residents.
<ul style="list-style-type: none"> <li>Develop and prioritize improvements to parks and playgrounds</li> </ul>	We will ensure that our parks and playgrounds are clean and safe. When available financial upgrades will be done.
<ul style="list-style-type: none"> <li>Increase Recreational Offerings</li> </ul>	Utilize the Parks and Recreation Committee and City staffing to hold recreational events for members of the entire community.
<ul style="list-style-type: none"> <li>Improve quality of life for residents of all ages</li> </ul>	We will respond to residents professionally and respectfully in a timely manner. Even if we do not have the answer immediately we will return phone calls, emails, and messages within 48 hours.
<ul style="list-style-type: none"> <li>Provide a maximum of one (1) workday initial response to See Click Fix reports with an additional response every three (3) business days until the issue is resolved</li> </ul>	Residents will be updated regularly until their inquiry is completed. The City Council will be updated with open issues from See Click Fix bi-weekly consistently.

Fiscal Responsibility	
<i>Proper use of community resources in a public trust which we continually guard. In the management of this trust, we must avoid even the appearance of impropriety. In our management of public funds, we will strive for the greater possible efficiency and effectiveness.</i>	
<ul style="list-style-type: none"> <li>Fiscal Reviews</li> </ul>	Improve oversight of both revenues and expenditures throughout all funds.
<ul style="list-style-type: none"> <li>Employee Time Off</li> </ul>	All vacation days, personal days, and sick days will be communicated to the employee's direct supervisor and recorded properly in a time management system.
<ul style="list-style-type: none"> <li>Contracts</li> </ul>	Contracts will be reviewed annually, and RFPs will be submitted when appropriate for new contractual services. All business conducted with the City will have a written agreement and/or contract in place.
<ul style="list-style-type: none"> <li>Support economic vitality to attract and retain local businesses</li> </ul>	
<ul style="list-style-type: none"> <li>Maintain and evaluate current infrastructure to make improvements when necessary.</li> </ul>	

Personal Honesty and Integrity	
<i>Each of us demonstrates the highest standards of personal integrity and honesty in public activities to inspire confidence and trust in government.</i>	
<ul style="list-style-type: none"> <li>Update Council Rules and Procedures</li> </ul>	
<ul style="list-style-type: none"> <li>Code of Ethics provided to all newly elected/appointed Council and Board members</li> </ul>	
<ul style="list-style-type: none"> <li>All members of appointed and elected boards will come to meetings prepared to conduct business</li> </ul>	
<ul style="list-style-type: none"> <li>Respond by agreed-upon deadlines</li> </ul>	Clear Expectations of due dates and assignments will be communicated. Reminders will be sent 24 hours before the due date

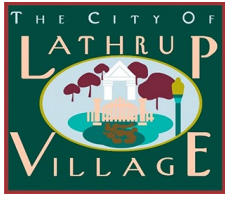
- All staff, and members of appointed and elected boards will be as timely as possible with their arrival to meetings unless they have communicated otherwise.

<b>Excellence</b>	
<i>We continually pursue excellence by being creative, and professional, taking risks, showing initiative, and being committed to our team. In this pursuit, we support continuing education and training for all team members.</i>	
<ul style="list-style-type: none"> <li>• All staff and members of appointed and elected boards will participate in training that will increase knowledge and help the City progress</li> </ul>	Register and participate in training offered by MML and other organizations.
<ul style="list-style-type: none"> <li>• Subscribe/read journals, organizations, and periodicals (e.g. Inside 208, Bridge, MML magazine, etc.)</li> </ul>	
<ul style="list-style-type: none"> <li>• All staff, and members of appointed and elected boards will be proactive and take initiatives to improve community relations (i.e. residents, businesses, and surrounding communities)</li> </ul>	

<b>Teamwork</b>	
<i>We are a team that emphasizes high levels of trust, cooperation, and commitment to excellent communication with the organization. We encourage employees to exercise independent judgment in meeting customer needs through professional behavior that is consistent with our values.</i>	
<ul style="list-style-type: none"> <li>• We will provide professional development and team development opportunities bi-annually</li> </ul>	
<ul style="list-style-type: none"> <li>• We will work by the “golden rule” when it comes to interacting with staff, residents, and the general community</li> </ul>	

<b>A Humane and Diverse Organization</b>	
<i>We are a humane organization that honors diversity and protects individual rights. Open communication, respect for others, compassion, and a sense of humor contribute to our positive working environment. We make every attempt for every employee to reach their full potential. We value cultural and social diversity that is reflected in our community, and we welcome the changes and new perspectives that this diversity brings us.</i>	
<ul style="list-style-type: none"> <li>• Appointments to boards and commissions:</li> </ul>	Reflective of the cultural and social diversity of the community.
<ul style="list-style-type: none"> <li>• We will provide cultural events for the community during holidays and for general celebrations.</li> </ul>	
<ul style="list-style-type: none"> <li>• We will respect all people regardless of their ethnicity, race, age, sexual orientation, and preference.</li> </ul>	

<b>Other</b>	
<ul style="list-style-type: none"> <li>• Continue best practices in maintaining city grounds, parks, and entrances.</li> </ul>	
<ul style="list-style-type: none"> <li>• Code enforcement classes (e.g. how do I maintain my ditch &amp; culvert).</li> </ul>	
<ul style="list-style-type: none"> <li>• Identify cross-functional opportunities (e.g. police officers &amp; Code Enforcement)</li> </ul>	



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**Facility Rental Application – Single Event**

Date Of Event: \_\_\_\_\_ Arrival Time: \_\_\_\_\_ End Time: \_\_\_\_\_

Name of Host Organization: \_\_\_\_\_

Address of Host: \_\_\_\_\_

Contact Email: \_\_\_\_\_ Phone #: \_\_\_\_\_

Type of Event: \_\_\_\_\_

Attendance Min: \_\_\_\_\_ Attendance Max: \_\_\_\_\_

**Deposit**

Park \$100  Community Room \$300  Other \$\_\_\_\_\_

Deposit Paid On: \_\_\_\_\_ Received By: \_\_\_\_\_

Alcohol Wavier:  YES  NO

Facility	Resident Rate	Non-Resident Rate	Proposed Resident	Proposed Non
Community Room	\$100 Per Hour	\$125 Per Hour	\$125 Per Hour	\$150 Per Hour
Community Room Setup/Cleaning Fee	\$100 Flat Fee		\$150 Flat Fee	
Audio/Visual	\$60 Flat Fee		\$75 Flat Fee	
Kitchen	\$100 Flat Fee	\$125 Flat Fee	\$100 Flat Fee	\$125 Flat Fee
Meeting Place	\$20 Per Hour	\$25 Per Hour	\$25 Per Hour	\$35 Per Hour
Meeting Place Setup/Cleaning Fee	\$30 Flat Fee		\$35 Flat Fee	
Conference Room	\$5 Per Hour	\$10 Per Hour	\$10 Per Hour	\$15 Per Hour
Dance Studio	\$25 Per Hour	\$30 Per Hour	\$35 Per Hour	\$50 Per Hour
Municipal Park	\$50 Per Hour	\$100 Per Hour	\$75 Per Hour	\$125 Per Hour
Park Electric	\$20 Flat Fee		\$25 Flat Fee	
Goldengate Park	\$30 Per Hour	\$75 Per Hour	\$35 Per Hour	\$80 Per Hour
Sarrackwood Park	\$20 Per Hour	\$50 Per Hour	\$25 Per Hour	\$60 Per Hour

**Balance Due By:** \_\_\_\_\_

**Total Due:** \_\_\_\_\_

**GENERAL RENTAL POLICIES**

**Damage and Cleanup Agreement**

Said group agrees to pay the City of Lathrup Village ACTUAL costs for damages and/or cleaning required for property caused by said groups at said location, which may be above and beyond the security deposit amount.

**Release and Hold Harmless Agreement**

In consideration of entering into this agreement with the City of Lathrup Village, the undersigned, by this instrument does hereby expressly stipulate and agree to release, waive, discharge and indemnify and forever hold harmless the City of Lathrup Village, its departments, offices, officers, its assigns, agents' servants and employees and volunteers of any damage, loss, injury or death which heretofore has been or which may hereafter be sustained by the said INDIVIDUAL, GROUP, ORGANIZATION, OR FAMILY, as a consequence of their participation in any activities in connection with this agreement.

The release extends and applies to, and includes all unknown, unforeseen, unanticipated, and unsuspected injuries, damages, death, loss, and liability, and the consequence thereof, as well as those now disclosed and known to exist. The provisions of any state, federal, local, or territorial law or statute providing in substance that releases shall not extend to claims, demands, injuries, death, or damages, which are unknown or are unsuspected to exist at the time to the person executing such release, are hereby expressly waived.

Having read the above conditions and receiving the guidelines about this rental, I/we agree to the conditions of this agreement and the guidelines established by the City of Lathrup Village.

**Signed:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Deposits**

A refundable deposit (separate from rental fees) is required for all park or community room rentals. A full deposit is due at the time of application. Deposits will be returned by check in the mail, within four weeks after the event, providing there has been no damage to the facilities and all rules, regulations, and policies were followed. Parties entering the premises before their booked time or

**Cancellations**

*Indoor rental events* canceled within two (2) business days of booking will be refunded their full deposit, less a \$20.00 processing fee. Events canceled between three (3) business days after booking and up to sixty (60) days before the date of the event will be refunded ½ of their deposit. **Events canceled for any reason within sixty (60) days of the event forfeit their entire deposit.**

*Park events* canceled between the time of booking and up to three (3) weeks of the event will be refunded their full deposit, less a \$20.00 processing fee. Events canceled for any reason within three (3) weeks of the date of the event forfeit their entire deposit. Events booked at the parks should be considered "rain or shine" as there are no refunds for cancellations due to weather conditions on the day of the event.

