**Rep. Tim Walberg – MI-07**

**FY22 Community Project Request Form**

Please submit this form as a Microsoft Word document by COB Wednesday, April 14, 2021 to *MI07.CommunityProjects@mail.house.gov*.

**Please use a separate Word Document form for each request.**

**Requirements for your Submission**

* Eligible recipients can only be government and non-profit entities*.*
* To be eligible a project must reside within the seventh Congressional district of Michigan.
* You must include no less than 3 letters of support from elected officials or community leaders in your area expressing support for the project. Examples include:
  + A resolution from local government entity.
  + Letter signed by mayor, city council, township board, etc.
  + Letter signed by local community organizations.
    - Please note if you are a non-profit entity, one of these letters **MUST** come from a local government entity.
* Additionally, press articles about the project, documentation of the project being listed on community development plans or regional plans are also strongly encouraged.
* Requests with the following features may be given priority:
  + Funding from other sources such as state, local or non-government organizations.
  + The requested amount can complete the project.
* The project must satisfy every requirement laid out by the House Appropriations Subcommittee of jurisdiction. More information can be found [HERE](https://appropriations.house.gov/appropriations-requests).

**Please fill out the following:**

Requesting Entity (Legal Title):

Full Address (Please write on one line):

Requesting Entity Staff Contact Information: Name/Title/Phone/Email:

Project Name:

Funding Amount Requested:

Total Cost of Project and breakdown of funding sources (Detail all local, state and/or private funds. Are these funds secured, expected, or you are still seeking?):

Description of the Project:

Project Justification (Need for the project):

Justification for why the project is an appropriate use of taxpayer funds and is a public benefit:

If you are a public entity, is the project on your Capital Improvement Program: (Please provide documentation or explain why not)

Explanation of how the federal funds will be spent (for example, on equipment, construction, labor, etc.):

House Appropriations Subcommittee of Jurisdiction for the Request:

Federal Agency for the Request:

Account for the Request:

Cities in which the project is located and will be performed:

Are you submitting this request to another Member of Congress? If so, who?