

Grant Resource Guide



Office of Congresswoman Rosa L. DeLauro

Updated February 2011



Dear Friend,

I am pleased to present this Federal Grant Resource Guide to provide you with helpful information as you seek funding for projects critical to your community. I hope that you find this to be a useful tool as you navigate the grant process.

This year, in light of the moratorium on congressionally-directed spending instituted by the leadership in the House of Representatives and then the leadership in the Senate, you will not be able to pursue Congressionally-directed funding for projects through the Fiscal Year 2012 appropriations process. The grant-making process will therefore provide you with the best opportunity for outside funds to support projects.

In this guide, you will find an overview of the grant process, tools to help you identify and track funding resources, an overview of Federal accounts, suggestions on how to develop and write a grant proposal, and the process for requesting a letter of support from me. An electronic version of the guide will be available on my website-www.delauro.house.gov-and will be updated as necessary.

As you know, the Federal Government is operating in a difficult fiscal environment this year and discretionary spending will be constrained as Congress and the Administration look to bring fiscal discipline to the budget. Still, I remain wholly committed to fighting for Federal assistance for projects in Connecticut's 3rd District that improve public health and social services, strengthen education, rebuild our infrastructure and otherwise create jobs, economic growth and improve the quality of life throughout the District.

Thank you for your interest in the grant-making process. As always, I want to assist you as you apply for Federal grants, and you should feel free to contact my staff so that they can help answer any and all questions or concerns you may have.

Sincerely,

ROSA L. DeLAURO
Member of Congress

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Overview of the Grant Process

- Determine your need and develop an implementation plan for the project.
- Seek opportunities for grant funding:
 - This may include searching or browsing federal, state, and private grant sources for grant opportunities that fit your need and timeline. This may require creative thinking and refining your grant proposal.
 - Be prepared to check these funding sources on a regular basis. Consider checking them weekly.
 - Be aware of any matching requirements for specific grant opportunities.
- Contact a specialist:

It is often recommended that you contact a grant technician or specialist to review the application process and how to best present your grant request to maximize competitiveness. This may be most helpful once you have identified specific grants that you are interested in seeking.
- Write your grant proposal:
 - The reports from the Congressional Research Service included in this packet should be a helpful place to start.
 - Also consider exploring the information through sites like the Catalog of Federal Domestic Assistance and Foundation Center.

How Congresswoman DeLauro May Help

- In addition to this guide, the Congresswoman may write a letter of support for your federal grant.
 - You must submit information on your project and the grant you are seeking along with a draft letter of support at least 10 business days before you need the letter.
 - Please contact the office in New Haven with additional questions regarding letters of support.
- She can also follow up with federal grant sources to confirm the status of the grant.

How Best to Find Information

1. **Find out [Who is Eligible for a Grant?](#)** Other government websites may be more suitable for [personal needs](#), [student loans](#), [small business assistance](#), or other [business opportunities](#) such as government contracting. The website [Government Benefits, Grants, and Financial Aid](#) may also be of help.
2. **If eligible, search for programs** in the [Catalog of Federal Domestic Assistance](#) (CFDA). Includes grants, loans, business and nonfinancial help.
3. **Contact federal office** given in CFDA program description: if state or local office is indicated, check [Regional Agency Offices](#) at top of CFDA website for addresses.
4. **Go to federal websites** given in each CFDA program description for more information and for state administering agencies responsible for managing funding.
5. **Check current federal grants opportunities** at [Grants.gov](#), obtain a [Dun and Bradstreet](#)(DUNS) number, register with [Central Contractor Registration](#) (CCR), and apply online (links and instructions given at the website).
6. **Search foundations** for project funding: use the [Foundation Center](#) website or [Foundation Center Cooperating Collections](#) in libraries to identify national, state, and community foundations.
7. **Learn how to write grant proposals:** follow CFDA's [Developing and Writing Grant Proposals](#), or take the free online Foundation Center [Proposal Writing Short Course](#).

Key Federal Funding Sources

- [Grants.gov](#)
- [Catalog of Federal Domestic Assistance](#)
- [State Single Points of Contact](#)
- [CFDA in Local Libraries](#)

[Grants.gov](#) (managed by Dept. of Health and Human Services)

Federal website that allows eligible grantseekers (see [Who is Eligible for a Grant?](#)) to find and apply for current competitive grant opportunities from ALL federal agencies. Grantseekers can check on notices of funding availability (NOFAs) posted in the last 7 days; access an RSS feed of grant opportunities; and apply for federal grants through a unified process by downloading the application and submitting online. The website guides grantseekers in obtaining a [Dun and Bradstreet](#) (DUNS) number, registering with [Central Contractor Registration](#) (CCR), and registering with Grants.gov to apply and to track applications. For full federal program descriptions, see CFDA below.

[Catalog of Federal Domestic Assistance](#) (General Services Administration)

The CFDA, issued annually and updated continuously on the Web, describes some 1600

federal grants and non financial assistance programs. Grantseekers can identify programs that might support their projects and can learn the program's objectives, requirements, application procedures and contacts. Includes a detailed subject index; browsable listing of programs by applicant eligibility; and Appendix VI, Developing and Writing Grant Proposals. Appendix IV gives state, local and regional offices of federal agencies: if the CFDA program description refers to a state or regional Information contact, grantseekers should contact them *before* applying for funding to obtain the most up-to-date information. For current notices of funding availability, see Grants.gov.

State Single Points of Contact (Office of Management and Budget)

Under Executive Order 12372, some states require federal grants applicants to submit a copy of their application for state government level review and comment. The state offices listed here coordinate federal financial assistance and may direct federal development. For help in identifying state-level grants, other state government agencies websites may be found at [State and Local Agencies by Topic](#).

CFDA in Local Libraries (Government Printing Office)

Although the *Catalog* is available full-text on the Internet, some may prefer a print edition. However, only the *Web Catalog* is continuously updated-- the published volume is annual with no supplements. The *Catalog* is available in all states in [Federal Depository Libraries](#).

Related Federal Resources

- Recovery.gov
- [A-Z Index Departments & Agencies](#)
- [Energy Efficiency and Renewable Energy](#)
- [Homeland Security Grants](#)
- [USA.gov for Business](#)
- [USA.gov for Nonprofits](#)
- [Student Aid on the Web](#)
- [GovBenefits.gov](#)
- [FTC Consumer Alert](#)
- [OMB Circulars](#)

Recovery.gov (The White House)

Federal assistance under the American Recovery and Reinvestment Act (ARRA) includes grants-in-aid to state and local governments. [Agency Recovery Sites](#) links to information about federal agency and department programs. [State Recovery Sites](#) cover state projects and state contacts for grants programs. The United States Conference of Mayors [Main Street Economic Recovery](#) website gives [State Breakdown of ARRA](#) and [Key Program Summaries](#).

A-Z Index of U.S. Government Departments and Agencies (General Services Administration)

To better develop a grant proposal, search a department or agency's Home Page to learn more about its programs and objectives. The site USA.gov also links to [Government Benefits, Grants and Financial Aid](#).

[Energy Efficiency and Renewable Energy](#) (Department of Energy)

Grants are EERE's primary funding vehicle for businesses, industries, universities and others. Most EERE grants are awarded on merit on a competitive basis. EERE financial assistance opportunities are listed in the [Financial Opportunities by Audience](#) database and on [Grants.gov](#). For state-by-state information on state, local, utility, and federal incentives that promote renewable energy and energy efficiency, search [DSIRE](#) (Database of State Incentives for Renewables and Efficiency).

[Homeland Security State Contacts & Grants Award Information](#) (Dept. of Homeland Security)

Click on map for state allocations and contact information. Most Homeland Security non-disaster grant programs are designated for state and local governments and specific entities such as colleges, etc. Unsolicited applications from individuals are generally not accepted. Includes Urban Area Security Initiative, Citizens Corps, Medical Response System, Operation Stonegarden (border security), Infrastructure Protection. Programs for firefighters may be found at [Assistance to Firefighters](#).

[USA.gov for Business](#) (GSA)

Includes contracting with the federal government, international trade and exporting, and small business. See also financial assistance links at [Business.gov](#) and the [Small Business Administration](#) websites.