**Signed:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Fee Waiver (Based on Feedback)**

EXAMPLE – Any group or individual that is seeking a reduction in fees associated with their facility rental request shall either have 1) a City Council-approved Partnership Agreement outlining agreed-upon usage terms, or 2) City Council meeting minutes showing the approved waiver request. A waiver request can be submitted in writing to the City Administrator to be included at the next available regular City Council meeting. The City requires a deposit to be placed to hold the requested date until the City Council decision is rendered.

#### **General Rental Policies**

- Park and building rental by permit only; ALL posted and written park/facility rules must be observed.
- The rental applicant must remain on-site for the duration of the rental period.
- Event organizers must have a printed copy of their rental permit to display to the Police Department if requested.
- Reservation holders may not transfer a rental permit.
- The use of any park/facility is at your own risk. The City does not assume responsibility for injury or for any loss, theft, or damage to personal items.
- Reservation holders must comply with State of Michigan laws and City of Lathrup Village ordinances.
- Individuals or groups who fail to comply with these policies or who are responsible for damage to a facility may lose their deposit and their ability to rent City of Lathrup Village facilities in the future.



## INDOOR SPECIFIC POLICIES

### Indoor General Policies

- Setup may not begin before the rental time. All activities, including cleanup, must be completed by the end of the rental period.
- An alcohol use agreement must be completed before the event for alcohol to be served. Users should keep the alcohol use agreement present and easily accessible throughout the event.
- Any party observed to be serving alcohol without an alcohol use agreement or in violation of our alcohol policies will be closed immediately with no refund of room usage fees or deposit.

### Building Usage Policies

- Renters have access to the entire City Hall parking lot unless otherwise specified by city personnel. If directed to use a certain area of the lot, renters agree to make every effort to direct their guests to use that area.
- Renters and their guests are limited to the bathrooms on the floor of the room(s) they are renting unless otherwise specified. Users of Municipal Park are also able to use the restrooms in City Hall. All users are responsible for cleaning up after themselves and leaving the facility in good condition. Renters are responsible for ensuring their guests do not wander throughout the building and/or utilize spaces that have not been rented to that party.
- Renters are required to remove all their decorations from the premises at the end of their event. Trash should be placed in the trash bins.
- **Rental of the kitchen includes access to the ice machine, dishwasher, refrigerator, stovetop/ovens, and coffee maker to reheat, warm, and/or cool foods only.** The kitchen may not be rented stand-alone except by professional/insured chefs. Event organizers or participants are not allowed to open cupboards or drawers to use items belonging to the facility. If the kitchen is not rented, it will be locked.
- A digital projector, screen, wired microphone, CD player, DVD player, and audio are available for rent in the community room only. Event organizers must contact the room coordinator at least one week before their event to set up a time to test the compatibility of their equipment with our equipment. Event organizers must provide their connections to the projector and audio equipment.
- Rental of an indoor space includes use of furniture, limited to tables and chairs. The meeting place and community room can be arranged according to the needs of the applicant if a room diagram is provided at least two weeks before the event. Furniture for rent is subject to availability. For an updated inventory of what furniture is available, applicants may contact the room coordinator. Furniture may not be rented by itself for use off-site or outside. Linens, place settings, dinnerware, silverware, serving dishes, glasses, coffee/tea sets, kitchen utensils, etc. are not available for rent or use outside of City events. Rental of dance studio includes use of equipment in the room unless otherwise marked.
- Music and noise levels must be respectful towards other users of the building. Renters must abide by directives from city personnel regarding excessive music or noise volume. The music and behavior of users should be respectful of the use of a public building.

### Decorations, Prohibited Items, & Events

- Decorations are limited to tables only. Nothing may be attached to walls, floors, ceilings, or fans. No loose decorations such as confetti or glitter may be used. All decorations must be removed by the users at the end of the event. Open flames and candles are prohibited.
- Events with tickets or admission fees are prohibited. Exceptions may be made for "suggested donation" events for non-profit organizations as approved by the City Administrator.

**NOTE:** Under our City Ordinance 46-176 (8) It shall be unlawful within a park for any person to: Engage in commercial activity, promote any business or commercial venture, fundraise, or require anyone to pay or make a donation to attend the event.

However, numerous private and City events take place each year that require tickets to be purchased or door fees for the events to take place, with the funds raised to be used to either offset the event cost or to fundraise for donations. This should be discussed.

- Events in which products/services will be sold or promoted (ex. Mary Kay parties), are prohibited.
- Children’s parties are prohibited in the Community Room.
- Smoking of any kind, vaping/electronic cigarettes, marijuana, and marijuana-infused projects are prohibited.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

**ALCOHOL USE AGREEMENT**

**Alcohol Policies**

- Alcoholic beverages, including beer, are prohibited in all city buildings, except by an alcohol use agreement from the City of Lathrup Village. An Alcohol Use Agreement must be obtained at least one week before the event from the City office.
- Users must keep the agreement present and easily accessible throughout the event.
- Selling or serving alcohol to individuals under the age of 21 is prohibited.
- Selling or serving alcohol to individuals who are visibly intoxicated is prohibited.
- Alcohol of any kind is prohibited at high school graduation/open house parties.
- Any party observed to be serving alcohol without an agreement or in violation of our alcohol policies will be closed immediately with no refund of room usage fees or deposit.

**Release & Hold Harmless Agreement**

In consideration of being allowed by the City of Lathrup Village to possess and consume beer and/or wine at the above location and date(s), the undersigned, by this instrument does/do hereby expressly stipulate and agree to release, waive, discharge, indemnify, and forever hold harmless the City of Lathrup Village, its departments, officials, officers, its assigns, agents, servants, employees, and volunteers of and from all claims, demands, actions or causes of action now existing or which may hereafter exist because of any damage, loss, injury or death which heretofore has been, or which may hereafter, be sustained by the said individual, group, organization or family in consequence of their participation in any activities in connection with issuance of this agreement.

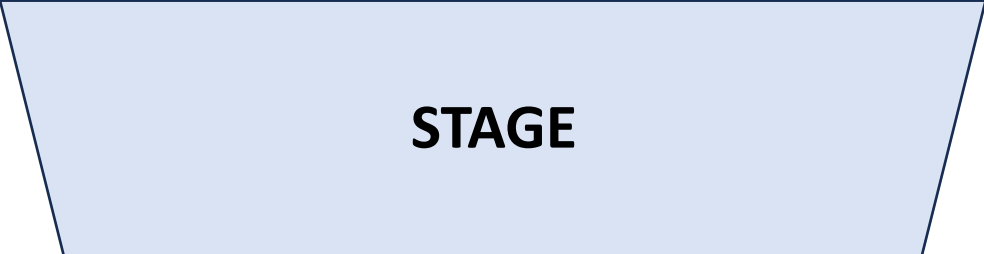
This release extends and applies to, and covers and includes, all unknown, unforeseen, unanticipated, and unsuspected injuries, death, damages, loss, and liability, and the consequences thereof, as well as those now disclosed and known to exist. The provisions of any state, federal, local, and territorial law or statute providing in substance that releases shall not extend to claims, demands, injuries, death, or damages which are unknown or unsuspected to exist at the time to the person executing such release, are hereby expressly waived.

**APPLICANT HAS READ AND UNDERSTOOD THE ABOVE AND ITS CONDITIONS**

I confirm that I/we will not sell or serve alcoholic beverages to any individuals under the age of 21 or who are visibly intoxicated at this event. I understand that alcoholic beverages are prohibited at all high school graduation/open house parties.

Signed: \_\_\_\_\_

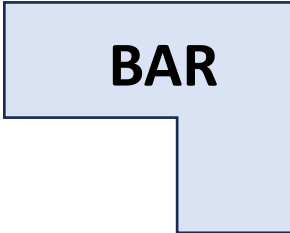
Date: \_\_\_\_\_



**STAGE**



**DANCE  
FLOOR**



**BAR**



**KITCHEN**

# SEN. GARY C. PETERS OFFICE - FY2025 APPROPRIATIONS HANDBOOK

## Fiscal Year 2025 Appropriations Requests

As a Member of the Senate Appropriations Committee, Senator Peters is responsible for helping write the legislation that allocates federal resources to local, state, and national government agencies and organizations on an annual basis. The Committee is also responsible for reviewing the President's annual budget request, conducting oversight of federal spending, and drafting supplemental funding bills for emergency situations.

Senator Peters' membership on the Appropriations Committee presents an opportunity to advocate for the priorities of Michiganders. Constituents can help determine these priorities by submitting proposed federal appropriations requests. This handbook explains the two different types of appropriations requests and the process for submitting requests.

### 1. Programmatic Funding Requests

The vast majority of federal discretionary spending qualifies as programmatic funding. Programmatic requests are requests for Congress to fund an authorized federal program at a specific level or to include language directing a federal agency to implement a program in a specific way. Programmatic funds can come in the form of discretionary grants, loans, or via a formula determined by statute. Stakeholders can advocate for changes in the amount of funding these programs receive or for specific bill or committee report language by submitting programmatic funding requests. Senator Peters' FY2025 programmatic funding request form is available here:

#### [FY2025 Senator Peters Programmatic Request Form](#)

In order to submit a request, you will need to know which subcommittee has jurisdiction over your request. The full jurisdiction of each Appropriations Subcommittee is available [here](#). You are able to make multiple appropriations requests. Please fill out a separate form for each request. If you have questions, please contact [appropriations@peters.senate.gov](mailto:appropriations@peters.senate.gov).

