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U.S. House of Representatives

Washington, DC 20515-6035

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PAUL ARCANGELI, STAFF DIRECTOR

March 9, 2022

FY2023 National Defense Authorization Act Community Project Funding Requests

Dear Colleague:

As the Chairman and Ranking Member of the Committee on Armed Services, we wish to provide you details on the deadlines, process, and guidance for submitting Community Project Funding requests pertaining to the National Defense Authorization Act for Fiscal Year 2023.

The committee will begin accepting Community Project Funding requests from all House members on Wednesday, March 9, 2022, through the electronic system that can be found at <http://proposals-armedservices.house.gov/>. If you are working remotely, you will first need to connect through VPN to access the system.

Instructions for accessing your username and password: Each Member office's username is your respective state abbreviation and district number (e.g., CA04, WA09, PA12, ND00). To receive your office's password, enter your state abbreviation and district number in the "User Name" field on the login page and select "Email Password". The system will email the password directly to your office's Chief of Staff email account. If the individual identified is no longer with your office or you need assistance, you can email sidney.faix@mail.house.gov, naajidah.khan@mail.house.gov, natalie.debenedetti@mail.house.gov, or zachary.steacy@mail.house.gov on the committee staff.

The deadline for submitting Community Project Funding requests to the Committee on Armed Services is **5:00 PM on Thursday, April 14, 2022**. Please review all guidance and instructions provided on the website prior to completing and submitting your Community Project Funding requests. On the system homepage, you will find a slideshow that walks you through how to use the system, details the requirements for posting all submitted requests and certifications online, answers to frequently asked questions, and HASC staff contact information.

Each Member may submit no more than 15 Community Project Funding requests for consideration in the FY23 NDAA. The committee will not consider requests that would direct Community Project Funding to any for-profit entities. The committee will only accept Community Project Funding request for the following accounts:

- Research, Development, Test, and Evaluation, Army
- Research, Development, Test, and Evaluation, Navy

- Research, Development, Test, and Evaluation, Air Force
- Research, Development, Test, and Evaluation, Space Force
- Research, Development, Test, and Evaluation, Defense-Wide
- Operational Test and Evaluation, Defense
- Military Construction, Army
- Military Construction, Navy and Marine Corps
- Military Construction, Air Force
- Military Construction, Defense-Wide
- Military Construction, Army National Guard
- Military Construction, Air National Guard
- Military Construction, Army Reserve
- Military Construction, Navy and Marine Corps Reserve
- Military Construction, Air Force Reserve

For Research, Development, Test, and Evaluation requests, eligible community project requests must include the name of the specific recipient for the project request, a valid line number and Program Element number proposed to fund the project, and a description of the desired outcome of the project and how it would benefit the Department of Defense. In addition, requests must include information on required funding in future years and the source(s) of such funding.

For Military Construction requests, eligible community project requests include military construction, unspecified minor military construction projects, and planning and design for the military departments, reserve components, and defense-wide agencies. In addition, some reserve component projects require a State funding match.

For a military construction project to be considered it must meet all the following requirements:

- A current DD1391 form provided by the military department or defense agency. This should be uploaded under the “Community Support Documents” portion of the system.
- Is on one of the following lists provided by the Secretary of Defense or his designee:
 - Future Year Defense Program (FYDP);
 - A Secretary-approved Unfunded Requirements or Unfunded Priorities List (UFR/UPL); or
 - A Secretary-approved cost-to-complete list.
- Is executable or “shovel ready” in FY2023.
- Is 35% design complete.

Members are encouraged to include evidence of community support for each Community Project Funding request submitted to the committee. Examples of such support may include, but are not limited to:

- Signed letters of support from elected state and local community leaders (ex: Governors, mayors, council members, or other officials);
- Resolutions passed by city councils or boards; or
- Support from newspaper editorial boards.

As you prepare your requests, please note that Members will be expected to comply with the financial disclosure requirements of House rule XXIII, clause 17, for each Community Project Funding request. Additional information, including the template letter, is included on the system homepage. Members will also be required to post their Community Project Funding requests and certification of financial disclosure letters on their house.gov websites. The Committee on Armed Services will also post a list of all submitted requests, including the links to each member's publicly posted requests, on the committee's public website following the submission deadline.

Should you have any questions, please do not hesitate to reach out to the committee staff. We look forward to working with you as we begin developing the National Defense Authorization Act for Fiscal Year 2023.

Sincerely,



Adam Smith
Chairman
Committee on Armed Services



Mike Rogers
Ranking Member
Committee on Armed Services