[USA.gov for Nonprofits](#) (GSA)

Links to federal department and agency information and service for nonprofit organizations, including fundraising and outreach, grants, loans and other assistance, laws and regulations, management and operations, online services, registration and licensing, and tax information. The White House [Office of Faith Based and Neighborhood Partnerships](#) includes information on [Grants and Resources](#).

[Student Aid on the Web](#) (Department of Education)

Financial assistance for education beyond high school is generally "needs-based" and often includes loans and work-study, in addition to some grants. College and university applications, websites, and brochures usually include financial aid information for prospective and incoming students.

[GovBenefits.gov](#) (via Department of Labor)

Government grants are not direct assistance to individuals, but fund state and local programs providing help to those in need. This online screening site can be used to identify state and local government benefits and how to apply. Covers direct payments, loans, insurance, training, or other services.

[FTC Consumer Alert](#) (Federal Trade Commission)

The FTC warns consumers to beware of paying "processing fees" for information that is

available free to the public. Ads claiming federal grants are available for home repairs, home business, unpaid bills, or other personal expenses are often a scam.

[OMB Grants Management](#) (Office of Management and Budget)

OMB establishes government-wide grants management policies and guidelines through circulars and common rules. [OMB Circulars](#) are cited in *Catalog* program descriptions and may be printed out fulltext.

Private and Corporate Funding Sources

[The Foundation Center](#)

Gateway to information about private funding sources, the grantseeking process, guidelines on writing a grant proposal, addresses of state libraries with grants reference collections, and links to other useful Internet websites. The Center maintains a comprehensive database on foundations; produces print and electronic directories and guides; conducts research and publishes studies in the field; and offers a variety of training and educational seminars.

- [Welcome Legislators and Policy Makers](#) Covers policy development, constituent services, and other helpful nonprofit resources.
- [Guide to Funding Research](#) An overview of the funding research process for those seeking grants from foundations, corporations, and grantmaking public charities.
- [Proposal Writing Short Course](#) (also in Spanish, French and other languages)
- [Foundation Finder](#) Search for information about more than 70,000 private and community foundations.
- [Requests for Proposals](#) Daily postings of requests for proposals (RFPs) from private funding sources by broad subject category.
- [Foundation Center Cooperating Collections](#) Free funding information available in libraries, community foundations, and other nonprofit centers nationwide, including access to the Foundation Directory Online database..

[Grants Resources by State](#) (Grantsmanship Center)

Click on state map to find links to information about a state's foundations, community foundations, corporate giving programs and the state's home page.

Tracking Federal Funds

- [USAspending.gov](#) (OMB)
A free, searchable database of federal government spending based upon Census and General Services Administration statistical data. Grants and Contracts must be

searched separately: by individual organization or grant recipient; by place of performance, including by congressional district; or by federal department or agency.

- [**Federal Aid to States**](#) (Census Bureau)
FAS details actual expenditures of federal grant funds to state and local governments. Figures are presented to the state level by program area and agency.
- [**Consolidated Federal Funds Report**](#) (Census Bureau)
In CFFR, grants generally represent obligations and include payments both to state and local governments and to nongovernmental recipients. Data are provided for state and county levels.

How to Develop and Write a Grant Proposal

A report prepared by the Congressional Research Service

Merete F. Gerli, Information Research Specialist

July 6, 2010 (RL32159)

Developing a Grant Proposal

Preparation

A well-formed grant proposal is one that is carefully prepared, thoughtfully planned, and concisely packaged. The potential applicant generally seeks first to become familiar with all of the pertinent program criteria of the funding institution. Before developing a proposal, the potential applicant may refer to the information contact listed in the agency or foundation program description to learn whether funding is available, when applicable deadlines occur, and the process used by the grantor agency or private foundation for accepting applications.

Grant seekers should know that the basic requirements, application forms, information, and procedures vary among grant-making agencies and foundations. Federal agencies and large foundations may have formal application packets, strict guidelines, and fixed deadlines with which applicants must comply, while smaller foundations may operate more informally and even provide assistance to inexperienced grantseekers. However, the steps outlined in this report generally apply to any grant-seeking effort.

Individuals without prior grant proposal writing experience may find it useful to attend a grantsmanship class or workshop. Applicants interested in locating workshops or consulting more resources on grantsmanship and proposal development should consult the Internet sites listed at the end of this report and explore other resources in their local libraries.

Local governments may obtain grant writing assistance from a state's office of Council of Governments (CSG) or Regional Council. The primary mission of CSG is to promote and strengthen state government in the federal system by providing staff services to organizations of state officials. Grassroots or small faith-based nonprofit organizations can seek the help and advice of larger more seasoned nonprofit organizations or foundations in their state.

Developing Ideas for the Proposal

The first step in proposal planning is the development of a clear, concise description of the proposed project. To develop a convincing proposal for project funding, the project must fit into the philosophy and mission of the grant-seeking organization or agency; and the need that the proposal is addressing must be well documented and well-articulated. Typically, funding agencies or foundations will want to know that a proposed activity or project

reinforces the overall mission of an organization or grant seeker, and that the project is necessary. To make a compelling case, the following should be included in the proposal:

- Nature of the project, its goals, needs, and anticipated outcomes;
- How the project will be conducted;
- Timetable for completion;
- How best to evaluate the results (performance measures);
- Staffing needs, including use of existing staff and new hires or volunteers; and
- Preliminary budget, covering expenses and financial requirements, to determine what funding levels to seek.

When developing an idea for a proposal, it is also important to determine if the idea has already been considered in the applicant's locality or state. A thorough check should be made with state legislators, local government, and related public and private agencies which may currently have grant awards or contracts to do similar work. If a similar program already exists, the applicant may need to reconsider submitting the proposed project, particularly if duplication of effort is perceived. However, if significant differences or improvements in the proposed project's goals can be clearly established, it may be worthwhile to pursue federal or private foundation assistance.

Community Support

For many proposals, community support is essential. Once a proposal summary is developed, an applicant may look for individuals or groups representing academic, political, professional, and lay organizations which may be willing to support the proposal in writing. The type and caliber of community support is critical in the initial and subsequent review phases. Numerous letters of support can influence the administering agency or foundation. An applicant may elicit support from local government agencies and public officials. Letters of endorsement detailing exact areas of project sanction and financial or in-kind commitment are often requested as part of a proposal to a federal agency. Several months may be required to develop letters of endorsement since something of value (e.g., buildings, staff, services) is sometimes negotiated between the parties involved. Note that letters from Members of Congress may be requested once a proposal has been fully developed and is ready for submission.

While money is the primary concern of most grantseekers, thought should be given to the kinds of nonmonetary contributions that may be available. In many instances, academic institutions, corporations, and other nonprofit groups in the community may be willing to contribute technical and professional assistance, equipment, or space to a worthy project. Not only can such contributions reduce the amount of money being sought, but evidence of such local support is often viewed favorably by most grant-making agencies or foundations.

Many agencies require, in writing, affiliation agreements (a mutual agreement to share services between agencies) and building space commitments prior to either grant approval or award. Two useful methods of generating community support may be to form a citizen advisory committee or to hold meetings with community leaders who would be concerned

with the subject matter of the proposal. The forum may include the following:

- Discussion of the merits of the proposal,
- Development of a strategy to create proposal support from a large number of community groups, institutions, and organizations, and
- Generation of data in support of the proposal.

Identifying Funding Resources

Once the project has been specifically defined, the grant seeker needs to research appropriate funding sources. Both the applicant and the grantor agency or foundation should have the same interests, intentions, and needs if a proposal is to be considered an acceptable candidate for funding. It is generally not productive to send out proposals indiscriminately in the hope of attracting funding. Grant-making agencies and foundations whose interest and intentions are consistent with those of the applicant are the most likely to provide support. An applicant may cast a wide, but targeted, net. Many projects may only be accomplished with funds coming from a combination of sources, among them federal, state, or local programs and grants from private or corporate foundations.

The best funding resources are now largely on the Internet. Key sources for funding information include the federal government's *Catalog of Federal Domestic Assistance* (CFDA), <http://www.cfda.gov>, and the Foundation Center, <http://www.foundationcenter.org>, the clearinghouse of private and corporate foundation funding. For a summary of federal programs and sources, see CRS Report RL34012, *Resources for Grantseekers*, by Merete F. Gerli, and other CRS reports on topics such as community or social services block grants to states, rural development assistance, federal allocations for homeland security, and other funding areas, may be requested from a Senator or Representative.

