

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

**Fiscal Year 2026
Member Community Project Funding Request Guide
Chairman Hal Rogers**

Database opens April 14, 2025

CJS CPF Request deadline is May 2, 2025, at 6:00 P.M. EST

Members must post CPF requests on their websites by May 23, 2025, at 6:00 P.M. EST

This document provides guidance on submitting CJS Community Project Funding (CPF) for Fiscal Year 2026. All CPF requests must adhere to the eligibility requirements outlined in this guidance to be considered for Fiscal Year 2026 funding. Please review this guidance **in its entirety** prior to submitting Member requests.

If you encounter problems with the Committee's database or have technical questions, please email Approp.ITMemberRequest@mail.house.gov. For general questions regarding this guidance, please email CJS.MemberRequests@mail.house.gov.

General Guidance

Database: Offices must use the House Appropriations Committee's database <https://appropriationssubmissions.house.gov/> for all Member requests. Please ensure that all field entries are complete and accurate. No printed materials will be accepted. Member offices may not submit requests on behalf of another office.

Member Request Letters: Offices must upload a signed Member letter that includes all individual CPF, program, and language requests for the FY 2026 Commerce, Justice, Science, and Related Agencies Appropriations bill. Member letters should provide enough information to clearly identify and explain each request entered in the database. In addition, Member request letters:

- Must include a priority ranking of Commerce, Justice, Science, and Related Agencies program, language and project requests consistent with the priority ranking you entered in the database; and
- Should be addressed to Chairman Rogers and Ranking Member Meng.

Note: Multi-Member or Delegation Requests: If your Member signed a multi-Member or delegation letter in support of funding in a specific program, or the inclusion of bill or report language to be included in the FY 2026 Commerce, Justice, Science, and Related Agencies appropriations bill, such letter and request must be entered in the database and prioritized accordingly.

Financial Disclosure Certifications and Federal Nexus Statements. Offices must upload for each CPF request:

- (1) A **signed financial disclosure certification** certifying that the Member and the Member's "immediate family" (defined as father, mother, son, daughter, brother, sister, husband, wife, father-in-law, or mother-in-law) do not have any financial interest in the request.

-and-

- (2) A **signed federal nexus statement**.

Note: Address these to Chairman Cole and Ranking Member DeLauro. Unlike Member Request letters, financial disclosure certifications and federal nexus statements are addressed to Chairman Cole and Ranking Member DeLauro.

Public Posting of Certification/Federal Nexus Letters. Member offices must post their financial disclosure certifications and federal nexus statements publicly on their website for all CPF requests **by May 23, 2025 for CJS**, following completion of the Committee's technical assistance review period. The posted information must include:

- (1) the name and address of the proposed recipient;
- (2) a description of the request including the purpose of the funding;
- (3) the required financial disclosure certification; and
- (4) a statement regarding the project's federal nexus.

Additional questions. Members submitting Community Project Funding requests are required to submit answers to additional questions within the online database. Failure to complete all required questions will result in an incomplete project request. Incomplete project requests will not be considered for Community Project Funding. More details are available in this guidance under the Community Project Funding headings.

General Submission Checklist

- ☐ Did you upload a single, signed Member letter on official letterhead addressed to CJS Chairman Rogers and Ranking Member Meng detailing CJS program, language, and project request(s)?
- ☐ Did you upload signed Member financial disclosure certifications and federal nexus statements for each CPF request on official letterhead addressed to Full Committee Chairman Cole and Ranking Member DeLauro?
- ☐ Have you validated that the information in the Member request letter and financial disclosure letter matches the information you entered in the database?
- ☐ Do you plan to publicly post information for all CPF requests to the Member's website by May 23, 2025?

Requested FY25 CPFs. The enactment of the “Full-Year Continuing Appropriations and Extensions Act, 2025” (P.L. 119-4) did not include FY25 Community Project Funding. All CPF projects that were included in the FY25 CJS House Report will need to be resubmitted in FY26 should the office wish to pursue the same project. Offices will need to resubmit all associated project information into the database, including updated federal nexus statements and financial disclosure certifications along with updated community support letters. Please note that the resubmitting of FY25 projects in FY26 will count toward the Member’s CPF submission cap of 15 projects.

