



# FY27

# COMMUNITY FUNDING GUIDANCE



## What Is CPF?

Community Project Funding allows Members of Congress to request targeted federal investment for high-impact local projects. The House Appropriations Committee caps Members at 15 requests per fiscal year.

## Important notes:

- Submitting a project does not guarantee funding.
- The Committee may reduce the requested amount.
- Typical funded awards: \$250,000–\$2.5M
- Large infrastructure: \$4–\$7M

## Eligibility

- Only state, local, or tribal governments and non-profit organizations (schools, hospitals, etc.) may apply.
- For-profit entities are not eligible.
- Nonprofits must provide EIN or IRS determination letter.
- No projects with real or perceived financial conflicts of interest.

## What Projects Must Include

CPF requests require more detail than standard appropriations requests. Entities must review Subcommittee-specific requirements posted on Congressman Alford's appropriations request page.

Typical documentation needed:

- Project description + justification
- Budget breakdown
- Timeline
- Letters of support
- Permits/environmental reviews (as applicable)
- Evidence or path toward required matching funds

## Match Requirements

Many federal accounts require non-federal matching funds. These cannot be waived.

Examples:

- EPA STAG (water/wastewater): 20% match
- USDA Community Facilities: 25–65% match (population dependent)
- DHS Emergency Operations Centers: 25% match

Applicants must show that matching funds are secured or realistically obtainable before the bill is enacted.

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## **One-Year Funding Rule**

- Projects must request one fiscal year of funding.
- CPF can be awarded only once per project.
- Performance periods may last longer depending on the account (e.g., construction).

## **Internal Review & Selection Criteria**

The Office of Congressman Alford receives many requests but can submit only 15. Each project is reviewed for:

- **Location & Impact:** Must be in MO-04 and offer clear district benefit.
- **Eligibility:** Meets all Subcommittee rules and federal requirements.
- **Responsible Use of Funds:** Clear need, reasonable cost, strong justification.
- **Community Benefit:** Jobs, economic development, infrastructure, public safety, quality of life.
- **Community Support:** Letters, resolutions, media demonstrating local need.
- **Sustainability:** Ability to operate after CPF funds are exhausted.
- **Preparedness:** Early engagement, complete documentation, realistic timelines.

Entities submitting multiple projects must prioritize their top need.

Past projects: [alford.house.gov](http://alford.house.gov)

## **Best Practices for Applicants**

- Start early (2–3 months ahead).
- Submit proposals one week before the internal deadline to allow for revisions.
- Ensure strong community support is documented.
- Be realistic about cost, timeline, and readiness.
- Keep all project communication with the office professional and proactive.

## **Transparency & Communication**

- All CPF projects are subject to GAO audit—keep thorough records.
- Submitted projects must be posted publicly within 15 days of submission.
- Entities should not publicly promote projects before submission or before a bill is signed into law.

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## **If Your Project Gets Funded Entities must:**

- Complete required federal forms, training, and budget documentation.
- Comply with agency regulations.
- Coordinate with federal or state project managers when required.

## **Contact For questions:**

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## **Timeline (Typical)**

### **Winter–Early Spring**

- Entities begin project planning.

### **February–March**

- Appropriations Committee releases official CPF guidance.

### **March–April**

- Congressman Alford’s office opens its request portal;
- CPF requests due to the office (internal deadline).
- Staff reviews submissions and follows up for missing materials.

### **Spring–Summer**

- Congressman Alford submits selected projects to the Committee.
- Committee reviews and drafts appropriations bills.

### **Summer–Fall**

- House and Senate consider and negotiate bills.
- If bills are not finalized by Sept. 30, Congress may pass Continuing Resolutions.

### **Fall–Winter**

- Final funding packages (Omnibus/Minibus) may be passed and signed into law.

### **Winter–Spring**

- Federal agencies issue instructions.
- Entities complete required paperwork and receive funding.