A review of the government or private foundation's program descriptions' objectives and uses, as well as any use restrictions, can clarify which programs might provide funding for an idea. When reviewing individual CFDA program descriptions, applicants may also target the related programs as potential resources. Also, the kinds of projects the agency or foundation funded in the past may be helpful in fashioning your grant proposal. Program listings in the CFDA or foundation information will often include examples of past funded projects.

Many federal grants do not go directly to the final beneficiary, but are awarded through "block" or "formula" grants to state or local agencies which, in turn, distribute the funds. For more information, CRS Report R40486, *Block Grants: Perspectives and Controversies*, by Robert Jay Dilger and Eugene Boyd, and CRS Report R40638, *Federal Grants-In-Aid: An Historical Perspective on Contemporary Issues*, by Robert Jay Dilger, may be requested from a Representative or Senator.

There are many types of foundations: national, family, community, corporate, etc. For district or community projects, as a general rule, it is a good idea to look for funding sources close to home, which are frequently most concerned with solving local problems.

Corporations, for example, tend to support projects in areas where they have offices or plants. Most foundations only provide grants to nonprofit organizations (those registered by the Internal Revenue Service as having 501(c) tax-exempt status), though the Foundation Center publishes information about foundation grants to individuals.

Once a potential grantor agency or foundation is identified, an applicant may contact it and ask for a grant application kit or information. Federal agencies may refer applicants to the website Grants.gov. Later, the grant seeker may ask some of the grantor agency or foundation personnel for suggestions, criticisms, and advice about the proposed project. In many cases, the more agency or foundation personnel know about the proposal, the better the chance of support and of an eventual favorable decision.

Federal agencies are required to report funding information as funds are approved, increased, or decreased among projects within a given state depending on the type of required reporting. Also, grant seekers may consider reviewing the federal budget for the current and future fiscal years to determine proposed dollar amounts for particular budget functions.

The grant seeker should carefully study the eligibility requirements for each government or foundation program under consideration (see for example the Applicant Eligibility and Rules and Regulations sections of the CFDA program description). Federal department and agency websites generally include additional information about their programs. CFDA program descriptions and websites include information contacts. Applicants should direct questions and seek clarification about requirements and deadlines from the contacts. The applicant may learn that he or she is required to provide services otherwise unintended such as a service to particular client groups, or involvement of specific institutions. It may necessitate the modification of the original concept in order for the project to be eligible for funding. Questions about eligibility should be discussed with the appropriate program officer.

For federal grants, funding opportunities notices appear on the website Grants.gov at <http://www.grants.gov>. Applicants can search and sign up for email notification of funding opportunities, and download applications packages. To submit applications, registration is required. The grantseeker must also obtain Dun and Bradstreet (DUNS) and register with Central Contractor Registration (CCR): Grants.gov provides instructions and links. Deadlines for submitting applications are often not negotiable, though some federal programs do have open application dates (refer to the CFDA program description). For private foundation funding opportunities, grant seekers should contact foundations or check the Foundation Center's website for daily postings of Requests for Proposals (RFPs) at <http://foundationcenter.org/findfunders/fundingsources/rfp.html>. Specified deadlines are usually associated with strict timetables for agency or foundation review. Some programs have more than one application deadline during the fiscal or calendar year. Applicants should plan proposal development around the established deadlines.

Getting Organized to Write the Proposal

The grant seeker, after narrowing the field of potential funders, may want to approach the

most likely prospects to confirm that they might indeed be interested in the project. Many federal agencies and foundations are willing to provide an assessment of a preliminary one- or two-page concept paper before a formal proposal is prepared. The concept paper should give a brief description of the needs to be addressed, who is to carry out the project, what is to be accomplished, by what means, how long it will take, how the accomplishments will be measured, plans for the future, how much it will cost, and the ways this proposal relates to the mission of the funding source.

Developing a concept paper is excellent preparation for writing the final proposal. The grant seeker should try to see the project or activity from the viewpoint of the grant-making agency or foundation. Like the proposal, the concept paper should be brief, clear, and informative. It is important to understand that from the funder's vantage point, the grant is not seen as the end of the process, but only as the midpoint. The funder will want to know what will happen to the project once the grant ends. For example, will it be self-supporting or will it be used as a demonstration to apply for further funding? Will it need ongoing support, for how long, and what are the anticipated outcomes?

If the funding source expresses interest in the concept paper, the grant seeker can ask for suggestions, criticism, and guidance, before writing the final proposal.

Feedback and dialog are essential elements to a successful funding proposal.

Throughout the proposal writing stage, an applicant may want to keep a notebook or a file handy to write down or gather ideas and related materials for review. The gathering of documents such as articles of incorporation, tax exemption certificates, and bylaws should be completed, if possible, before the writing begins.

At the end of this report, useful websites cover proposal writing, give sample grant proposals (including a template for writing a proposal), and link to federal program information and grants management circulars.

Writing an Effective Grant Proposal

Overall Considerations

An effective grant proposal has to make a compelling case. Not only must the idea be a good one, but so must the presentation. Things to be considered include the following:

- All of the requirements of the funding source must be met: prescribed format, necessary inclusions, deadlines, etc.
- The proposal should have a clear, descriptive title.
- The proposal should be a cohesive whole, building logically, with one section leading to another; this is an especially important consideration when several people have been involved in its preparation.
- Language should be clear and concise, devoid of jargon; explanations should be offered for acronyms and terms which may be unfamiliar to someone outside the field.

- Each of the parts of the proposal should provide as brief but informative a narrative as possible, with supporting data relegated to an appendix.

At various stages in the proposal writing process, the proposal should be reviewed by a number of interested and disinterested parties. Each time it has been critiqued, it may be necessary to rethink the project and its presentation. While such revision is necessary to clarify the proposal, one of the dangers is that the original excitement of those making the proposal sometimes gets written out. Somehow, this must be conveyed in the final proposal. Applicants are advised: make it interesting!

Basic Components of a Proposal

The basic sections of a standard grant proposal include the following:

1. Cover letter
2. Proposal summary or abstract
3. Introduction describing the grant seeker or organization
4. Problem statement (or needs assessment)
5. Project objectives
6. Project methods or design
7. Project evaluation
8. Future funding
9. Project budget

Cover Letter

The one-page cover letter should be written on the applicant's letterhead and should be signed by the organization's highest official. It should be addressed to the individual at the funding source with whom the organization has dealt, and should refer to earlier discussions. While giving a brief outline of the needs addressed in the proposal, the cover letter should demonstrate a familiarity with the mission of the grantmaking agency or foundation and emphasize the ways in which this project contributes to these goals.

Proposal Summary: Outline of Project Goals

The grant proposal summary outlines the proposed project and should appear at the beginning of the proposal. It could be in the form of a cover letter or a separate page, but should definitely be brief—no longer than two or three paragraphs.

The summary should be prepared after the grant proposal has been developed in order to encompass all the key points necessary to communicate the objectives of the project. It is this document that becomes the cornerstone of the proposal, and the initial impression it gives will be critical to the success of the venture. In many cases, the summary will be the first part of the proposal package seen by agency or foundation officials and very possibly could be the only part of the package that is carefully reviewed before the decision is made to consider the project any further. When letters of support are written, the summary may be used as justification for the project.

The summary should include a description of the applicant, a definition of the problem to be solved, a statement of the objectives to be achieved, an outline of the activities and procedures to be used to accomplish those objectives, a description of the evaluation design, plans for the project at the end of the grants, and a statement of what it will cost the funding agency. It may also identify other funding sources or entities participating in the project.

For federal funding, the applicant should develop a project which can be supported in view of the local need. Alternatives, in the absence of federal support, should be pointed out. The influence of the project both during and after the project period should be explained. The consequences of the project as a result of funding should be highlighted, for example, statistical projections of how many people might benefit from the project's accomplishments.

Introduction: Presenting a Credible Applicant

In the introduction, applicants describe their organization and demonstrate that they are qualified to carry out the proposed project—they establish their credibility and make the point that they are a good investment, in no more than a page. Statements made here should be carefully tailored, pointing out that the overall goals and purposes of the applicant are consistent with those of the funding source. This section should provide the following:

- A brief history of the organization, its past and present operations, its goals and mission, its significant accomplishments, any success stories.
- Reference should be made to grants, endorsements, and press coverage the organization has already received (with supporting documentation included in the appendix).
- Qualifications of its professional staff, and a list of its board of directors.
- Indicate whether funds for other parts of the project are being sought elsewhere; such evidence will strengthen the proposal, demonstrating to the reviewing officer that all avenues of support have been thoroughly explored.
- An individual applicant should include a succinct resume relating to the objectives of the proposal (what makes the applicant eligible to undertake the work or project?).