Commerce, Justice, Science, and Related Agencies Community Project Funding

Guidance for Community Project Funding Requests

Project Amounts: After reviewing all project requests received for Fiscal Year 2026, the Chairman will determine what, if any, caps to place on project amounts. Targeted projects of modest size can have meaningful impact for communities and likely have a greater chance of being funded.

- **One-year projects only:** Each project request must be for Fiscal Year 2026 funds only and cannot include multi-year funding.

Project Title: This should be a short name by which the project may be identified. The project title should clearly indicate how the funds will be used. This title may be used in the House report and should be as accurate as possible to ensure that the funding goes to the correct project.

Examples:

Estuary Habitat Restoration and Resilience
Policing Equipment and Technology Upgrades

Project Description: You must include a brief project description. In this description, provide:

- the **cost**;
- the **recipient**; and
- the **nature of the project**.

X Do not specify brand names for equipment and technology requests.

X Do not use abbreviations and acronyms.

✓ Do follow the examples below.

Examples:

\$95,000 for a XYZ Beach Police Department body camera project.
\$375,000 for a XYZ City, Kentucky, high-risk youth crime and violence diversion program project.

Project Recipient: You must include accurate recipient information when filling out the online request. The accuracy of the recipient's legal name is essential to ensuring that the funding goes to the correct project.

- The recipient's name entered must be the legal name of the organization that will be receiving these funds.
- Do not include abbreviations and acronyms and avoid using "The" before the recipient's name where possible.

X Do not cite an individual person as the recipient.

✓ Do follow the examples below.

Examples:

XYZ County Department of Corrections
XYZ University

Project Location: The location of the project’s activities may be different from the mailing address of the recipient organization. You will be asked to provide the full address, and later, in the supplemental questions, just the city and state.

- **Please provide the location where the project activities will be taking place.**
- **Please input the project location in the format: ‘City (or County), State’,** using the postal abbreviation for the state. This will appear in the House report to help identify the project.

Examples:

Round Rock, TX
Fairfax County, VA

Explanation: Please describe the overall objectives of the proposed project and how the requested funds would be spent to achieve those goals. Members must include an explanation of the request, including an explanation of why this is a good use of taxpayer funds. **Members must provide a detailed budget breakdown** for how the funding is anticipated to be spent (e.g., what types of items or services the funds will be used to buy; or how research dollars will be spent).

X (Reminder) Do not specify brand names for equipment and technology requests.

✓ Do follow the examples:

Examples:

The requested amount of \$500,000 would be used by XYZ County to purchase 911 emergency radio equipment, including 300 dash mount radio units and 400 portable radios. This equipment would replace the county’s current 911 radio equipment, a significant portion of which is now approaching the end of its operational life. The project is a good use of taxpayer funds because replacement equipment purchased by XYZ County would be allocated for first responders throughout the region, lowering costs for municipalities that may otherwise need to make emergency response upgrades independently.

The \$325,000 in funding would be used to fully outfit video monitoring systems in 12 police cruisers for the XYZ County Sheriff’s Department. The project is a good use of taxpayer funds because it will help enhance police-community relations in the county.

Evidence of Community Support: You must describe or include evidence of community support that were compelling factors in the Member’s decision to submit this Community Project Funding request. You may include any relevant links to information posted on your website, or elsewhere online, including:

- Letters of support from elected community leaders.
- Press articles highlighting the need for the requested community project funding.
- Support from newspaper editorial boards.
- Projects listed in state intended use plans, community development plans, or other publicly available planning documents.
- Resolutions passed by city councils or boards.
- Other compelling evidence of community support.

For-Profit vs. Non-Profit Entities: A project request will not be considered if the intended recipient is a for-profit entity. If a Member requests that funding be directed to a non-profit organization, the Member must provide evidence that the recipient is a non-profit organization as described under section 501(c)(3) of the Internal Revenue Code of 1986.