### 2. Congressionally Directed Spending (CDS) Requests

In addition to accepting programmatic requests, in FY2025 Senator Peters will accept requests for congressionally directed spending (CDS) items.

Senator Peters will accept requests for high-impact public local projects in Michigan that can benefit from the federal government's assistance. To be considered, the project must be eligible for federal funding within its respective appropriations bill account and comply with all applicable laws, rules, and regulations. Only local government entities, such as municipalities (or coalitions of municipal entities), villages, townships, counties, tribal governments and public institutions funded through public funding sources, including state-funded universities, are eligible to apply. The office will not consider requests from nonprofit organizations, trade organizations, or for-profit entities. Please be aware that **submission of an application does not guarantee that funding will be requested by the Senator or awarded through enacted appropriations legislation.**

As part of the CDS process, Senator Peters' office is required to disclose all of the requests he submits to the Appropriations Committee. A complete list of CDS projects secured by Senator Peters in previous years is available [here for FY23](#) and [here for FY22](#).

Among other questions, you will be asked the following as part of your CDS request:

- The total project costs, the funds requested from Congress, and the source(s) of the balance of the funding needed;
- How the requested funding will be spent, as specifically as possible;
- A justification for how the request will positively impact Michigan including metrics for outcomes that would be improved if your project is implemented;
- Demonstrated support from relevant stakeholders, including in the form of letters of support;
- Evidence that the requesting organization has the capacity to take on this project; and
- Information about project partners (e.g., suppliers, contractors, partnering organizations).

You will be asked to identify the correct Subcommittee under which to submit your CDS request. To identify the correct Subcommittee, please utilize this handbook, organized by Subcommittee. This handbook also lists the eligible Accounts within each Subcommittee, although you will not be asked to identify a specific Account on the request form. Staff will identify the correct Account for you after you submit your request. If you are unsure which Subcommittee your CDS request best fits within, please select "Not sure" when asked on the form and a Senator Peters staff member will assist you after submission. You can also proactively send questions regarding which Subcommittee your project fits within to [appropriations@peters.senate.gov](mailto:appropriations@peters.senate.gov).

Once you have gathered the information needed, please submit your CDS request using this form:

### **[FY2025 Senator Peters CDS Request Form](#)**

You are able to make multiple CDS requests. Please fill out a separate form for each request.

The form will ask that you list relevant local organizations and state and local elected officials who support the project. After submitting the form, please send an email to [appropriations@peters.senate.gov](mailto:appropriations@peters.senate.gov) and attach evidence of that support (whether a letter of support, local municipal resolution, news article, or other). Please use the following subject line format: “[Name of Requesting Organization] - [Project Name]”. E.g., “Entity ABC - Electrification of Burlington Bus Route 40”.

Please keep the following important reminders in mind as you prepare your CDS request:

- Funding is limited; not all eligible requests will be funded and funded projects can only count on one year of funding.
- Projects must fall under eligible accounts (see below).
- Submitted requests will be publicly disclosed by Senator Peters and are subject to Government Accountability Office audits.
- Several CDS accounts have a “nonsupplanting rule,” which dictates that if a municipality or other public entity has already appropriated funding for a specific purpose, applicants cannot request CDS funding from Congress for that exact same purpose – i.e., applicants cannot seek to “supplant” already-established local funding with federal funding.

- Many CDS accounts require a local funding match – i.e., the entire project cannot be funded solely through CDS funds from Congress. These local funding match requirements are listed below in the Subcommittee/Account information section.
- This process takes significant time. In past years, the President did not sign a final government funding bill into law until nearly a year after CDS requests were submitted – and even after the final bill was signed, it took several months – and additional paperwork – for CDS requesters to receive funding.
- If Congress does not pass a FY2025 government funding bill – but instead passes a year-long continuing resolution – it is unlikely that any CDS requests will be funded.
- It is absolutely critical that the point of contact listed on your application form be responsive to outreach from Senator Peters’ office and/or government agencies throughout the CDS process. If your point of contact needs to be changed, please contact [appropriations@peters.senate.gov](mailto:appropriations@peters.senate.gov) immediately.

**Deadline: March 12**

All appropriations requests - both for Congressionally Directed Spending and Programmatic Funding – are due on March 12.

Following the deadline, Senator Peters’ office will review and submit requests to the Appropriations Committee. Each Subcommittee will then review the requests received and determine what can be funded in the annual appropriations bill. Only those requests that comply with Committee and Senate rules and are deemed appropriate for federal support will be considered for funding. Ultimately, a final appropriations bill must pass both the Senate and House and be signed by the president.

**Questions?**

If you have questions regarding the FY2025 appropriations process in Senator Peters’ office, please contact [appropriations@peters.senate.gov](mailto:appropriations@peters.senate.gov).

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<p><b><u>Commerce, Justice, Science, and Related Agencies:</u></b> <i>Projects within this Subcommittee range from scientific research/technology to law enforcement technology and public safety initiatives to prevent crime and strengthen the criminal justice system.</i></p>
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**SUBCOMMITTEE ON AGRICULTURE:**

The Subcommittee on Agriculture accepts CDS request for five accounts. Projects within this Subcommittee range from repairs and maintenance to facilities owned by the Agricultural Research Service; to agricultural pests and related diagnostics efforts; to watershed projects; to essential community facilities in rural areas.

**Account #1: Agricultural Research Service, Building and Facilities (ARS B&F)**

**What types of projects are eligible?** This account can fund requests for repairs and maintenance to existing facilities owned by the Agricultural Research Service (ARS). The ARS owns and operates laboratories and facilities across the United States. Many of these laboratories/facilities are decades old, have outlived their functional life span, and are badly in need of major repairs, renovation, or replacement.

**What additional requirements does this account have?**

- Requests for ARS B&F may only include funding for repairs and maintenance to existing facilities.
- Funding for construction of a building will not be considered.

**What are past examples of projects funded within this account?**

- \$1,478,000 for a U.S. Arid Land Agricultural Research Center for deferred maintenance projects to upgrade the facility.
- \$1,000,000 for a U.S. National Poultry Research Center to fund repairs and maintenance.

**What is a typical funding amount within this account?**

- In FY2024, the Senate Committee-passed bill included funding for projects under this account ranging from \$500,000 to \$25,000,000. The average award was \$5,933,000.

**Account #2: Animal and Plant Health Inspection Service (APHIS) (S&E)**

**What types of projects are eligible?** While the entire APHIS S&E account is open for CDS requests, the following items within the account are most compatible with CDS requests:

- *Field Crop & Rangeland Ecosystems Pests:* Projects here generally aim to protect U.S. agricultural crops and rangelands from the establishment or spread of invasive or economically significant pests, facilitate safe international trade and domestic commerce, preserve economic opportunities for U.S. farmers, and/or foster healthy ecosystems in rangelands and natural lands.
- *Pest Detection:* Projects here generally aim to document the presence or absence of plant pests and diseases of Federal regulatory significance in the United States.
- *Plant Protection Methods Development:* Projects here generally aim to develop scientifically viable and practical tools for exotic plant pest exclusion, detection, and management.
- *Specialty Crop Pests:* Projects here generally aim to protect U.S. fruits and vegetables, tree nuts, horticulture, and nursery crops from adverse impacts associated with invasive pests, such as crop damage or threats to international trade and interstate commerce.

- *Tree & Wood Pests*: Projects here aim to protect forests, private working lands, and natural resources from the Asian longhorned beetle (ALB), emerald ash borer (EAB), gypsy moths, and most recently shot hole borers (SHB).
- *Wildlife Damage Management*: Projects here aim to protect agriculture, human health and safety, property, and natural resources from disease and damage caused by wildlife.
- *Wildlife Services Methods Development*: Projects here aim to research effective and socially responsible methods and information to manage conflicts between people and wildlife to protect agriculture, natural resources, and human health and safety.
- *Veterinary Diagnostics*: Projects here aim to improve the security of the nation’s livestock by providing disease diagnostics both daily and at increased levels during outbreaks.
- *Equine, Cervid and Small Ruminant Health*: Projects here aim to protect the health and improve the quality, productivity, and economic viability of the equine, cervid, sheep, and goat industries.

**What additional requirements does this account have?**

- Projects funded under this account must meet environmental review requirements (i.e., [NEPA](#) and ESA).
- A few programs within the APHIS account have local/state funding matching requirements. These include:
  - *Grasshopper/Mormon Cricket (Field Crop & Rangeland Ecosystems Pests)*: This program conducts surveys, provides technical assistance, and conducts suppression activities. When conducting suppression activities, the Plant Protection Act dictates the federal percentage of control costs and cost sharing for other parties. The federal government pays the total cost of suppression on Federal land (including most tribal trust lands), 50 percent of the cost on state land, and 33 percent of cost on private land.
  - *Wildlife Services Methods Development*: Reimbursable service agreements are generally 50/50 cost share and the States would reimburse for their portion.

**What are past examples of projects funded within this account?**

- \$500,000 for a State Department of Agriculture for wild horse management.
- \$206,000 for a State Agricultural Experiment Station for monitoring ticks and tick-borne pathogens.

**What is a typical funding amount within this account?**

- In FY2024, the Senate Committee-passed bill included funding for projects under this account ranging from \$40,000 to \$7,000,000. The average award was \$1,098,154.