Problem Statement or Needs Assessment

This section lays out the reason for the proposal. It should make a clear, concise, and well-supported statement of the problem to be addressed, from the beneficiaries' viewpoint, in no more than two pages.

The best way to collect information about the problem is to conduct and document both a formal and informal needs assessment for a program in the target or service area. The information provided should be both factual and directly related to the problem addressed by the proposal. Areas to document are as follows:

- Purpose for developing the proposal.
- Beneficiaries—who are they and how will they benefit.
- Social and economic costs to be affected.
- Nature of the problem (provide as much hard evidence as possible).
- How the applicant or organization came to realize the problem exists, and what is currently being done about the problem.
- Stress what gaps exist in addressing the problem that will be addressed by the proposal.
- Remaining alternatives available when funding has been exhausted. Explain what will happen to the project and the impending implications.
- Most important, the specific manner through which problems might be solved. Review the resources needed, considering how they will be used and to what end.

One of the pitfalls to be avoided is defining the problem as a lack of program or facility (i.e., giving one of the possible solutions to a problem as the problem itself). For example, the lack of a medical center in an economically depressed area is not the problem—the problem is that poor people in the area have health needs that are not currently being addressed. The problem described should be of reasonable dimensions, with the targeted population and geographic area clearly defined. It should include a retrospective view of the situation, describing past efforts to ameliorate it, and making projections for the future. The problem statement, developed with input from the beneficiaries, must be supported by statistics and statements from authorities in the fields. The case must be made that the applicant, because of its history, demonstrable skills, and past accomplishments, is the right organization to solve the problem.

There is a considerable body of literature on the exact assessment techniques to be used. Any local, regional, or state government planning office, or local university offering course work in planning and evaluation techniques should be able to provide excellent background references. Types of data that may be collected include historical, geographic, quantitative, factual, statistical, and philosophical information, as well as studies completed by colleges, and literature searches from public or university libraries. Local colleges or universities which have a department or section related to the proposal topic may help determine if there is interest in developing a student or faculty project to conduct a needs assessment. It may be helpful to include examples of the findings for highlighting in the proposal.

Project Objectives: Goals and Desired Outcome

Once the needs have been described, proposed solutions have to be outlined, wherever possible in quantitative terms. The population to be served, time frame of the project, and specific anticipated outcomes must be defined. The figures used should be verifiable. If the proposal is funded, the stated objectives will probably be used to evaluate program progress, so they should be realistic. There is literature available to help identify and write program objectives.

It is important not to confuse objectives with methods or strategies toward those ends. For example, the objective should not be stated as "building a prenatal clinic in Adams County," but as "reducing the infant mortality rate in Adams County to X percent by a specific date." The concurrent strategy or method of accomplishing the stated objective may include the establishment of mobile clinics that bring services to the community.

Program Methods and Program Design: A Plan of Action

The program design refers to how the project is expected to work and solve the stated problem. Just as the statement of objectives builds upon the problem statement, the description of methods or strategies builds upon the statement of objectives. For each objective, a specific plan of action should be laid out. It should delineate a sequence of justifiable activities, indicating the proposed staffing and timetable for each task. This section should be carefully reviewed to make sure that what is being proposed is realistic in terms of the applicant's resources and time frame. Outline the following:

1. The activities to occur along with the related resources and staff needed to operate the project ("inputs").
2. A flow chart of the organizational features of the project: describe how the parts interrelate, where personnel will be needed, and what they are expected to do. Identify the kinds of facilities, transportation, and support services required ("throughputs").
3. Explain what will be achieved through 1 and 2 above ("outputs"), that is, plan for measurable results. Project staff may be required to produce evidence of program performance through an examination of stated objectives during either a site visit by the grantor agency or foundation, and/or grant reviews which may involve peer review committees.
4. It may be useful to devise a diagram of the program design. Such a procedure will help to conceptualize both the scope and detail of the project.

Example:

Draw a three-column block. Each column is headed by one of the parts (inputs, throughputs, and outputs), and on the left (next to the first column) specific program features should be identified (i.e., implementation, staffing, procurement, and systems development). In the grid, specify something about the program design, for example, assume the first column is labeled inputs and

the first row is labeled staff. On the grid one might specify under inputs five nurses to operate a child care unit. The throughput might be to maintain charts, counsel the children, and set up a daily routine; outputs might be to discharge 25 healthy children per week.

5. Carefully consider the pressures of the proposed implementation, that is, the time and money needed to undertake each part of the plan. Wherever possible, justify in the narrative the course of action taken. The most economical method should be used that does not compromise or sacrifice project quality. The financial expenses associated with performance of the project will later become points of negotiation with the government or foundation program staff. If everything is not carefully justified in writing in the proposal, after negotiation with the grantor agencies or foundations, the approved project may resemble less of the original concept.

A Program Evaluation and Review Technique (PERT) chart could be useful and supportive in justifying some proposals. Larger projects can easily be laid out using commercial off-the-shelf project management software such as Microsoft Office Visio or Smart Draw. The software allows the project manager to construct a PERT chart that provides a graphical representation of all tasks in the project and the way tasks are related to each other. Such project manager software provides a variety of report formats that can be used to track project progress. The PERT chart and other related reports can be maintained on a network of computers so that all project participants can access the latest project information.

6. Highlight the innovative features of the proposal which could be considered distinct from other proposals under consideration.

7. Whenever possible, use appendixes to provide details, supplementary data, references, and information requiring in-depth analysis. These types of data, although supportive of the proposal, if included in the body of the proposal, could detract from its readability. Appendixes provide the proposal reader with immediate access to details if and when clarification of an idea, sequence or conclusion is required. Time tables, work plans, schedules, activities, methodologies, legal papers, personal vitae, letters of support, and endorsements are examples of appendixes.

Evaluation: Product and Process Analysis

An evaluation plan should be a consideration at every stage of the proposal's development. Data collected for the problem statement form a comparative basis for determining whether measurable objectives are indeed being met, and whether proposed methods are accomplishing these ends; or whether different parts of the plan need to be fine-tuned to be made more effective and efficient.

Among the considerations will be whether evaluation will be done by the organization itself or by outside experts. The organizations will have to decide whether outside experts have the standing in the field and the degree of objectivity that would justify the added expense, or whether the job could be done with sufficient expertise by its own staff,

without taking too much time away from the project itself.

Methods of measurement, whether standardized tests, interviews, questionnaires, observation, etc., will depend upon the nature and scope of the project. Procedures and schedules for gathering, analyzing, and reporting data will need to be spelled out.

The evaluation component is two-fold: (1) product evaluation and (2) process evaluation. "Product evaluation" addresses results that can be attributed to the project, as well as the extent to which the project has satisfied its stated objectives. "Process evaluation" addresses how the project was conducted, in terms of consistency with the stated plan of action and the effectiveness of the various activities within the plan.

Most federal agencies now require some form of program evaluation among grantees. The requirements of the proposed project should be explored carefully. Evaluations may be conducted by an internal staff member, an evaluation firm or both. Many federal grants include a specific time frame for performance review and evaluation. For instance, several economic development programs require grant recipients to report on a quarterly and annual basis. In instances where there are no specified evaluation periods, the applicant should state the amount of time needed to evaluate, how the feedback will be disseminated among the proposed staff, and a schedule for review and comment. Evaluation designs may start at the beginning, middle, or end of a project, but the applicant should specify a start-up time. It is desirable and advisable to submit an evaluation design at the start of a project for two reasons:

- Convincing evaluations require the collection of appropriate baseline data before and during program operations; and
- If the evaluation design cannot be prepared at the outset then a critical review of the program design may be advisable.

Even if the evaluation design has to be revised as the project progresses, it is much easier and cheaper to modify a good design. If the problem is not well defined and carefully analyzed for cause and effect relationships, then a good evaluation design may be difficult to achieve. Sometimes a pilot study is needed to begin the identification of facts and relationships. Often a thorough literature search may be sufficient.