**Guidance for
Department of Commerce – National Institute of Standards and Technology
(NIST) – Scientific and Technical Research and Services – Scientific and
Technical Research
*Community Project Funding***

*NIST Scientific and Technical Research projects support standards-related research
and technology development.*

Purpose & Federal Nexus:

Funding must be for activities consistent with, and supportive of, NIST’s mission and aligned with one or more of the functions and activities described in section 272 of title 15, United States Code.

Note: Funding for building construction or renovation projects is not an eligible use of NIST Scientific and Technical Research Community Project Funding.

Non-Profit Entities:

Projects with non-profit recipients, such as universities, are eligible recipients.

Supplemental Questions for NIST Scientific and Technical Research project requests:

1. Is the recipient entity a non-profit organization as described under section 501(c)(3) of the Internal Revenue Code of 1986? [yes/no]
2. Can this project spend a smaller amount of appropriated funds within 12 months of the enactment of the appropriations act? [yes/no] If yes, please provide any details that may be helpful for understanding the scalability of the project.
3. Please provide the location of this project, in the format ‘*City (or County), State*’. This location will be printed in the public disclosure table. Examples include: ‘Hazard, KY’ or if the project is not located within a city, but rather a county: ‘Perry County, KY’.

**Guidance for
Department of Commerce – National Oceanic and Atmospheric
Administration (NOAA) – Operations, Research, and Facilities – Coastal
Zone Management
*Community Project Funding***

NOAA Coastal Zone Management projects support the protection, restoration, and responsible development of our nation's diverse coastal communities and resources.

Purpose & Federal Nexus:

Funding must be for activities consistent with, and supportive of, NOAA's mission and aligned with one or more of the purposes described in the Coastal Zone Management Act of 1972 (16 U.S.C. § 1451 et seq.).

Cost-Share Requirements:

NOAA Coastal Zone Management projects are subject to any applicable cost-share required by law under the Coastal Zone Management Program.

Supplemental Questions for NOAA Coastal Zone Management project requests:

1. Is the recipient entity a non-profit organization as described under section 501(c)(3) of the Internal Revenue Code of 1986? [yes/no]
2. Can this project spend a smaller amount of appropriated funds within 12 months of the enactment of the appropriations act? [yes/no] If yes, please provide any details that may be helpful for understanding the scalability of the project.
3. Please provide the location of this project, in the format '*City (or County), State*'. This location will be printed in the public disclosure table. Examples include: 'Hazard, KY', or if the project is not located within a city, but rather a county: 'Perry County, KY'.

**Guidance for
Department of Justice (DOJ) – Office of Justice Programs (OJP) – State and
Local Law Enforcement Assistance –
Byrne Justice Assistance Grants (Byrne JAG)
Community Project Funding**

DOJ Byrne JAG projects assist state, local, and Tribal law enforcement efforts to enforce laws, address violent crime, increase prosecutions, improve the criminal justice system (including the correctional system), provide victims' services, and other related activities.

Purpose & Federal Nexus:

Funding must be for activities consistent with, and supportive of, the Office of Justice Programs' mission and aligned with one or more of the purposes described in the Byrne Justice Assistance Grants (JAG) program, section 501 of the Omnibus Crime Control and Safe Streets Act of 1968 (34 U.S.C. § 10152).

Prohibited Uses:

34 U.S.C. 10152(d) provides:

(d) Prohibited uses

Notwithstanding any other provision of this Act, no funds provided under this part may be used, directly or indirectly, to provide any of the following matters:

(1) Any security enhancements or any equipment to any nongovernmental entity that is not engaged in criminal justice or public safety.

(2) Unless the Attorney General certifies that extraordinary and exigent circumstances exist that make the use of such funds to provide such matters essential to the maintenance of public safety and good order-

(A) vehicles (excluding police cruisers), vessels (excluding police boats), or aircraft (excluding police helicopters);

(B) luxury items;

(C) real estate;

(D) construction projects (other than penal or correctional institutions); or

(E) any similar matters.

In addition, the Chairman will not support the use of Byrne JAG Community Project Funding for the following:

- Initiatives that involve the distribution of drug paraphernalia.
- Initiatives that undermine the 2nd Amendment or infringe upon rights guaranteed by the Constitution without due process of law.
- Initiatives that appear to be anti-law enforcement or unrelated to criminal justice.
- Larger projects for the construction or renovation of penal or correctional institutions that will exceed the capability of single-year funding.