**Account #3: Watershed and Flood Prevention Operations (WFPO)**

**What types of projects are eligible?** This account can fund requests to provide technical and financial assistance to States, local governments and Tribal organizations to help plan and implement authorized watershed projects for the purpose of:

- Flood Prevention
- Watershed Protection
- Public Recreation

- Public Fish and Wildlife
- Agricultural Water Management
- Municipal and Industrial Water Supply
- Water Quality Management

**What additional requirements does this account have?**

- WFPO projects must contain benefits directly related to agriculture, including rural communities, that account for at least 20 percent of the total benefits of the project.
- There are additional financial and programmatic requirements within the WFPO account. In order to submit a request, you must have contacted a [Michigan NRCS field office](#) and the office must have confirmed that your project proposal meets all program requirements, including financial requirements.

**What are past examples of projects funded within this account?**

- \$55,000 for a County for a County Flood Plain Reconnection and Enhancement Feasibility Project
- \$55,000 for a municipality for a Stormwater Management Feasibility Study.

**What is a typical funding amount within this account?**

- In FY2024, the Senate Committee-passed bill included funding for projects under this account ranging from \$55,000 to \$9,050,000. The average award was \$1,700,417.

**Account #4: Rural Development, Community Facilities Grants**

**What types of projects are eligible?** This account funds projects to purchase, construct, or improve essential community facilities, to purchase equipment, and pay other related project expenses. Essential community facilities include, but are not limited to, healthcare facilities, public facilities, public safety measures, educational services, or other community support services. Examples of eligible projects include medical or dental clinics, towns halls, courthouses, childcare centers, police or fire departments, public works vehicles, or distance learning equipment.

Note that funds cannot be used for the following activities:

- To reimburse funds for projects already constructed/acquired or projects that will be completed by the passage of the bill;
- To pay initial operating expenses or annual recurring costs, including purchases or rentals that are generally considered to be operating and maintenance expenses;
- To fund facilities to be used primarily for recreation purposes; or
- To fund facilities to be used primarily for business entrepreneur purposes.

**What additional requirements does this account have?**

- The Community Facilities (CF) Grant program has a match requirement on a sliding scale based on community population size and median income. CF Grants can cover up to 75 percent of the total project costs. Rural Development (RD) verifies an applicant's population size from the most recent census. Unlike population size, which can be determined from public sources, RD contracts with the US Census Bureau to determine a precise median income based on the potential rural Americans that would benefit from a project.

- Towns with populations over 20,000 are not eligible for this program. Specific match requirements are as follows:
  - Rural community having a population of 5,000 or fewer and the median household income of the proposed service area is below the higher of the poverty line or 60 percent of the State nonmetropolitan median household income: CDS request can fund up to 75 percent of the proposed project.
  - Rural community having a population of 12,000 or fewer and the median household income of the proposed service area is below the higher of the poverty line or 70 percent of the State nonmetropolitan median household income: CDS request can fund up to 55 percent of the proposed project.
  - Rural community having a population of 20,000 or fewer and the median household income of the proposed service area is below the higher of the poverty line or 80 percent of the State nonmetropolitan median household income: CDS request can fund up to 35 percent of the proposed project.
  - Rural community having a population of 20,000 or fewer and the median household income of the proposed service area is below the higher of the poverty line or 90 percent of the State nonmetropolitan median household income: CDS request can fund up to 15 percent of the proposed project.
- In general, matching funds must come from a non-Federal source.
- In order to determine whether a project is eligible, you must reach out to the [Michigan Rural Development office](#) prior to completing your application form; the office must confirm project eligibility.
- In order to apply for a project under this account, you must provide (1) the intended use of funds and how the completed construction/acquisition will be used; (2) both the requested CDS dollar amount and the total cost of the project; and (3) a list of the towns, cities, counties, etc. that will benefit from the services provided.
- Applicants within this account must also meet environmental review requirements (i.e., [NEPA](#)).

**What are past examples of projects funded within this account?**

- \$121,000 for a municipality for the construction of a sand/salt mix storage shed.
- \$3,451,000 for a municipality for Municipal Auditorium Upgrades.

**What is a typical funding amount within this account?**

- In FY2024, the Senate Committee-passed bill included funding for projects under this account ranging from \$17,000 to \$5,000,000. The average award was \$1,096,973.

**Account #5: Rural Development, Distance Learning, Telemedicine, and Broadband Program (DLT) Grants**

**What types of projects are eligible?** This account funds projects to help rural communities acquire the technology and training necessary to connect educational and medical professionals with students, teachers, and patients in rural areas. Grants may be used for audio and video equipment, broadband facilities that support distance learning or telemedicine (not actual broadband), computer hardware or network components/software, and acquisition of instructional programming. Broadband deployment is not an eligible use of funds for this account.

**What additional requirements does this account have?**

- This account includes a 15 percent funding match that cannot come from another federal source.
- In order to apply for a project under this account, you must contact the [Michigan Rural Development State Office](#) to confirm your proposal meets eligibility requirements. A full list of eligible entities, uses, and limitations can be found at [7 CFR Part 1734 Subpart A and B](#).

**What are past examples of projects funded within this account?**

- \$163,000 for the Carle Eureka Hospital for a rural telemedicine expansion.
- \$400,000 for the Acadiana Planning Commission for expanding telehealth services.

**What is a typical funding amount within this account?**

- In FY2024, the Senate Committee-passed bill included funding for projects under this account ranging from \$113,000 to \$1,000,000. The average award was \$544,200.

**SUBCOMMITTEE ON COMMERCE, JUSTICE, SCIENCE, AND RELATED AGENCIES:**

The Subcommittee on Commerce, Justice, Science, and Related Agencies accepts CDS request for six accounts. Projects within this Subcommittee range from scientific research/technology to law enforcement technology and public safety initiatives to prevent crime and strengthen the criminal justice system.

**Account #1: Department of Commerce; National Institute of Standards and Technology (NIST); Scientific and Technical Research Services (STRS); External Projects**

**What types of projects are eligible?** This account funds projects that address standards-related research and technology development. Projects should be consistent with NIST’s mission, such as STEM education activities, scientific research, or other activities that support American manufacturing and industry.

**What additional requirements does this account have?**

- This account cannot fund vehicles, or building construction or renovation projects.
- Proposed project activities must be consistent with the activities of NIST; if they are not, applicants must justify why the project is being requested.

**What are past examples of projects funded within this account?**

- \$3,000,000 for a higher education institution to acquire a wireless communications test system; the system will be used for advanced mobility research to make transportation safer.
- \$2,500,000 for a higher education institution to make upgrades to spectroscopy and microscopy systems to expand quantum research and workforce development opportunities in the State where located.

**What is a typical funding amount within this account?**

- In FY2024, the Senate Committee-passed bill included funding for projects under this account ranging from \$233,000 to \$10,000,000. The average award was \$2,582,500.

**Account #2: Department of Commerce; NIST; Construction of Research Facilities; Extramural Construction**

**What types of projects are eligible?** This account funds the construction and renovation of research facilities at research institutions and colleges and universities.

**What additional requirements does this account have?**

- Given the significant investments necessary for construction projects, only a very limited number of projects will be successful.
- Proposed project activities must be consistent with the activities of NIST; if they are not, applicants must justify why the project is being requested.

**What are past examples of projects funded within this account?**

- \$28,000,000 to plan and build a new cancer research facility at a public university’s medical school.

- \$4,000,000 to a public university to accelerate efforts to advance the development of a comprehensive long-term risk management framework and to expand the evaluation of mitigation methods of concrete affected by pyrrhotite.

**What is a typical funding amount within this account?**

- In FY2024, the Senate Committee-passed bill included funding for projects under this account ranging from \$3,100,000 to \$28,000,000. The average award was \$11,463,143.

**Account #3: Department of Commerce; National Oceanic and Atmospheric Administration (NOAA); Operations, Research, and Facilities (ORF); Special Projects**

**What types of projects are eligible?** This account can fund requests for research, demonstration, or education projects performed by external partners or for prioritizing NOAA internal funds for geographically specific projects. Projects should address fisheries, marine mammals, ocean, climate, weather, and atmospheric research and programs.

**What additional requirements does this account have?**

- This account cannot fund construction projects. Historically, funds under this account cannot go to vehicles or building renovation.
- Projects must be aligned with NOAA’s mission and within authorities already authorized by law.

**What are past examples of projects funded within this account?**

- \$1,500,000 to a public university for upgrading of a water monitoring systems in a nearby body of water to improve measurement of the overall health and habitability of regional waters, as well as impacts of climate change.
- \$4,000,000 to a public university for instrumentation to better monitor coast currents, waves and related weather phenomena.

**What is a typical funding amount within this account?**

- In FY2024, the Senate Committee-passed bill included funding for projects under this account ranging from \$106,000 to \$6,000,000. The average award was \$1,494,193.

**Account #4: Department of Justice; Office on Justice Programs; State and Local Law Enforcement Assistance; Byrne Discretionary**

**What types of projects are eligible?** This account can fund projects to assist state, local, and tribal law enforcement efforts to prevent crime, improve the criminal justice system, provide victims’ services, and other related activities. A complete list of purposes for which funds under this account can be used can be found [here](#).

**What additional requirements does this account have?**

- Costs must be reasonable, allocable, and necessary to the project.
- This funding cannot be used for land acquisition or construction.
- Proposed project activities must be consistent with the activities of the Department of Justice.