Evaluation requires both coordination and agreement among program decision makers. Above all, the federal grantor agency's or foundation's requirements should be highlighted in the evaluation design. Also, grantor agencies may require specific evaluation techniques such as designated data formats (an existing information collection system) or they may offer financial inducements for voluntary participation in a national evaluation study. The applicant should ask specifically about these points. Also, for federal programs, consult the "Criteria For Selecting Proposals" section of the CFDA program description to determine the exact evaluation methods to be required for a specific program if funded.

Future Funding

The last narrative part of the proposal explains what will happen to the program once the

grant ends. It should describe a plan for continuation beyond the grant period, and outline all other contemplated fund-raising efforts and future plans for applying for additional grants. Projections for operating and maintaining facilities and equipment should also be given. The applicant may discuss maintenance and future program funding if program funds are for construction activity; and may account for other needed expenditures if program includes purchase of equipment.

Budget Development and Requirements

Although the degree of specificity of any budget will vary depending upon the nature of the project and the requirements of the funding source, a complete, well-thought-out budget serves to reinforce the applicant's credibility and to increase the likelihood of the proposal being funded. The estimated expenses in the budget should build upon the justifications given in the narrative section of the proposal. A well-prepared budget should be reasonable and demonstrate that the funds being asked for will be used wisely. The budget should be as concrete and specific as possible in its estimates. Every effort should be made to be realistic, to estimate costs accurately, and not to underestimate staff time.

The budget format should be as clear as possible. It should begin with a Budget Summary, which, like the Proposal Summary, is written after the entire budget has been prepared. Each section of the budget should be in outline form, listing line items under major headings and subdivisions. Each of the major components should be subtotaled with a grand total placed at the end. If the funding source provides forms, most of these elements can simply be filled into the appropriate spaces.

Generally, budgets are divided into two categories, personnel costs and non-personnel costs. In preparing the budget, the applicant may first review the proposal and make lists of items needed for the project. The personnel section usually includes a breakdown of the following items:

- salaries (including increases in multiyear projects),
- fringe benefits such as health insurance and retirement plans, and
- consultant and contract services.

The items in the non-personnel section will vary widely, but may include

- space/office rental or leasing costs,
- utilities,
- purchase or rental of equipment,
- training to use new equipment, and
- photocopying, office supplies.

Some hard to pin down budget areas are: utilities, rental of buildings and equipment, salary increases, food, telephones, insurance, and transportation. Budget adjustments are sometimes made after the grant award, but this can be a lengthy process. The applicant should be certain that implementation, continuation, and phase-down costs can be met. Costs associated with leases, evaluation systems, hard/soft match requirements, audits,

development, implementation and maintenance of information and accounting systems, and other long-term financial commitments should be considered.

A well-prepared budget justifies all expenses and is consistent with the proposal narrative. Some areas in need of an evaluation for consistency are as follows:

- Salaries in the proposal in relation to those of the applicant organization should be similar.
- If new staff persons are being hired, additional space and equipment should be considered, as necessary.
- If the budget calls for an equipment purchase, it should be the type allowed by the grantor agency.
- If additional space is rented, the increase in insurance should be supported.
- In the case of federal grants, if an indirect cost rate applies to the proposal, such as outlined by the Office of Management and Budget (OMB) in Circulars such as numbers A-122, A-21, and A-87 (see http://www.whitehouse.gov/omb/grants/grants_circulars.html), the division between direct and indirect costs should not be in conflict, and the aggregate budget totals should refer directly to the approved formula.
- If matching funds are required, the contributions to the matching fund should be taken out of the budget unless otherwise specified in the application instructions.

In learning to develop a convincing budget and determining appropriate format, reviewing other grant proposals is often helpful. The applicant may ask government agencies and foundations for copies of winning grants proposals. Grants seekers may find the following examples of grants budgets helpful:

- Budget Information, Instructions and Forms
<http://www.neh.gov/grants/guidelines/pdf/BudgetInstructions.pdf>
- Foundation Center: Examples of Nonprofit Budgets
<http://foundationcenter.org/getstarted/faqs/html/samplebudget.html>
- Getting Your Grant Proposal Budget Right
<http://nonprofit.about.com/od/foundationfundinggrants/a/grantbudget.htm>
- Grant-writing Tools for Non-Profit Organizations: Full Proposal Budget
<http://www.npguides.org/guide/budget.htm>
- Proposal Budgeting Basics
http://foundationcenter.org/getstarted/tutorials/prop_budgt/index.html
- UWRF Grants Office: Budgets (University of Wisconsin)
<http://www.uwrf.edu/grants/budgets.htm>

In preparing budgets for government grants, the applicant may keep in mind that funding levels of federal assistance programs change yearly. It is useful to review the appropriations and average grants or loans awarded over the past several years to try to project future funding levels: see "Financial Information" section of the CFDA program description for fiscal year appropriations and estimates; and "Range and Average of Financial Assistance" for prior years' awards. However, it is safer never to anticipate that the income from the grant will be the sole support for larger projects. This consideration

should be given to the overall budget requirements, and in particular, to budget line items most subject to inflationary pressures. Restraint is important in determining inflationary cost projections (avoid padding budget line items), but the applicant may attempt to anticipate possible future increases.

For federal grants, it is also important to become familiar with grants management requirements. The CFDA identifies in the program description OMB circulars applicable to each federal program. Applicants should review appropriate documents while developing a proposal budget because they are essential in determining items such as cost principles, administrative and audit requirements and compliance, and conforming with government guidelines for federal domestic assistance. OMB circulars are available in full text on the Web at http://www.whitehouse.gov/omb/grants/grants_circulars.html.

To coordinate federal grants to states, Executive Order 12372, "Intergovernmental Review of Federal Programs," was issued to foster intergovernmental partnership and strengthen federalism by relying on state and local processes for the coordination and review of proposed Federal financial assistance and direct federal development. The executive order allows each state to designate an office to perform this function, addresses of which may be found at the OMB website at <http://www.whitehouse.gov/omb/grants/spoc.html>. States that are not listed on this Web page have chosen not to participate in the intergovernmental review process. If the applicant is located within one of these states, he or she may still send application materials directly to a federal awarding agency.

Proposal Appendix

Lengthy documents that are referred to in the narrative are best added to the proposal in an appendix. Examples include letters of endorsement, partial list of previous funders, key staff resumes, annual reports, statistical data, maps, pictorial material, and newspaper and magazine articles about the organizations. Nonprofit organizations should include an IRS 501(c)(3) Letter of Tax Exempt Status.

Additional Proposal Writing Websites

All About Grants Tutorials (National Institutes of Health)

<http://www.niaid.nih.gov/ncn/grants/default.htm>

Grant Writing Tips Sheet http://grants1.nih.gov/grants/grant_tips.htm

EPA Purdue University Grant-Writing Tutorial (Environmental Protection Agency)

<http://www.purdue.edu/envirosoft/grants/src/msieopen.htm>

Grant-writing Tools for Non-Profit Organizations (Non-Profit Guides)

<http://www.npguides.org/>

Sample proposals: http://www.npguides.org/guide/sample_proposals.htm

Proposal Writing Short Course (Foundation Center; English and Spanish)

<http://fdncenter.org/learn/shortcourse/prop1.html>

Where can I find examples of grant proposals?

http://foundationcenter.org/getstarted/faqs/html/proposal_writing.html

Sample Proposals (SchoolGrants.org)

<http://www.k12grants.org/samples/>

Selected Proposal Writing Websites (University of Pittsburgh)

<http://www.pitt.edu/~offres/proposal/propwriting/websites.html>

Tips on Writing a Grant Proposal (Environmental Protection Agency)

<http://www.epa.gov/ogd/recipient/tips.htm>

Writing a Successful Grant Proposal (Minnesota Council on Foundations)

<http://www.mcf.org/mcf/grant/writing.htm>

Requesting a Letter of Support

Once you are ready to apply for a grant, you can contact my office to request a letter of support. Please complete the form at http://deLauro.house.gov/files/Grants_Info_Form.pdf and submit it along with a copy of a draft letter of support. To receive a letter of support, **a sample letter must be attached. Your request must be submitted at least two weeks prior to the due date.** Please mail or fax your request to:

Office of Congresswoman Rosa L. DeLauro

Attn: Kimberly Junior

59 Elm Street, Suite 205

New Haven, CT 06510-2036

Fax: (203) 776-2260

Overview: A Guide to Federal Accounts

One of the elements of the grant process is connecting your organization's needs with an appropriate federal program or funding account. These materials provide additional information on the potential assistance available to your organization.

