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

**FY 2023 Community Project Funding Requests**

**Federal Emergency Management Agency, Federal Assistance, Emergency Operations Center Grants**

Submit this form to [CPFs.DelBene@mail.house.gov](mailto:CPFs.DelBene@mail.house.gov) no later than **April 13, 2022,** and please specify the account name in the email subject line.

**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 answer all questions. Please provide any attachments (i.e. letters of support) as separate documents.

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Only projects that meet the requirements detailed in the most [Notice of Funding Opportunity](https://www.fema.gov/pdf/government/grant/2011/fy11_eoc_kit.pdf) for the Emergency Operations Center Grant Program, including the cost-share requirement and environmental and historic preservation requirements, as applicable, will be considered for funding. For any projects designated for funding in the final fiscal year 2023 Homeland Security Appropriations Act, the respective state administrative agency (SAA) must submit an application to the Federal Emergency Management Agency, and that agency will serve as the administrative agent for the grant. Therefore, all project proposals must be accompanied by a letter of support from the appropriate SSA affirming that it believes the project is eligible.

Additional guidance with specific information about these accounts is [attached](https://appropriations.house.gov/sites/democrats.appropriations.house.gov/files/FY23%20Homeland%20Security%20Member%20Project%20Instructions.pdf).

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

**Questionnaire:**

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

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| --- | --- |
| **D.C. Contact (if applicable)** | **Local Contact** |
| Name  Mailing Address  City, State Zip  Phone Number  Fax Number  E-Mail Address | Name  Mailing Address  City, State Zip  Phone Number  Fax Number  E-Mail Address |

**All Requests**

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

1. Briefly describe your request in 5 sentences or less.
2. This is request **x of x** submitted to this office.
   1. If you are submitting more than one request, please rank this request in order of priority.
3. Are you making this request to other offices?
4. If yes, please list other offices receiving this request:
5. Did you submit this project as a Community Project Funding request or Transportation & Infrastructure Member Designated Project request during the 2022 process?
6. Briefly but specifically, how does this project or program impact the 1st Congressional District of WA?
7. 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
8. Name of the project or program to be funded
9. Physical location of the project or program (including street name, city, and zip code)
10. Amount requested
11. 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
12. 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.
13. If this project or program has previously been awarded federal funds, please list the total amount of federal funds previously awarded
14. Detailed breakdown of how the requested funds would be spent
15. Once completed, will the project or program require continued funding to maintain operation? If so, where will that funding come from?
16. Provide a detailed description of the project or program to be funded including data and/or evidence that demonstrates the public benefit.
17. Justification for why this project represents a good use of taxpayer dollars.
18. Describe any long-term job creation that will result from this project.
19. Will this project have a revenue-generating component that would have community and state economic benefit? If so, please describe and quantify.
20. Detailed timeline and anticipated start date and completion date for the project or program.
21. Federal agency that would administer this funding.
22. 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.
23. List any stakeholders that support this request.
24. Please list below and provide as **separate attachments** 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.
25. 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:**

**Federal Emergency Management Agency, Federal Assistance, Emergency Operations Center Grants:**

1. May be for fiscal year 2023 funds only and cannot include multi‐year funding. Is this project funding for FY23 only? [yes/no]
2. Provide the recipient name. This should be the legal name of the organization that will be receiving these funds. Please do not include abbreviations, acronyms, or use a “The” before the recipient name.
3. Include a project description consisting of not more than 1,000 characters.
4. Include a budget describing in detail how the requested federal funding will be used by the grantee.
5. Include an explanation of why the project is a good use of taxpayer funds.
6. Indicate whether you are aware of another Member making a request for this same project (just Yes/No, not which Member(s)).
7. What is the minimum amount of federal funding for the project required in order for it to move forward?
8. Is the requesting jurisdiction a state, Indian tribal government, or local government as defined by section 102 or 602 of the Robert T. Stafford Disaster Relief and Emergency Assistance Act, 42 USC 5122, 5195a?
9. Is the proposed project eligible under the most recent [Notice of Funding Opportunity](https://www.google.com/url?sa=t&rct=j&q=&esrc=s&source=web&cd=&ved=2ahUKEwiT0ruo2s32AhVNl3IEHUTMCQMQFnoECBIQAQ&url=https%3A%2F%2Fwww.fema.gov%2Fpdf%2Fgovernment%2Fgrant%2F2011%2Ffy11_eoc_kit.pdf&usg=AOvVaw3rWQovikGJqtSDRtuDqGTd) for the Emergency Operations Center Grant Program? (For EOCs, the fiscal year 2011 NOFO is the most recent.)
10. Can the requesting jurisdiction provide the required 25 percent non-federal cost share?
11. If less than the requested amount were provided as the federal share, would additional state local, or other eligible funding sources be available to support the project?
12. Is the requestor in a position to enhance their emergency management capabilities and address their Emergency Operations Center needs?
13. Is the proposed project related to a structure or facility that meets the [definition of an EOC](https://training.fema.gov/programs/emischool/el361toolkit/glossary.htm#E), to include supporting incident management (on-scene) operations across multiple functional disciplines and/or jurisdictions?
14. Is the facility (or will the facility) be the primary Emergency Operations Center for the jurisdiction?
15. Community engagement and support is crucial in determining which projects are worthy of federal funding. Please describe or include evidence of community support that were compelling factors in the decision to submit this project request, including letters of support and any relevant links to information posted on the Member’s website or other online sources.
16. Have you consulted with state/county/local emergency management officials or with FEMA about the proposed project?
17. If the answer to the previous question is yes, please provide name agency and contact information.
18. Is there or will there be a letter from the appropriate state officials confirming that should the project be approved the appropriate state agency is willing and able to serve as the recipient for the grant?