**What are past examples of projects funded within this account?**

- \$1,000,000 to support a major city’s purchase of new body worn cameras (BWCs), replacing current BWCs with new devices that have updated camera equipment, storage capacity and global positioning systems.
- \$500,000 to a county health department to support a gun violence reduction program via case management, educational and travel opportunities, life skills training, subsidized employment and trauma therapy.
- \$675,000 to supplement a municipality’s existing police department with a social worker, who would offer assistance and expertise when the police are called upon to assist in mental health matters.

**What is a typical funding amount within this account?**

- In FY2024, the Senate Committee-passed bill included funding for projects under this account ranging from \$10,000 to \$4,204,000. The average award was \$716,842.

**Account #5: Department of Justice; Community Oriented Policing Services (COPS); COPS Law Enforcement Technology and Equipment**

**What types of projects are eligible?** This account can fund projects to develop and acquire effective technologies and interoperable communications that assist in investigating, responding to, and preventing crime.

**What additional requirements does this account have?**

- Recipients of funding under this account can include State, local, Tribal, and territorial governments and their public agencies (that is, police and/or sheriff’s departments).
- Activities funded by this account must comply with the statutorily allowable purpose areas under the [COPS Office statute](#), including the procurement of equipment, technology, or support systems, and the development of new technologies to assist recipient entities in reorienting the emphasis of their activities from reacting to crime to preventing crime.
- Requestors are cautioned against requests for vehicles and vessels that carry with them a high maintenance cost at the conclusion of the grant.
- Historically, the Committee has not funded vehicles or building construction or renovation as part of community project funding under this account.

**What are past examples of projects funded within this account?**

- \$500,000 to a municipal police department to purchase public safety communications equipment.
- \$2,100,000 to a municipality to purchase a new public safety communication system.
- \$2,179,000 to a public 911 authority to upgrade and replace a radio and microwave radio-based 911 dispatch system.

**What is a typical funding amount within this account?**

- In FY2024, the Senate Committee-passed bill included funding for projects under this account ranging from \$8,000 to \$4,878,000. The average award was \$715,112.

**Account #6: National Aeronautics and Space Administration; Safety, Security and Mission Support**



**What types of projects are eligible?** This account can fund requests focusing on science education, research, and technology development related to NASA’s mission. Funding can be used for equipment, research funding, or education programs.

**What additional requirements does this account have?**

- Note that funds cannot be used for the following activities:
  - Construction;
  - Medical research projects and projects at NASA-owned Visitor Centers or a State’s designated Space Grant Consortium.

**What are past examples of projects funded within this account?**

- \$195,000 for a community college system or cleanroom classroom laboratory equipment.
- \$2,900,000 for a county redevelopment authority for an Advanced Air Mobility Education Program.

**What is a typical funding amount within this account?**

- In FY2024, the Senate Committee-passed bill included funding for projects under this account ranging from \$90,000 to \$10,000,000. The average award was \$1,748,167.

**SUBCOMMITTEE ON FINANCIAL SERVICES AND GENERAL GOVERNMENT:**

The Subcommittee on Financial Services and General Government accepts CDS request for four accounts. Projects within this Subcommittee range from projects in support of small businesses; to projects to ensure use of historical records; to repairs/restorations of National Archives facilities; to construction/remediation of federal buildings.

**Account #1: Small Business Administration, Administrative Provision**

**What types of projects are eligible?** This account funds projects in support of small business, including but not limited to entrepreneur training, workforce development, counseling, research, and construction or acquisition of facilities.

**What additional requirements does this account have?**

- Requesters must describe how the project will directly benefit small businesses and/or entrepreneurs at the local, regional, and/or national level.

**What are past examples of projects funded within this account?**

- \$115,000 for a project to expand entrepreneurial reach across all regions and demographics of a state, including through regional networking and educational programming workshops for would-be entrepreneurs, with a special focus on rural communities, women and minorities.

**What is a typical funding amount within this account?**

- In FY2024, the Senate Committee-passed bill included funding for projects under this account ranging from \$50,000 to \$5,000,000. The average award was \$810,628.

**Account #2: National Archives and Records Administration, National Historical Publications and Records Commission**

**What types of projects are eligible?** This account funds 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 public documentary editions of historical records.

**What additional requirements does this account have?**

- 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>.

**What are past examples of projects funded within this account?**

- \$1.434 million for an effort to expand access to civil rights history.

**What is a typical funding amount within this account?**

- In FY2024, the Senate Committee-passed bill included funding for projects under this account ranging from \$30,000 to \$17,500,000. The average award was \$1,433,692.

**Account #3: National Archives and Records Administration, Repair and Restoration**

**What types of projects are eligible?** This account funds projects for the repair, alteration, and improvement of NARA facilities, and to provide adequate storage for holdings.

**What additional requirements does this account have?**

- Funding can only be used on repair/restoration of a NARA-owned facility.

**What are past examples of projects funded within this account?**

- \$7.25 million for modernization of an already-existing presidential library.

**What is a typical funding amount within this account?**

- In FY2023, Congress funded projects under this account ranging from \$6,000,000 to \$7,250,000. The average award was \$6,625,000.

#### **Account #4: General Services Administration, Federal Buildings Fund, Construction and Acquisition**

**What types of projects are eligible?** This account funds projects including the construction or purchase of facilities, additions to existing buildings, and remediation.

**What additional requirements does this account have?**

- Projects are limited to line items in the GSA Federal Buildings Fund requested by the Administration.

**What are past examples of projects funded within this account?**

- \$3 million for repairs to a federal courthouse.

**What is a typical funding amount within this account?**

- In FY2024, the average award the Senate Committee-passed bill included funding for under this account was \$1,500,000.

**SUBCOMMITTEE ON INTERIOR, ENVIRONMENT, AND RELATED AGENCIES:**

The Subcommittee on Interior, Environment, and Related Agencies accepts CDS requests for five accounts. Projects within this Subcommittee range from clean water and drinking water infrastructure; to Indian Health Services’ Sanitation Deficiency System projects; to historical preservation; to forest health management and community forestry.

**Account #1: EPA, STAG, Clean Water SRF, Clean Water CDS**

**What types of projects are eligible?** This account funds projects related to wastewater treatment plants, collector sewers, interceptor sewers, sewer pipes, outfall sewers, storm water management, combined sewer overflow control, sanitary sewer overflow control, infiltration and inflow correction, water security, septic tanks, and the leasing and fee-simple purchase of land needed to locate eligible municipal or tribal projects.

**What additional requirements does this account have?**

- There is a minimum 20% cost share requirement for any portion of a project funded through a STAG infrastructure grant. Only the non-federal portion of assistance provided by a State Revolving Loan Fund can be applied towards a project’s matching requirement.
- Requesting entities must provide information on whether the project is on the state’s most recently finalized Clean Water State Revolving Fund Intended Use Plan.

**What are past examples of projects funded within this account?**

- \$1,600,000 for a county for a trash capture project.
- \$3,000,000 for a township for a water distribution system for potable water.

**What is a typical funding amount within this account?**

- In FY2024, the Senate Committee-passed bill included funding for projects under this account ranging from \$80,000 to \$23,600,000. The average award was \$1,983,477.

**Account #2: EPA, STAG, Drinking Water SRF, Drinking Water CDS**

**What types of projects are eligible?** This account funds projects related to compliance facilitation with national drinking water regulations, including PFAS, rehabilitation or development of water sources to replace contaminated ones, installation or upgrades of treatment facilities, installation or upgrades of storage facilities, installation or replacement of transmissions and distribution pipes, projects to consolidate water supplies, and project planning and design.

**What additional requirements does this account have?**

- There is a minimum 20% cost share requirement for any portion of a project funded through a STAG infrastructure grant. Only the non-federal portion of assistance provided by a State Revolving Loan Fund can be applied towards a project’s matching requirement.
- Requesting entities must provide information on whether the project is on the state’s most recently finalized Drinking Water State Revolving Fund Intended Use Plan.

**What are past examples of projects funded within this account?**

- \$800,000 for a municipality for water system improvements.
- \$2,500,000 for a municipality for a water main replacement project

**What is a typical funding amount within this account?**

- In FY2024, the Senate Committee-passed bill included funding for projects under this account ranging from \$72,000 to \$12,000,000. The average award was \$1,778,387.

**Account #3: IHS, Sanitation Facilities Construction, Sanitation Facilities Construction CDS**

**What types of projects are eligible?** This account funds projects included on the Indian Health Services’ (IHS) Sanitation Deficiency System (SDS) list. In exceptional circumstances, it is possible projects that are eligible for funding under the Criteria for the [Sanitation Facilities Construction Program](#) but are not on the SDS list (see pg. 5-1 through 5-12 of the criteria) may be funded.

**What additional requirements does this account have?**

- See above regarding listing on SDS and/or Criteria for the [Sanitation Facilities Construction Program](#).

**What are past examples of projects funded within this account?**

- \$633,000 to a recipient for wastewater treatment facility upgrades.
- \$5,354,000 to a recipient for a water distribution upgrade.

**What is a typical funding amount within this account?**

- In FY2024, the Senate Committee-passed bill included funding for projects under this account ranging from \$175,000 to \$6,400,000. The average award was \$2,127,875.

**Account #4: NPS, Historic Preservation Fund Projects**

**What types of projects are eligible?** This account funds projects designed to preserve historical and archaeological sites in the United States of America.

**What additional requirements does this account have?**

- All Save America’s Treasures (SAT) grants require a dollar-for-dollar non-federal matching share. Recipients of any SAT project funded in the Interior bill must be able to match the amount provided.
- The property must be on the National Register of Historic Places in order to be eligible to receive funding.
- Grants are not available for work on sites or collections owned by the NPS.
- Contractors for the project must be competitively selected, as stipulated under Government- wide Grants Requirements set by OMB.
- New construction is not eligible. Demolition of an historic building or significant changes to it are not eligible projects under the SAT grant program.
- The sponsors of this project must agree to a preservation easement or covenant.

