**Representative Suzan K. DelBene (WA-01)**

**FY 2022 Community Project Funding Requests**

**Small Business Administration, Small Business Initiatives Account**

Submit this form to Shanta Katipamula (shanta.katipamula@mail.house.gov) no later than **April 19, 2021.**

**Submission Guidelines:**

Please read the eligibility criteria and selection guidance carefully before submitting a request. Submission of this information does not create a binding commitment on any party nor a guarantee that any organization or program will be awarded funding from any federal agency. Once submitted, this request may be made publicly available.

For-profit entities are not eligible to apply for Community Project Funding. Only the following entities may apply:

* State, local and tribal governments
* Publicly owned entities (e.g. ports, universities, PUDs, etc.)
* Certain non-profit entities with a quasi-government purpose (e.g. Special Districts)
* Non-profit organizations

Please note that each Appropriations Subcommittee has account specific questions that must accompany each request. The first section of this form is information required by our office for all requests. The second section of this form includes questions that are required by each subcommittee for each account. Please be sure to fill out all of the questions that correspond to the account your request falls under.

**Financial Services - Small Business Administration, Small Business Initiatives:**

Under this option, Members may submit funding requests for Community Projects in support of small businesses, such as entrepreneur training, workforce development, counseling, research, and construction or acquisition of facilities. Project recipients must be other units of government or nonprofit organizations to be considered eligible.

Additional guidance with specific information about these accounts is [attached](https://appropriations.house.gov/sites/democrats.appropriations.house.gov/files/FSGG%20Community%20Project%20Funding%20Questions.pdf)

Staff Contact: Abe Friedman (Abe.Friedman@mail.house.gov)

**Questionnaire:**

Requesting Organization:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |
| --- | --- |
| **D.C. Contact** | **Local Contact** |
| NameMailing Address City, State ZipPhone NumberFax NumberE-Mail Address  | NameMailing Address City, State ZipPhone NumberFax NumberE-Mail Address  |

**All Requests**

|  |  |  |
| --- | --- | --- |
|  | **Agency** | **Account** |

1. This is request **x of x** submitted to this office.
2. Are you making this request to other offices?
3. If yes, please list other offices receiving this request:
4. Briefly but specifically, how does this project or program impact the 1st Congressional District of WA?
5. Eligibility of requesting entity or organization (please highlight the one applicable to your organization)
	1. State, local, or tribal government
	2. Publicly owned entity (e.g. port, university, PUD, etc.)
	3. Non-profit entity with a quasi-governmental purpose (e.g. Special District)
	4. Non-profit organization
6. Name of the project or program to be funded
7. Physical location of the project or program (including street name, city, and zip code)
8. Amount requested
9. Detailed breakdown of the total cost of the project or program that includes all prior sources (both public and private) and any amounts that remain unfunded
10. Have you previously applied for federal funds for this project or program? If yes, to which programs have you applied and what and what has been the outcomes of those applications.
11. If this project or program has previously been awarded federal funds, please list the total amount of federal funds previously awarded
12. Detailed breakdown of how the requested funds would be spent
13. Once completed, will the project or program require continued funding to maintain operation? If so, where will that funding come from?
14. Provide a detailed description of the project or program to be funded including data and/or evidence that demonstrates the public benefit.
15. Justification for why this project represents a good use of taxpayer dollars.
16. Describe any long-term job creation that will result from this project.
17. Will this project have a revenue-generating component that would have community and state economic benefit? If so, please describe and quantify.
18. Detailed timeline and anticipated start date and completion date for the project or program.
19. Federal agency that would administer this funding.
20. List any public or private entities that have been identified as project sponsors in prior funding requests and/or that will help determine how the requested funds will be spent.
21. List any stakeholders that support this request.
22. Please provide any letters of support from local stakeholders, press articles and editorials, project listed on state use or planning documents, local resolutions passed in support, or other documents that demonstrate community support and commitment to this request.
23. Are there any known or anticipated community concerns associated with this project or program (e.g. conflict with land use, neighborhood concerns, etc.) that could prevent it from moving forward?

**Subcommittee/Account Specific Questions:**

1. Why is the project a priority, including the local, regional, and/or national benefits provided by the project?
2. What is the total cost of the project? Please include funding requested broken out by discrete activity, if applicable.
3. If the request does not fully fund the project, describe where the remaining funding comes from to fund the project.
4. If the appropriations committee is not able to provide the full amount of funding requested, can this project start in a limited capacity? {yes/no}
5. Is this a new or ongoing project?
6. Please provide a history of funding for the project, including Federal, state, or local government; non-profit; corporate.
7. Are there matching funds associated with the requested funds? If yes, please list the source(s) and amount(s).
8. Will the funds go to an organization that will make sub-grants of those funds to other organizations? If yes, please list the sub-grantees.
9. Is the project a capital project or will the funds support operating costs?
10. Provide the oversight and management structure, including accountability measures, of the project. Who will oversee and be accountable for the administration/management of the project?
11. What performance standards will be used to evaluate whether the program or project supported by the funds meets its mission?
12. Has the organization or any potential sub-grantees been subject to sanction or litigation by State, Local, or Federal governments in the past five years? If so, please provide details.
13. Community engagement and support is crucial in determining which projects are worthy of Federal funding. To that end, please describe or include evidence of community support that are compelling factors for supporting this project request. You may include any relevant links to information posted on your website, or online, including letters of support.