In the following section, you will find a comprehensive list of those programs and accounts. Wherever possible, detailed information about each account can be found outlining the description, applicable cost shares, eligibility restrictions, limitations on the use of funding, and links to additional helpful information. This information was compiled with available materials provided by the Catalog of Federal Domestic Assistance (CFDA), information posted publicly by the relevant departments and agencies, among others.

EXAMPLE LAYOUT

Department is underlined and in bold

Agency

<i>Account Name</i>	
Description:	This is a general description of the program, its purpose and goals.
Cost Share:	Here, any non-federal contributions are noted where available. It is <u>very important</u> to take note of any required cost shares when compiling your request.
Eligibility:	Some programs are geared only to certain organizations or those with specified goals/intents. Where available, eligibility is listed here.
Limitations:	Many programs have statutory limitations on the use of funds. Any activities that are not allowed are listed here, where available.
Avg. Project Range:	This the typical range level of funding provided to projects approved in an appropriations bill. This will help guide you in submitting a reasonable and realistic request.
Additional information:	When available, a link to a website for the program, information about eligibility, limitations and goals is provided here.

Department of Agriculture

Agriculture Research Service (ARS)

Building and Facilities/Salaries and Expenses

Description:	This account funds programs that conduct long-term, high-risk, basic and applied research on subjects of national and regional importance, including: research with soil, water, and air sciences; plant sciences; animal sciences; commodity conversion and delivery; human nutrition; integrations of agricultural systems; and agricultural information and library services. Further, the account funds ARS's acquisition of land and the construction, repair, improvement, and extension of its facilities as needed to carry out its agricultural research programs.
Cost Share:	No cost share requirement.
Avg. Project Range:	\$300,000 to \$2.5 million
Additional information:	http://www.ars.usda.gov/AboutUs/AboutUs.htm

National Institute of Food and Agriculture

Cooperative State Research, Education, & Extension Service (CSREES)

Description:	The account provides partial financial assistance for CSREES partnerships in research and education between USDA, the land-grant university system, and other private sector research and educational institutions. Further, the account may provide funds for the dissemination of practical applications obtained from agricultural research innovation through the nation's land-grant colleges.
Cost Share:	No cost share requirement.
Avg. Range:	\$200,000 to \$700,000

Additional information: | http://www.csrees.usda.gov/about/fed_asst.html

Animal and Plant Health Inspection Service (APHIS)

Salaries and Expenses

Description:	This account funds APHIS programs designed to protect the animal and plant resources of the nation from diseases and pests through animal and plant inspection and quarantine activities, management of outbreaks, and regulation of the humane care and treatment of animals.
Cost Share:	No cost share requirement.
Avg. Range:	\$200,000 to \$600,000
Additional information:	http://www.aphis.usda.gov/about_aphis/programs.shtml

Natural Resources Conservation Service (NRCS)

Conservation Operations

Description:	Funds the technical, education, and financial assistance that the NRCS provides to eligible partners, such as farmers, conservation districts, universities and NGOs to address soil, water, and other natural resources concerns in an environmentally beneficial and cost-effective manner.
Cost Share:	No cost share requirement.
Avg. Range:	\$200,000 to \$1.0 million

Watershed/Flood Prevention Operations

Description:	Supports programs that facilitate activities between federal, state and local governments to reduce flood damage, protect watershed, improve water quality
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and supply, reduce soil erosion, and provide recreation in small watersheds.

Cost Share: No cost share requirement.

Eligibility: In most circumstances, the project must first be reviewed and authorized by the National Resources Conservation Service before it would be eligible to be submitted as a federal funding request. If you believe your project should be eligible, please contact your Congressional office.

Avg. Range: \$300,000 to \$1.5 million

Additional information: <http://www.nrcs.usda.gov/programs/watershed/index.html>

Department of Commerce (DOC)

International Trade Administration (ITA)

Description: The account assists various organizations identified by Congress to expand exports and to promote job creation through projects designed to provide small-medium sized businesses with export assistance to specified overseas markets.

Cost Share: No cost share requirement.

Eligibility: Funding is typically awarded to colleges and universities.

Avg. Project Range: \$350,000 to \$1 million.

Additional information: <http://www.trade.gov/>

Minority Business Development Agency (MBDA)

Description: The account assists minority businesses in achieving effective and equitable participation in the American free enterprise system and in overcoming social and economic disadvantages that have limited their participation in the past.

Cost Share:	No cost share requirement.
Eligibility:	Funding is typically awarded to universities, minority serving institutions or Native American tribes for programs in support of Minority Business Enterprises.
Avg. Range:	\$100,000 to \$500,000.
Additional information:	http://www.mbda.gov/?section_id=2

National Oceanic and Atmospheric Administration

Operations, Research, and Facilities

Description:	The objectives of the overall program are to facilitate education, research and development in the fields of marine and atmospheric science, and to provide a provision of assistance for the construction of suitable facilities for these activities, as specified by Congress.
Cost Share:	No cost share requirement.
Eligibility:	Eligible applicants include State and local governments, including their universities and colleges, quasi-governmental agencies, private universities and colleges, and private profit and nonprofit organizations and/or individuals.
Limitations:	Appropriated funds can be used for construction of facilities and construction-related activities to support education, research and development associated with issues of atmospheric or marine sciences. Specific restrictions, other than those mandated for grants, are evaluated on an individual grant or program basis.
Avg. Range:	\$300,000 to \$600,000
Additional information:	https://www.cfda.gov/index?s=program&mode=form&tab=step1&id=6e34bacc57dcb100693d9df5467040e7

Department of Education (ED)

Fund for the Improvement of Education (FIE)

Description:	<p>Nearly all elementary and secondary education earmarks are designated under the Fund for the Improvement of Education, which authorizes most activities conducted by school districts.</p> <p>Examples of the types of activities that can be funded under FIE include instructional services, after school centers, curricula development, teacher training, acquisition of books and computers, arts education, and early childhood education. In general, the focus of FIE projects should be providing educational services to K-12 students.</p> <p>Projects to provide and improve special education services at the elementary and secondary levels are also earmarked under FIE. Projects may include early intervention services for infants and toddlers, transition services, and postsecondary education services.</p>
Cost Share:	No cost share requirement.
Eligibility:	Eligible grantees are state education agencies, school districts, colleges and universities, and other public and private entities.
Limitations:	<p>Funds cannot be used for construction (or the acquisition of property), renovation or wiring of buildings. In addition, grantees may not restrict participants based on race, ethnicity or gender. Finally, recipients of funds may not sub-grant to other organizations or agencies.</p> <p>For FIE, daycare and childcare projects that do not include educational services are also not eligible.</p>
Avg. Project Range:	\$150,000 to \$900,000
Additional information:	http://www.ed.gov/programs/fie/index.html

Fund for the Improvement of Postsecondary Education (FIPSE)

Description:	Funding can be designated under this heading for a wide variety of higher education projects. Generally, projects should focus on improving access to, or the
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quality of, postsecondary education.

Examples of the types of projects that can be funded under FIPSE include projects to hire and train faculty, establish and improve degree programs, improve teacher preparation programs, develop and improve curricula, upgrade technology and telecommunications, acquire science laboratory equipment, provide student support, implement university partnerships with school districts, and establish research and training centers.

Cost Share: No cost share requirement.

Eligibility: Grantees are usually colleges and universities, but can be other public and private nonprofit organizations.

Limitations: Funds cannot be used for construction (or the acquisition of property), renovation or wiring of buildings. In addition, grantees may not restrict participants based on race, ethnicity or gender. Finally, recipients of funding may not sub-grant to other organizations or agencies.

Avg. Range: \$100,000 to \$500,000

Additional information: <http://www.ed.gov/programs/ope-directed/applicant.html>

Rehabilitation Services & Disability Research

Description: This account supports state grants to help persons with mental or physical impairments become gainfully employed. It also funds a series of state and national programs that support demonstration training activities, recreational programs for persons with disabilities, partnerships with business and industry, independent living, and technology to assist persons with mental or physical disabilities. Within this account, the Demonstration and Training program serves as the one program under which virtually all earmarks were designated for specific projects related to the improvement or expansion of services and assistance for adults with disabilities.