Prioritization of Projects:

In the event of limited funding, the Chairman will prioritize projects focused on improving the effectiveness of law enforcement, increasing officer safety, curbing the opioid crisis, and other strategic priorities.

Non-Profit Entities:

Projects with non-profit recipients may be eligible, so long as the purpose is to carry out work that closely aligns with the purposes of the Byrne JAG program. Such projects will be closely examined.

Requirements:

- Awarded projects will be subject to the requirements of 2 CFR Part 200 and the [DOJ Grants Financial Guide](#).
- Allowable costs are those costs consistent with the principles set out in 2 CFR Part 200, Subpart E, and those permitted by the grant program's authorizing legislation.

Supplemental Questions for Byrne JAG project requests:

1. Is the recipient entity a non-profit organization as described under section 501(c)(3) of the Internal Revenue Code of 1986? [yes/no]
2. Can this project spend a smaller amount of appropriated funds within 12 months of the enactment of the appropriations act? [yes/no] If yes, please provide any details that may be helpful for understanding the scalability of the project.
3. Please provide the location of this project, in the format '*City (or County), State*'. This location will be printed in the public disclosure table. Examples include: 'Hazard, KY', or if the project is not located within a city, but rather a county: 'Perry County, KY'.

**Guidance for
Department of Justice (DOJ) – Community Oriented Policing Services
(COPS) – Technology and Equipment
Community Project Funding**

DOJ COPS Technology and Equipment projects support state, local, and Tribal law enforcement efforts to develop and procure the technology and equipment needed to respond more quickly and effectively, improve officer safety, increase transparency and enhance community relations.

Purpose & Federal Nexus:

Funding must be aligned with the purposes of section 1701(b)(8) of the Omnibus Crime Control and Safe Streets Act of 1968 (34 U.S.C. § 10381(b)(8)). As such, the Chairman will consider projects to develop and/or acquire technologies and equipment, including interoperable communications technologies, modernized criminal record technology, and forensic technology, to assist state, Tribal, and local law enforcement agencies, including by reorienting the emphasis of their activities from reacting to crime to preventing crime and training law enforcement officers to use such technologies.

Notes:

- Eligible recipients for COPS Technology and Equipment Community Project Funding are **State, Tribal, and local law enforcement agencies**.
- Funding for building construction or renovation projects is not an eligible use of COPS Technology and Equipment Community Project Funding.

Supplemental Questions for COPS Technology and Equipment project requests:

1. Is the recipient a state, Tribal, or local law enforcement agency?
2. Can this project spend a smaller amount of appropriated funds within 12 months of the enactment of the appropriations act? [yes/no] If yes, please provide any details that may be helpful for understanding the scalability of the project.
3. Please provide the location of this project, in the format '*City (or County), State*'. This location will be printed in the public disclosure table. Examples include: 'Hazard, KY', or if the project is not located within a city, but rather a county: 'Perry County, KY'.

**Guidance for
National Aeronautics and Space Administration (NASA) – Safety, Security
and Mission Services (SSMS)
*Community Project Funding***

NASA SSMS projects support science education, research, and technology development related to NASA's mission.

Purpose & Federal Nexus:

Funding must be for activities advancing the purposes described in section 20102 of title 51, United States Code. Projects should focus on science, education, research, and technology development related to NASA's mission.

Note: The following projects **will not** be considered for NASA SSMS Community Project Funding:

- Building construction or renovation projects.
- Medical research projects.

Supplemental Questions for NASA SSMS project requests:

1. Is the recipient entity a non-profit organization as described under section 501(c)(3) of the Internal Revenue Code of 1986? [yes/no]
2. Can this project spend a smaller amount of appropriated funds within 12 months of the enactment of the appropriations act? [yes/no] If yes, please provide any details that may be helpful for understanding the scalability of the project.
3. Please provide the location of this project, in the format '*City (or County), State*'. This location will be printed in the public disclosure table. Examples include: 'Hazard, KY', or if the project is not located within a city, but rather a county: 'Perry County, KY'.

