**Community Project Funding Request**

**Project Request Name:**

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**Subcommittee:** Commerce, Justice, Science and Related Agencies

**Account:** Commerce; NOAA - Operations, Research, and Facilities

**Point-of-Contact for Request (name, email, phone, organization):**

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**Directions:**

1. Complete all basic information. Type your responses into each text box.
2. Complete all supplemental questions.
3. Save the document using the following file name format: Request\_Account-name\_Requester-name.doc
4. Email your fully completed request to Clyburn.Appropriations@mail.house.gov. Include any necessary attachments (such as an attached budget document, letters of community support, etc) in your email submission. Include “Community Project Funding” and the account and request names in the subject line.

*Failure to submit all required information will result in an incomplete project request. Incomplete project requests cannot not be submitted to the Appropriations Committee for consideration for Community Project funding.*

**Basic Information**

All requests for Community Project Funding, regardless of the account, must include the following information:

1. **Legal name of the recipient organization** that will receive the funding. Do not include abbreviations, acronyms, or use a “The” before the recipient name.

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1. **Project description** (limited to 1000 characters).

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1. **Budget breakout** describing how the requested Federal funding will be used by the grantee, such as amounts for salaries for providers or instructors, tuition payments, educational materials, exhibits, supplies, evaluation activities, equipment, travel, etc

| Insert link, describe in text, or attach as a .pdf or .xls along with email submission of this document. |
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1. **Explanation of the request.** Explain why the project is a good use of taxpayer funds.

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1. **Evidence of community support** for the project request. This may include links or digital copies of the following:
	* (1) letters of support from elected community leaders,
	* (2) press articles highlighting the need for the requested community project funding,
	* (3) support from newspaper editorial boards,
	* (4) projects listed in state intended use plans, community development plans, or other publicly available planning documents,
	* (5) resolutions passed by city councils or boards, or
	* (6) other compelling evidence of community support.

| Insert link(s) or attach .pdf copies in the email submission of this document.  |
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1. (If funds are requested for a non-governmental entity) **proof that the recipient is a non-profit organization** as described under section 501(c)(3) of the Internal Revenue Code of 1986. No awards in FY2023 will go to for-profit entities.

| Insert link(s) or attach .pdf copies in the email submission of this document.  |
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**Supplemental questions**

These questions are specific to the account from which funding is being requested for the project. Verify that you have downloaded the document that corresponds to the proper account before proceeding.

1. Please describe, with as much specificity as possible, the overall objectives of the proposed project and how the requested funds would be spent to achieve those goals.

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1. If a non-profit, is the recipient entity a non-profit organization as described under section 501(c)(3) of the Internal Revenue Code of 1986 and exempt from tax under section 501(a) of such code?

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1. Please provide the location of this project, in the format ‘City (or County), State’.

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1. Is the requested project currently authorized in law?
	1. If yes, please provide a specific legal citation of such authorization.

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1. Are the proposed project activities consistent with the activities of the Federal agency? [yes/no]
	1. If yes, please describe how these activities are consistent with the activities of the Federal Agency. If not, why is the project being requested?

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1. Has the project been funded in the past? [yes/no]
	1. If the project has been funded in the past, how much funding has been provided to date?
	2. If the project has been funded in the past, were such funds provided for discrete, severable activities?

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1. Please specify any non-Federal sources of funding that have been or are fully anticipated to be applied toward the project, including any dollar amounts and timelines for funding.

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1. Is the proposed recipient currently in material non-compliance of a prior grant award made by the proposed Federal funding agency? [yes/no]

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1. Recognizing that the Appropriations Committee may not be able to provide the full amount of funding requested, can this project spend a smaller amount of appropriated funds within 12 months of the enactment of the Appropriations Act?
	1. If yes, please provide any details that may be helpful for understanding the scalability of the project.

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1. Is this proposed project a priority for the local community? [yes/no]
	1. If the project is not a priority for the local community, why is it being requested?

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1. Please describe the current developmental status of this project.

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1. What is the estimated impact of this project, e.g. number of jobs created/sustained, number of community members served, other projected impacts?

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1. Is the intended recipient a for-profit entity? [yes/no]

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1. Are you aware of another Member making a request for this same project? [yes/no]

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1. Regarding this request, please provide any additional information that would be useful for the Appropriations Committee to have.

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1. Has the intended recipient received any competitive grant funding or other funding from NOAA at any time in the past ten years? [yes/no]
	1. If yes, in what fiscal years and for what purposes?

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1. For any science research project request, please provide the name of the individual who is anticipated to be the Principal Investigator for the research project, as well as a link to such person's curriculum vitae, and a list of this person's peer-reviewed publications related to the topic of the requested research project.

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