Avg. Range: \$75,000 to \$200,000

Additional information: <http://www.ed.gov/rschstat/research/pubs/programs.html>

Department of Energy

Energy Efficiency and Renewable Energy

Description:	<p>Energy Efficiency and Renewable Energy (EERE) programs are meant to strengthen the United States' energy security, environmental quality, and economic vitality in public-private partnerships. It supports this goal through enhancing energy efficiency and productivity; bringing clean, reliable and affordable energy technologies to the marketplace; and making a difference in the everyday lives of Americans by enhancing their energy choices and their quality of life.</p> <p>EERE funding supports research in a wide array of areas, including: biomass; reducing commercial and residential building energy use; geothermal; hydrogen and fuel cells; reducing industrial energy use and emissions; solar; vehicle technology; weatherization; wind; and hydropower.</p>
Cost Share:	<p>EERE projects are generally subject to a non-federal cost share of between 20% and 50%. The amount of required cost sharing will depend on the scope and technological maturity of your project:</p> <ul style="list-style-type: none">- Research and development projects - minimum 20% cost share- Demonstration or commercial projects - minimum 50% cost share- Outreach and educational projects - no minimum cost share- Fundamental science projects - no minimum cost share <p>Some projects may contain elements of more than one of the categories shown above. Therefore, some projects may have a blended cost share subject to consideration and negotiation with the Department of Energy, if your project is supported in a congressional funding bill.</p>
Eligibility:	<p>Profit organizations, private nonprofit institutions/organizations, intrastate, interstate, and local agencies and universities may apply.</p>
Avg. Range:	<p>\$200,000 to \$1 million</p>
Additional information:	<p>http://www.eere.energy.gov/ https://www.cfda.gov/?s=program&mode=form&tab=step1&id=cd303acb2161c311</p>

Electricity Delivery and Energy Reliability

Description:	Funds national efforts to modernize the electric grid, enhance security and reliability of the energy infrastructure, and facilitate recovery from disruptions to the energy supply.
Cost Share:	<p>Electricity Delivery and Energy Reliability projects are generally subject to a non-federal cost share of between 20% and 50%. The amount of required cost sharing will depend on the scope and technological maturity of your project:</p> <ul style="list-style-type: none">- Research and development projects - minimum 20% cost share- Demonstration or commercial projects - minimum 50% cost share- Outreach and educational projects - no minimum cost share- Fundamental science projects - no minimum cost share <p>Some projects may contain elements of more than one of the categories shown above. Therefore, some projects may have a blended cost share subject to consideration and negotiation with the Department of Energy, if your project is supported in a congressional funding bill.</p>
Eligibility:	All types of domestic entities are eligible to apply, such as profit organizations, private nonprofit institutions/organizations, universities, research organizations, and state and local governments. Not eligible are Federal agencies, Federally Funded Research and Development Center (FFRDC) Contractors, and nonprofit organizations.
Avg. Range:	\$200,000 to \$1 million
Additional information:	<p>http://www.oe.energy.gov/ https://www.cfda.gov/?s=program&mode=form&tab=step1&id=b0099e71b636742434560065a9e35baa</p>

Nuclear Energy

Description:	This funding is used to advance nuclear power as a resource capable of making major contributions in meeting the nation's energy supply, environmental, and energy security needs by resolving technical, cost, safety, security and regulatory issues, through research, development, and demonstration.
Eligibility:	Federal, State, local governments, universities, consortia, nonprofit institutions, commercial corporations, and individuals may apply.
Avg. Range:	\$500,000 to \$2,000,000; Only two projects were funded in the 2010 bill.
Additional information:	http://www.ne.doe.gov/ https://www.cfda.gov/?s=program&mode=form&tab=step1&id=71101412e043db9bcf12fb1929a67920

Fossil Energy R&D

Description:	<p>Funding in this account is used to promote the development and use of environmentally and economically superior technologies for supply, conversion, delivery, utilization and reliability constraints of producing and using fossil fuels. The program's goals include lower energy costs, reduced environmental impact, increased technology exports, and reduced dependence on insecure energy sources.</p> <p>Projects funded in this account cover a range of categories, including:</p> <ul style="list-style-type: none">• Clean Coal Power Initiative• FutureGen• Fuels and Power Systems• Natural Gas Technologies• Petroleum – Oil Technology• Plant and Capital Management• Fossil Energy Environmental Restoration
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Cost Share:	<p>Fossil Energy R&D projects are generally subject to a non-federal cost share of between 20% and 50%. The amount of required cost sharing will depend on the scope and technological maturity of your project:</p> <ul style="list-style-type: none"> - Research and development projects - minimum 20% cost share - Demonstration or commercial projects - minimum 50% cost share - Outreach and educational projects - no minimum cost share - Fundamental science projects - no minimum cost share <p>Some projects may contain elements of more than one of the categories shown above. Therefore, some projects may have a blended cost share subject to consideration and negotiation with the Department of Energy, if your project is supported in a congressional funding bill.</p>
Eligibility:	States, local governments, universities, governmental entities, consortia, nonprofit institutions, commercial corporations, joint Federal/Industry corporations, U.S. Territories, and individuals are eligible to apply.
Avg. Range:	\$250,000 to \$900,000
Additional information:	<p>http://fossil.energy.gov/</p> <p>https://www.cfda.gov/?s=program&mode=form&tab=step1&id=a38d01be2a80f683ed9345b45e8e431b</p>

Science

Description:	<p>Funding in this account is used to provide financial support for fundamental research in the basic sciences and advanced technology concepts and assessments in fields related to energy.</p> <p>Funds the Department's work on high energy physics, nuclear physics, biological and environmental sciences, basic energy sciences, advanced scientific computing, maintenance of the laboratories physical infrastructure, fusion energy sciences, safeguards and security, workforce development for teachers and scientists, safeguards and security at Office of Science facilities, and science program direction.</p>
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Cost Share: This program has no statutory formula. In some cases, cost sharing is encouraged by the Dept of Energy but not required.

Eligibility: Colleges and universities, nonprofit organizations, for-profit commercial organizations, State and local governments, small businesses.

Avg. Range: \$300,000 to \$1,000,000

Additional information: <http://www.er.doe.gov/>
<https://www.cfda.gov/?s=program&mode=form&tab=step1&id=b41ebc27096da27ff4bd3fc9aab0675b>

National Nuclear Security Administration (NNSA)

Description: Funding in this account is used to conduct basic and applied research and development that enhances U.S. national security and reduces the global danger related to the proliferation of weapons of mass destruction and special nuclear materials through needs-driven research and development. The emphasis is on developing the requisite technologies to detect and deter nuclear proliferation and to meet U.S. nuclear detonation detection goals.

Several accounts under NNSA are earmarkable, including Weapons Activities, Defense Nuclear Nonproliferation, Office of Administrator, Defense Environmental Cleanup, and more.

Cost Share: No cost share requirement.

Eligibility: Universities (public and private), institutions of higher education with postdoctoral programs, and nonprofit non-government organizations (public and private) whose activities benefit the general public through results which are available to the National Nuclear Security Administration (NNSA), other U.S. government agencies, and universities and institutions of higher learning may apply.

Avg. Range:	\$250,000 to \$2,000,000; Only 5 projects were included in the 2010 bill.
Additional information:	http://nnsa.energy.gov/ https://www.cfda.gov/?s=program&mode=form&tab=step1&id=6148eee7f82df3803a8b356d5f809dbc

Department of Health and Human Services (HHS)

Administration for Children and Families (ACF)

Child Abuse Prevention

Description:	Provides grants for research, demonstration projects, information dissemination, and technical assistance related to the prevention, identification, and treatment of child abuse or neglect.
Cost Share:	No cost share requirement.
Eligibility:	State, local and tribal governments, public institutes of higher education, non-profit organizations, hospitals.
Limitations:	Funds cannot be used for construction, or for services (such as primary health care) not related to child abuse prevention or treatment.
Avg. Range:	\$50,000 to \$300,000
Additional information:	http://www.acf.hhs.gov/index.html https://www.cfda.gov/index?s=program&mode=form&tab=step1&id=869b1c2e79e85c33ba21801987516583

Social Services

Description:	Grants for research or for demonstration projects relating to subjects such as family violence prevention, child welfare, teen pregnancy reduction, abstinence education, strengthening of families, facilitating transition from welfare to work, and for services for individuals with autism and their families. On a limited basis, funding can be provided for developmental disability services.
Cost Share:	No cost share requirement.