Template Member Financial Disclosure Certifications and Federal Nexus Statements

May XX, 2025

The Honorable Tom Cole
Chairman
Committee on Appropriations
H-305, the Capitol
Washington, D.C. 20515

The Honorable Rosa DeLauro
Ranking Member
Committee on Appropriations
1036 Longworth HOB
Washington, D.C. 20515

Dear Chairman Cole and Ranking Member DeLauro,

I am requesting funding for _____ [project] in Fiscal Year 2026. The entity to receive funding for this project is _____ [recipient entity], located at _____ [address including street name, city, state, and zip code]. The funding would be used for _____.

The project is an appropriate use of taxpayer funds because _____.

The project has a federal nexus because the funding provided is for purposes described in _____ [insert one of the following that corresponds to the appropriate CPF project:]

- section 272 of title 15, United States Code. [for NIST Scientific and Technical Research projects]
- the Coastal Zone Management Act of 1972 (16 U.S.C. § 1451 et seq.). [for NOAA Coastal Zone Management projects]
- section 501 of the Omnibus Crime Control and Safe Streets Act of 1968 (34 U.S.C. § 10152). [for DOJ Byrne JAG projects]
- section 1701(b)(8) of the Omnibus Crime Control and Safe Streets Act of 1968 (34 U.S.C. § 10381(b)(8)). [for DOJ COPS Technology and Equipment projects]
- section 20102 of title 51, United States Code. [for NASA SSMS projects]

I certify that I have no financial interest in this project, and neither does anyone in my immediate family.

Sincerely,

John Doe
Member of Congress

These statements must be on letterhead and must be signed by the Member. Please upload a PDF of the signed document to the Member Request Database. Members must post these letters for Commerce-Justice-Science CPFs publicly on their websites by May 23, 2025.

Sample Consolidated CJS Member Letter

May XX, 2025

The Honorable Hal Rogers
Chairman, Subcommittee on
Commerce, Justice, Science,
and Related Agencies
H-310, the Capitol
Washington, D.C. 20515

The Honorable Grace Meng
Ranking Member, Subcommittee on
Commerce, Justice, Science,
and Related Agencies
1036 Longworth HOB
Washington, D.C. 20515

Dear Chairman Rogers and Ranking Member Meng,

I write to respectfully request that you consider the following priorities of mine as you draft the Commerce, Justice, Science, and Related Agencies appropriations bill for Fiscal Year 2026.

1. Language Request – Bill Language

Agency: Department of Justice

Bureau/Component: Bureau of Alcohol, Tobacco, Firearms & Explosives

Account/Program: Salaries and Expenses

Title: Transfer of ATF Authority

To prohibit funds from being used to transfer a duty or responsibility of the ATF to any other agency or department, I ask that you include the following proviso: “Provided further, *That no funds made available by this or any other Act may be used to transfer the functions, missions, or activities of the Bureau of Alcohol, Tobacco, Firearms and Explosives to other agencies or Departments.*”.

2. Program Request

Agency: Department of Justice

Bureau/Component: Community Oriented Policing Services

Account/Program: Regional Information Sharing Activities

General Support

I support funding for regional information sharing activities. Regional information sharing grants assist local, state, federal, and Tribal criminal justice partners by providing adaptive solutions and services that facilitate information sharing, support criminal investigations, and promote officer safety.

3. Community Project Funding Request

Agency: Department of Justice

Bureau/Component: Community Oriented Policing Services

Account/Program: Technology and Equipment

I am requesting \$200,000 for a 911 radio communications upgrade and dash cameras project for the XYZ County Sheriff's Office. \$200,000 will support the purchase of 10 replacement repeaters and 5 dashboard cameras.

Thank you for your hard work in support of the programs in the jurisdiction of the Commerce, Justice, and Science Subcommittee. I understand that in an era of record debt and deficits, all federal programs – including those funded by your subcommittee – must be examined for potential cost savings. Please let me know if I can be of assistance to you as you work to complete the Commerce, Justice, Science, and Related Agencies appropriations bill for Fiscal Year 2026.

Sincerely,

John Doe
Member of Congress