**What are past examples of projects funded within this account?**

- \$500,000 to a city for a historic aerial lift bridge
- \$750,000 to a city for an urban forestry project

**What is a typical funding amount within this account?**

- In FY2024, the Senate Committee-passed bill included funding for projects under this account ranging from \$11,000 to \$600,000. The average award was \$387,569.

**Account #5: USFS, State and Private Forestry, Forest Resource Information and Analysis**

**What types of projects are eligible?** This account funds projects including forest health management, cooperative fire protection, wood innovation, and urban and community forestry. Requests must meet USFS eligibility requirements for the appropriate grant program. Project requests should be part of the state’s Forest Action Plan or contribute to meeting the goals of the Forest Action Plan. Community projects are usually limited and include various specific urban and community forestry projects and specific forest disease or pest treatment areas.

**What additional requirements does this account have?**

- State and Private Forestry projects are required to meet the 1:1 matching requirement mandated by the Forest Service.
- Intended recipients must carefully review the information the Forest Service provides on its website regarding what activities are permitted under the various S&PF programs and consult with the State Forester office if needed to confirm that all a project’s activities are eligible for S&PF funding.

**What are past examples of projects funded within this account?**

- \$500,000 to a county for an Urban Forest Partnership Legacy Program.
- \$500,000 to a State’s Department of Environmental Management for a restoration project.

**What is a typical funding amount within this account?**

- In FY2024, the Senate Committee-passed bill included funding for projects under this account ranging from \$48,000 to \$11,800,000. The average award was \$1,666,186.

**SUBCOMMITTEE ON ENERGY AND WATER DEVELOPMENT:**

The Subcommittee on Energy and Water Development accepts CDS request for eight accounts. Projects within this Subcommittee range from investigations, construction and operations work on authorized Corps of Engineers projects; to dam safety and ecosystem restoration; to energy resiliency and clean energy projects.

**Account #1: Corps of Engineers: Investigations**

**What types of projects are eligible?** This account funds studies for authorized projects and programs and may fund preconstruction engineering and design work.

**What additional requirements does this account have?**

- Only authorized projects and programs will be considered for funding.

**What are past examples of projects funded within this account?**

- \$600,000 for the Corps of Engineers for a river deepening project.
- \$1,500,000 for the Corps of Engineers for work on a harbor on the eastern seaboard.

**What is a typical funding amount within this account?**

- In FY2024, the Senate Committee-passed bill included funding for projects under this account ranging from \$200,000 to \$1,200,000. The average award was \$556,250.

**Account #2: Corps of Engineers: Construction**

**What types of projects are eligible?** This account funds implementation for new and continuing construction, reconstruction, continuing authorities programs, environmental infrastructure assistance, major rehabilitation, dam safety assurance, dredge material disposal facilities, and deficiency correction of projects.

**What additional requirements does this account have?**

- Only authorized projects and programs will be considered for funding.

**What are past examples of projects funded within this account?**

- \$300,000 for the Corps of Engineers for floodplain management services in a major metropolitan area.
- \$100,000 for the Corps of Engineers for a riverfront restoration and enhancement.

**What is a typical funding amount within this account?**

- In FY2024, the Senate Committee-passed bill included funding for projects under this account ranging from \$50,000 to \$120,000,000. The average award was \$7,456,264.

**Account #3: Corps of Engineers: Operation & Maintenance**

**What types of projects are eligible?** This account funds operation, maintenance, and related activities at water resource projects that USACE operates and maintains (e.g., multipurpose dams, navigation channels).

**What additional requirements does this account have?**

Only authorized projects and programs will be considered for funding.

**What are past examples of projects funded within this account?**

- \$922,000 for the Corps of Engineers for work on a small boat harbor that is part of the Great Lakes Navigation System.
- \$250,000 for the Corps of Engineers for work on a hydroelectric dam associated with a major river system.

**What is a typical funding amount within this account?**

- In FY2024, the Senate Committee-passed bill included funding for projects under this account ranging from \$8,000 to \$36,500,000. The average award was \$4,518,889.

**Accounts #4, 5, and 6: Corps of Engineers: Mississippi Rivers & Tributaries: Investigations; Construction; and Operation & Maintenance**

**What types of projects are eligible?** These accounts fund projects and programs on the Mississippi River main stem and its tributaries; see above descriptions for Investigations, Construction, and O&M activities.

**What additional requirements does this account have?**

- Only authorized projects and programs will be considered for funding.

**What are past examples of projects funded within this account?**

- \$14,00,000 for the Corps of Engineers for improvements to identified water resources issues with a basin that drains nearby lowlands associated with a major river.
- \$15,709,000 for the Corps of Engineers for a project associated with a Mississippi River basin and related lake.

**What is a typical funding amount within this account?**

- In FY2024, the Senate Committee-passed bill included funding for projects under this account ranging from 300,000 to \$28,000,000. The average award was \$13,912,500.

**Account #7: Bureau of Reclamation: Water and Related Resources**

**What types of projects are eligible?** This account funds most agency activities, including construction, operation and maintenance, dam safety, ecosystem restoration, Indian water rights settlements, and most programmatic and grant authorities.

**What additional requirements does this account have?**

- Only authorized projects and programs will be considered for funding.

**What are past examples of projects funded within this account?**

- \$200,000 for the Bureau of Reclamation for a river water quality and supply study.
- \$875,000 for the Bureau of Reclamation for a river basin hydrologic observatory wireless sensor network project.

**What is a typical funding amount within this account?**

- In FY2024, the Senate Committee-passed bill included funding for projects under this account ranging from \$2,200,000 to \$12,000,000. The average award was \$5,056,000.



## **Account #8: Department of Energy: Energy Projects**

**What types of projects are eligible?** General project areas eligible for requests include renewable and clean energy projects, electricity and energy resiliency projects, cybersecurity and energy security projects, nuclear energy projects, and fossil energy or carbon management projects.

### **What additional requirements does this account have?**

- Multi-year projects will not be funded; the funding requested should reflect a funding amount that can complete the project.
- Funds may not be used to support building construction (no brick and mortar).
- Electric vehicle (EV) charging station projects will not be considered unless there is a renewable energy or energy storage connection to the charging station.
- Statutory cost sharing requirements may apply to these projects, as required by section 988 of the Energy Policy Act of 2005. The amount of required cost sharing will depend on the scope and technological maturity of the project:
  - Research or development activities of a basic or fundamental nature: no minimum cost share
  - Research or development activities of an applied nature: minimum 20 percent cost share
  - Demonstration or commercial application: minimum 50 percent cost share

### **What are past examples of projects funded within this account?**

- \$1,000,000 for a municipality for a biogas turbine driven blower.
- \$411,000 for a municipality for enhancing a premium farm market venue as a Community Resiliency Hub.

### **What is a typical funding amount within this account?**

- In FY2024, the Senate Committee-passed bill included funding for projects under this account ranging from \$80,000 to \$5,000,000. The average award was \$1,723,451.

**SUBCOMMITTEE ON HOMELAND SECURITY:**

The Subcommittee on Homeland Security accepts CDS request for two accounts. Projects within this Subcommittee range from mitigation to emergency management operations.

**Account #1: Federal Emergency Management Agency Pre-Disaster Mitigation Projects**

**What types of projects are eligible?** This account funds state, local, and tribal pre-disaster mitigation activities that reduce or eliminate risk from natural hazards and disasters. Projects submitted for this account must be eligible under FEMA’s Building Resilient Infrastructure and Communities (BRIC) [program](#), including the cost-share requirement, benefit cost ratio, requesting jurisdiction having a valid hazard mitigation plan, and environmental and historic preservation requirements.

**What additional requirements does this account have?**

- All project proposals must be accompanied by a letter of support from the appropriate state agency affirming that it believes the project is eligible.

**What are past examples of projects funded within this account?**

- \$741,450 for a County for the rehabilitation and upgrade of pump stations.
- \$556,000 for a watershed Council for flood mitigation and drainage improvement.

**What is a typical funding amount within this account?**

- In FY2024, the Senate Committee-passed bill included funding for projects under this account ranging from \$33,000 to \$5,101,000. The average award was \$1,483,923.

**Account #2: Federal Emergency Management Agency Emergency Operations Center Grant Program**

**What types of projects are eligible?** This account funds the construction or renovation of a State, local, or Tribal government’s primary emergency operation center (EOC) as defined by the State Administrative Agency (SAA) during the application process. An EOC is defined as a facility or capability from which direction and control is exercised in an emergency. This type of center or capability is designated to ensure that the capacity exists for the leadership to direct and control operations from a centralized facility or capability in the event of an emergency. “Construction,” as defined in this program, refers to building a new facility or any changes to the footprint of an existing facility, while “renovation” refers to internal improvements to an existing facility. Projects must meet the eligibility requirements of the Emergency Operations Center grant [program](#), including the cost-share requirement and environmental and historic preservation requirements.

**What additional requirements does this account have?**

- All project proposals must be accompanied by a letter of support from the appropriate state administrative agency affirming that it believes the project is eligible.

**What are past examples of projects funded within this account?**

- \$181,266 for a municipality for EOC upgrades.
- \$1,000,000 for a municipality for EOC renovation and expansion.

**What is a typical funding amount within this account?**

- In FY2024, the Senate Committee-passed bill included funding for projects under this account ranging from \$58,000 to \$7,000,000. The average award was \$1,098,359.

**SUBCOMMITTEE ON LABOR, HEALTH AND HUMAN SERVICES, AND EDUCATION, AND RELATED AGENCIES:**

The Subcommittee on Labor, Health and Human Services, and Education, and Related Agencies accepts CDS request for eight accounts. Projects within this Subcommittee range from employment and training services; to health facilities construction; to mental health programming; to elementary, secondary, and postsecondary educational projects, programs, and services.

**Account #1: Department of Labor—Employment and Training Administration—Training and Employment Services**

**What types of projects are eligible?** This account can fund requests that meet the employment and training needs of workers. Generally, these projects should include direct services which could include career services, training services (including work-based training), supportive services, and other permissible services, as they are defined in the Workforce Innovation and Opportunity Act.

**What additional requirements does this account have?**

- Funding may be used for the purchase of equipment, but generally only if it is an incidental part of the larger project. A similar standard applies to curriculum development, which should be incidental to the project’s emphasis on direct services to individuals.
- CDS in this account cannot be used for the construction or renovation of facilities.
- Projects are required to report on performance outcomes for participants and should include a meaningful connection to the local workforce development system.

**What are past examples of projects funded within this account?**

- \$2,000,000 for to a State’s early childhood investment entity for the development of a childcare workforce.
- \$1,000,203 to expand job training and job placement programs.

**What is a typical funding amount within this account?**

- In FY2024, the Senate Committee-passed bill included funding for projects under this account ranging from \$10,000 to \$6,000,000. The average award was \$836,736.

**Account #2: Department of Health and Human Services—Health Resources and Services Administration—Program Management**

**What types of projects are eligible?** This account can fund projects in the two following categories:

1. **Health Facilities Construction and Equipment:** This HRSA account can fund the cost of construction, renovation, or capital equipment purchase for facilities for health, mental health, or substance abuse services, training of health professionals, or medical research. Funding can be used to acquire capital equipment, such as lab equipment, x-ray machines, or telehealth and information technology. Equipment-only grants—that is, grants not involving construction—are permissible.

- 2. **Rural Health:** The HRSA account funds projects to improve health care in rural areas. Examples of eligible activities include medical, dental, or mental health care services; health promotion and education; chronic disease management; telehealth services; and improvements to emergency medical services.

**What additional requirements does this account have?**

- For Health Facilities Construction and Equipment projects, funding cannot be used to acquire land or purchase existing buildings, or to pay salaries or other operating costs.
- For Health Facilities Construction and Equipment projects, funding cannot be used to pay for work previously completed.
- For Health Facilities Construction and Equipment projects, funding cannot be used for general feasibility studies or planning and design, but can be used for architectural and engineering costs associated with an eligible construction project.
- For Health Facilities Construction and Equipment projects, the costs of expendable supplies such as pharmaceuticals, lab chemicals, or office paper are also not eligible.
- HRSA Rural Health funding can be used for services only in areas that meet HRSA’s definition of rural. For lists of eligible areas and further information regarding that definition, see: <https://www.hrsa.gov/rural-health/about-us/definition/index.html>.

**What are past examples of projects funded within this account?**

- \$2,000,000 for a County Health Department for facilities and equipment.
- \$600,000 to a municipal health clinic for rural health services.

**What is a typical funding amount within this account?**

- In FY2024, the Senate Committee-passed bill included funding for projects under this account ranging from \$11,000 to \$15,000,000. The average award was \$2,175,602.

**Account #3: Department of Health and Human Services—Substance Abuse and Mental Health Services Administration—Health Surveillance and Program Support**

**What types of projects are eligible?** This account can fund mental health programs that promote the prevention or treatment of mental health disorders, including rehabilitation, outreach, and other support services. Similarly, the account can fund programs that improve access to substance abuse treatment, and/or substance abuse prevention programs focused on the prevention of the onset or misuse of drugs.

**What additional requirements does this account have?**

- Projects in this category must exclude construction expenditures (other than limited amounts of renovation) and projects that distribute sterile needles or promote the legalization of illegal drugs or substances.
- Funding from this account cannot be used for inpatient treatment, detoxification services, direct payments to individuals, meals/food, or research projects.

**What are past examples of projects funded within this account?**

- \$1,820,000 for a university for a mental and behavioral health initiative, including teacher and student stipends.
- \$135,000 for a police department to expand mobile crisis response and related services.

**What is a typical funding amount within this account?**

- In FY2024, the Senate Committee-passed bill included funding for projects under this account ranging from \$35,000 to \$4,500,000. The average award was \$771,326.

**Account #4: Department of Health and Human Services—Administration for Children and Families— Children and Families Services Programs**

**What types of projects are eligible?** This account can fund projects in the two following categories:

- **Child Abuse Prevention:** The ACF account funds projects to improve the prevention, assessment, identification, and treatment of child abuse and neglect through research, model service improvement, information dissemination, and technical assistance.
- **Social Services Research and Demonstration:** The ACF account funds projects to promote the ability of families to thrive through financial self-sufficiency in order to reduce poverty and to promote the healthy development and greater well-being of children and families.

**What additional requirements does this account have?**

- Projects funded by the ACF child abuse prevention subaccount must serve or target abused and/or neglected children and their families.
- Projects funded by the ACF social services subaccount can serve a diverse population including low-income individuals, children, youth, families, individuals with developmental disabilities, and Native Americans.
- Projects in this account cannot be used for construction or renovation of facilities.

**What are past examples of projects funded within this account?**

- \$2,064,000 to a community college to increase access to quality language education materials for families and young children to improve economic outcomes.

**What is a typical funding amount within this account?**

- In FY2024, the Senate Committee-passed bill included funding for projects under this account ranging from \$10,000 to \$2,000,000. The average award was \$555,708.

**Account #5: Department of Health and Human Services—Administration for Community Living—Aging and Disability Services Programs**

**What types of projects are eligible?** This account funds projects to improve the ability of older adults and individuals of all ages with disabilities to live independently and participate fully in their communities. Generally, projects should focus on improving access to, or the quality of, education, training, support services, and independent living services for older adults and individuals with disabilities.

**What additional requirements does this account have?**

- Funds cannot be used for construction or renovation of facilities.

**What are past examples of projects funded within this account?**

- \$85,000 for a municipal parks and recreation commission for social workers and expansion of social services for seniors.
- \$20,000 for disability personnel training initiatives.

**What is a typical funding amount within this account?**

- In FY2024, the Senate Committee-passed bill included funding for projects under this account ranging from \$10,000 to \$6,000,000. The average award was \$680,651.

**Account #6: Department of Education— Innovation and Improvement—Fund for the Improvement of Education**

**What types of projects are eligible?** This account can fund a wide variety of elementary and secondary education projects, including instructional services, afterschool centers, curricula development, teacher training, acquisition of books and computers, arts education, social and emotional learning activities, full-service community schools, and early childhood education. In general, the focus of elementary and secondary education CDS projects should be providing early childhood or K-12 educational services. In addition, projects to provide and improve special education services at the elementary and secondary levels are also eligible under this heading. These projects may include early intervention services for infants and toddlers, transition services, and postsecondary education services.

**What additional requirements does this account have?**

- Funds from this account cannot be used for construction or renovation of school buildings, except in the case of minor remodeling required as part of technology upgrades.
- Daycare and childcare projects that do not include educational services are also not eligible under this account.

**What are past examples of projects funded within this account?**

- \$955,000 for a community college for purchase of STEM education equipment for interactive STEM learning experiences.
- \$215,000 for a museum for curriculum, exhibit, website development, and educational programming, including information technology

**What is a typical funding amount within this account?**

- In FY2024, the Senate Committee-passed bill included funding for projects under this account ranging from \$20,000 to \$3,300,000. The average award was \$559,897.

**Account #7: Department of Education—Rehabilitation Services—Demonstration and Training**

**What types of projects are eligible?** This account funds a wide variety of projects that further the purposes of the Rehabilitation Act, including by providing individuals with disabilities with education, training, support services, and independent living services. Generally, CDS projects should focus on improving access to, or the quality of, such services for individuals with disabilities.

**What additional requirements does this account have?**

- Eligible recipients within this account are State vocational rehabilitation agencies, community rehabilitation programs, Indian tribes or tribal organizations, or other public agencies.
- Funding from this account cannot be used for construction or renovation of facilities.

**What are past examples of projects funded within this account?**

- \$3,000,000 for a rehabilitation hospital for facilities and equipment.

**What is a typical funding amount within this account?**

- In FY2023, Congress funded projects under this account ranging from \$14,000 to \$3,000,000. The average award was \$693,573.

**Account #8: Department of Education—Higher Education—Fund for the Improvement of Postsecondary Education**

**What types of projects are eligible?** This account generally funds projects focused on improving access to, or the quality of, postsecondary education. This includes projects to hire and train faculty, establish and improve degree programs, improve teacher preparation programs, develop and improve curricula, upgrade technology, equipment, and telecommunications, provide student support, and implement university partnerships with school districts. Grantees are usually colleges and universities but may include other public and private nonprofit organizations.

**What additional requirements does this account have?**

- Eligible activities to be funded within this account are outlined in Section 741(a) of the Higher Education Act ([20 U.S.C. Section 1138](#)).
- Funding from this account cannot be used for construction or renovation of facilities, except in the case of minor remodeling required as part of technology upgrades.
- If a significant portion of funds is expected to be used for the purchase of equipment, a justification for that use of funds is required.

**What are past examples of projects funded within this account?**

- \$2,522,000 for a community college for an electric battery and electric charging station maintenance program.
- \$214,000 for a community college for an automotive electrification and testing program.

**What is a typical funding amount within this account?**

- In FY2024, the Senate Committee-passed bill included funding for projects under this account ranging from \$50,000 to \$7,800,000. The average award was \$1,166,546.



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

The Subcommittee on Transportation, Housing and Urban Development, and Related Agencies accepts CDS request for seven accounts. Projects within this Subcommittee range from transportation research projects; to airport infrastructure projects; to highway, transit, and rail projects; to affordable housing, community services, and economic development projects.

**Account #1: Transportation Planning, Research, and Development (TPR&D)**

**What types of projects are eligible?** This account can fund national or regional transportation research and development projects eligible under [title 23](#) or [title 49](#) of the United States Code.

NOTE: This account does NOT include planning for specific local highway, transit, or rail projects that are eligible under Highway Infrastructure Program (HIP), Transit Infrastructure Grants (TIG), or Consolidated Rail Infrastructure and Safety Improvement (CRISI), because these projects are separately eligible for CDS.

**What additional requirements does this account have?**

- Requester are required to provide the project website, which should provide additional background behind the project.

**What are past examples of projects funded within this account?**

- \$2,249,000 for an Airfield Autonomy Initiative project at a national aerospace research and technology facility.
- \$250,000 for a “Safe Corridors and Reducing Motor Vehicle Dependency” project at a public university.

**What is a typical funding amount within this account?**

- In FY2024, the Senate Committee-passed bill included funding for projects under this account ranging from \$400,000 to \$1,000,000. The average award was \$688,600.

**Account #2: Grants-in-Aid for Airports (Airport Improvement Program or AIP)**

**What types of projects are eligible?** This account can fund projects for enhancing airport safety, capacity, security, and mitigating environmental concerns. Projects within the Airport Improvement Program (AIP) account must be eligible under [chapter 471 of title 49](#), United States Code.

**What additional requirements does this account have?**

- Requesters must provide the airport name where the project is located and a link to the airport master plan that includes the requested project.
- Requesters are required to provide a status of the planning and environmental work so the Appropriations Committee can assess the readiness of the project.

**What are past examples of projects funded within this account?**

- \$4,000,000 for an international airport for an aircraft rescue and fire fighting station project.

- \$13,000,000 for a municipal airport for a runway extension project.

**What is a typical funding amount within this account?**

- In FY2024, the Senate Committee-passed bill included funding for projects under this account ranging from \$290,000 to \$23,000,000. The average award was \$4,270,809.

**Account #3: Facilities and Equipment (F&E)**

**What types of projects are eligible?** This account can fund terminal air traffic control tower facility replacement projects eligible under [Part A of Subtitle VII of Title 49](#), United States Code.

**What additional requirements does this account have?**

- Requesters are required to provide the airport name where the project is located and a link to the airport master plan.
- Requesters are required to provide the age of the tower to be replaced, number of enplanements, operational line of sight issues, other related infrastructure work not covered by the cost of replacing the air traffic control tower (roads, utilities, etc.), and any other information to justify the project.
- Requesters are required to provide a status of the planning and environmental work so the Appropriations Committee can assess the readiness of the project.

**What are past examples of projects funded within this account?**

- \$5,000,000 for an airport’s air traffic control tower replacement.
- \$40,000,000 for an international airport’s air traffic control tower infrastructure project.

**What is a typical funding amount within this account?**

- In FY2024, the average award the Senate Committee-passed bill included funding for under this account was \$15,000,000.

**Account #4: Highway Infrastructure Program (HIP)**

**What types of projects are eligible?** This account can fund requests within the Highway Infrastructure Program (HIP) for highway projects eligible under [title 23](#), United States Code, including highway and bridge construction projects, planning, environmental review, design, and right-of-way acquisition. Generally, this account can fund projects on roughly one million miles of Federal-aid highways, bridges on any public road, and transit capital projects. Tribal and territorial capital projects authorized under Chapter 2 of title 23, United States Code, are also eligible.

**What additional requirements does this account have?**

- Requesters must provide a link to the STIP or TIP that includes the requested project, as well as the STIP or TIP ID number for the project. Alternatively, requesters can receive funding for highway projects that are not currently on the STIP or TIP, but for which the Michigan DOT has provided a letter confirming that: (1) the project is eligible for Federal-aid highway funding under title 23, United States Code; (2) the Michigan DOT is willing to carry out the project if funding is enacted; and (3) the Michigan DOT will include the project on the STIP or TIP once funding for the project is enacted.

- Requesters are required to provide a status of the planning and environmental work so the Appropriations Committee can assess the readiness of the project.
- Funds received under the HIP account cannot be used on operational expenses.
- Note that all HIP funding is provided directly to the Michigan DOT; local and county level governments interested in a HIP CDS are required to coordinate with the Michigan DOT for implementation.

**What are past examples of projects funded within this account?**

- \$1,000,000 for a major intersection/industrial corridor construction project.
- \$2,383,000 for a highway reconstruction project.
- \$2,500,000 for a major metropolitan area’s highway enhancement project.

**What is a typical funding amount within this account?**

- In FY2024, the Senate Committee-passed bill included funding for projects under this account ranging from \$54,000 to \$67,000,000. The average award was \$3,855,703.

**Account #5: Transit Infrastructure Grants (TIG)**

**What types of projects are eligible?** This account can fund requests for transit projects eligible under [chapter 53 of title 49](#), United States Code.

NOTE: Public transportation or transit is defined in Section 5302(15) and (22) of title 49, United States Code, as regular, continuing shared-ride surface transportation that is open to the general public or open to a segment of the general public defined by age, disability, or low income, 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.

**What additional requirements does this account have?**

- Requesters must provide a link to the STIP or TIP that includes the requested project, as well as the STIP or TIP ID number for the project. Alternatively, requesters can receive funding for transit projects that are not currently on the STIP or TIP, but for which the state transit agency has provided a letter confirming that: (1) the project is eligible for transit funding under chapter 53 of title 49, United States Code; (2) the state transit agency is willing to carry out the project if funding is enacted; and (3) the state transit agency will include the project on the STIP or TIP once funding for the project is enacted.
- Requesters are required to provide a status of the planning and environmental work so the Appropriations Committee can assess the readiness of the project.
- Requesters must provide the name of the recipient or subrecipient transit agency as part of their submission.

**What are past examples of projects funded within this account?**

- \$2,250,000 for a paratransit maintenance facility project at a Transit Authority.
- \$1,000,000 for an electric paratransit vehicle program at a state department of transportation.

**What is a typical funding amount within this account?**

- In FY2024, the Senate Committee-passed bill included funding for projects under this account ranging from \$92,000 to \$9,520,000. The average award was \$2,836,103.

**Account #6: Consolidated Rail Infrastructure and Safety Improvement (CRISI) Grants**

**What types of projects are eligible?** This account can fund requests within the CRISI account for rail capital projects eligible under [section 22907 of title 49](#), United States Code.

**What additional requirements does this account have?**

- Requesters must provide a link to the State Rail Plan that includes the requested project. Alternatively, requesters can receive funding for rail projects that are not currently on the State Rail Plan, but for which the state rail agency or Michigan DOT has provided a letter confirming that: (1) the project is eligible for rail funding under section 22907 of title 49, United States Code; (2) the state rail agency, Michigan DOT, or other relevant state agency is willing to carry out the project if funding is enacted; and (3) the state rail agency or Michigan DOT will include the project on the State Rail Plan once funding is enacted.
- Requesters are required to provide a status of the planning and environmental work so the Appropriations Committee can assess the readiness of the project.

**What are past examples of projects funded within this account?**

- \$12,000,000 for phase one of a track speed improvement project at a State Department of Transportation.
- \$2,000,000 for a passenger service extension project at a state Rail Authority.

**What is a typical funding amount within this account?**

- In FY2024, the Senate Committee-passed bill included funding for projects under this account ranging from \$1,000,000 to \$11,500,000. The average award was \$5,204,357.

**Account #7: Community Development Fund for Economic Development Initiatives (EDI)**

**What types of projects are eligible?** This account funds projects eligible under [section 5305 of chapter 69 of title 42](#), United States Code, as well as for affordable housing construction. Projects most likely to be successful include those that address affordable housing, community services, and economic development. Examples of eligible EDI projects include, but are not limited to: acquisition of real property (land, water rights, buildings); construction of new affordable housing; blight removal or remediation; and construction, rehabilitation, and improvements of public facilities (except buildings for general conduct of government), such as neighborhood centers, parks, and shelter for persons having special needs such as survivors of domestic violence and the homeless. More information on eligible projects is available [here](#).

**What additional requirements does this account have?**

- Requesters should provide a link to the project website, or, if the project is included in an existing CDBG grantee’s Consolidated Plan or Annual Action Plan, a link to that plan.
- Requesters are required to provide a status of the planning and environmental work so the Appropriations Committee can assess the readiness of the project.
- Requesters should provide relevant data on how the proposed project addressed at least one of three National Objectives of the broader CDBG program: (1) benefit low-

and moderate-income persons or communities; (2) prevent or eliminate slums or blight; or (3) address community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community for which other funding is not available.

**What are past examples of projects funded within this account?**

- \$2.5 million for a major city's carbon neutrality initiative.
- \$750,000 for a major city's center for music and arts.
- \$3.5 million for a project to expand service-learning opportunities for a major school district.

**What is a typical funding amount within this account?**

- In FY2024, the Senate Committee-passed bill included funding for projects under this account ranging from \$30,000 to \$30,000,000. The average award was \$1,655,980.