Eligibility:	State, local and tribal governments, public institutes of higher education, non-profit organizations, hospitals.
Limitations:	Funds cannot be used for construction or to acquire land for buildings.
Avg. Range:	\$85,000 to \$300,000
Additional information:	https://www.cfda.gov/index?s=program&mode=form&tab=step1&id=9d20305a784b2dee330628b60ce48580

Administration on Aging (AOA)

Aging research, demonstrations, and training

Description:	<p>Fundable activities include demonstration of new methods and practices to improve the quality and effectiveness of programs and services, evaluation of existing programs and services, applied social research, and training programs for workers in the field of aging.</p> <p>To be eligible, proposed demonstration projects should involve new, innovative approaches and include an evaluation component.</p>
Cost Share:	The account requires a cost share of at least 25 percent of total costs.
Eligibility:	The recipient must be a non-profit.
Limitations:	<p>Projects that merely continue or expand ongoing services are generally not eligible, unless something new or innovative is being demonstrated.</p> <p>Funds <i>cannot</i> be used for medical care, institutional care, income maintenance, scientific or medical research, construction, or equipment purchases (except for equipment necessary to carry out an otherwise eligible project).</p>
Avg. Range:	\$100,000 to \$500,000
Additional information:	http://www.aoa.gov

Centers for Disease Control and Prevention (CDC)

Centers for Disease Control and Prevention (CDC)

Description:	Projects requested under this heading should fit within one of the public health mission areas of CDC, such as support for public health departments and functions, education and outreach related to prevention and control of chronic diseases, response and preparedness for bioterrorism and other public health emergencies, immunization, or projects in environmental or occupational health.
Eligibility:	State and local governments, health centers, hospitals, institutes of higher education, non-profit organizations.
Limitations:	Funds cannot support biomedical research (clinical trials, genetic efforts, and medical interventions). CDC grant funds cannot be used for construction or procurement of furnishings and vehicles. With the limited exceptions provided below, CDC grant funds cannot be used to support medical, clinical and primary care services, or screening or diagnostic testing. Furthermore, funds cannot support the payment for professional staff to perform these services. Authorized exceptions: (1) Breast and Cervical Cancer Early Detection Program; (2) Colorectal Cancer Demonstration Project; (3) Vision Health and Glaucoma; (4) World Trade Center medical monitoring and screening; (5) Some HIV screening (for those for whom it is recommended, e.g. sexually active women under 26 years of age); (6) Some TB Screening, e.g. TB screening for close contacts of persons with active disease; (7) STD Screening; (8) Hepatitis C Screening; (9) WISEWOMAN: blood pressure, cholesterol, and diabetes screenings for underinsured or uninsured women 40 to 64 years of age.
Avg. Range:	\$100,000 to \$500,000

Centers for Medicare and Medicaid Services (CMS)

CMS Research and Demonstration

Description:	Under CMS, earmarks are done <i>only</i> for research and demonstration projects. Funded projects should relate to one of the missions of CMS, such as improving health care and access to health care for seniors, people with disabilities, and low-income and uninsured individuals and families.
Eligibility:	State and local governments, non-profits, health agencies and hospitals
Limitations:	CMS research and demonstration funds <i>cannot</i> be used for construction, or for clinical or other biomedical research.

Avg. Range:	\$100,000 to \$400,000; Very few projects funded in FY2010.
Additional information:	https://www.cfda.gov/index?s=program&mode=form&tab=step1&id=06ccdc7d9c47219194c5eea1e7949e5a

Health Resources and Services Administration (HRSA)

Health Facilities Construction and Equipment

Description:	<p>Provides help with the cost of construction, renovation, and/or capital equipment for facilities for provision of health, mental health, and substance abuse services, training of health professionals, or medical research. Examples of eligible facilities include: hospitals; health centers and clinics; skilled nursing facilities; mental health centers; facilities for schools of medicine, nursing or other health professions; and medical research laboratories.</p> <p>In addition to construction and renovation, grants can be used to acquire capital equipment, such as lab equipment or x-ray machines. Equipment-only grants—that is, grants not involving construction—are permissible (and commonly done). Generally, any equipment having a useful life of more than one year and a unit cost of at least \$5,000 will be eligible as capital equipment. In addition, equipment with lower costs may also be eligible, provided that it is treated as an item of capital expense under the recipient institution’s pre-existing, written accounting policies. Equipment expenses for health information systems and electronic medical records systems <i>are</i> permitted expenditures.</p>
Cost Share:	No cost share requirement.
Eligibility:	State and local governments, non-profits, health agencies and hospitals
Limitations:	The costs of expendable supplies such as pharmaceuticals, lab chemicals, or office paper are <i>not</i> eligible. HRSA Health Facilities grants <i>cannot</i> be used to acquire land or purchase existing buildings, or to pay salaries or other operating costs. With limited exceptions, they cannot be used to pay for work previously done. Grants can be used for architectural and engineering costs associated with an eligible construction project, but cannot be used for general feasibility studies.
Avg. Range:	\$70,000 to \$350,000
Additional information:	https://www.cfda.gov/index?s=program&mode=form&tab=step1&id=186ced05c16bf14e646842acb3b1cab0

HHS – Office of the Secretary

Minority & Women's Health

Description:	Projects are done for projects aimed at reducing health disparities and improving the health status of minorities and women. Examples of projects usually eligible include health education and outreach, training for health professionals, and health services research.
Limitations:	Funds cannot be used for medical treatment or other clinical services, for clinical or other biomedical research, or for construction.
Avg. Range:	\$200,000 to \$400,000; Only 3 projects funded in House FY2010 bill.

Substance Abuse and Mental Health Services Administration (SAMHSA)

Mental Health & Substance Abuse Prevention

Description:	Projects within SAMHSA can be used for mental health or substance abuse treatment services or for substance abuse prevention programs.
Limitations:	Funds <i>cannot</i> be used for construction (other than a limited amount of renovation necessary to carry out a funded project).
Avg. Range:	\$90,000 to \$200,000
Additional information:	https://www.cfda.gov/index?s=program&mode=form&tab=step1&id=1e0ab253fc3770c62e82f0b94ef38f71

Department of Homeland Security

Federal Emergency Management Agency

Pre-disaster Mitigation (PDM)

Description:	The PDM program seeks to reduce damages and the loss of life and property from natural hazards through the development and implementation of mitigation projects that are consistent with the goals and objectives identified in hazard mitigation plans. Mitigation is defined as sustained action taken to reduce or eliminate long-term risk to
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people and property from natural hazards and their effects. Effective mitigation projects are critical to reducing natural hazard vulnerabilities and are a key component of the PDM program.

Cost Share:

In most cases, the account requires a cost share of at least 25 percent of total costs.

Eligibility:

Local or State emergency management agency or a similar office (*i.e.*, the office that has primary emergency management responsibility), or public universities, are eligible to apply for assistance. **The official applicant is the State, therefore to the extent feasible all projects should be vetted with the State agency responsible for emergency management.**

Limitations:

The following are examples of eligible mitigation projects:

- Voluntary acquisition of real property (*i.e.* structures and land, where necessary) for conversion to open space in perpetuity.
- Relocation of public or private structures. Relocation is the movement of a structure from one place to another. Relocation must be from an identified hazard area to an area of lower risk.
- Elevation of existing public or private structures to avoid coastal or riverine flooding to meet or exceed current National Flood Insurance Program elevation requirements.
- Structural retrofitting and non-structural retrofitting (*e.g.*, storm shutters, hurricane clips, bracing systems) of existing public or private structures to meet or exceed applicable building codes relative to hazard mitigation.
- Construction of safe rooms (tornado and severe wind shelters) for public and private structures that meet the FEMA construction criteria in FEMA 320 “Taking Shelter from the Storm” and FEMA 361 “Design and Construction Guidance for Community Shelters”.
- Hydrologic and hydraulic studies/analyses, engineering studies, and drainage studies for the purpose of project design and feasibility in conjunction with a project.
- Vegetation management for natural dune restoration, wildfire or snow

avalanche.

Eligible Planning Activities

- PDM funding may be used for the development of a new mitigation plan or comprehensive review and update of an existing FEMA-approved hazard mitigation plan.
- Hazard mitigation planning activities must primarily focus on natural hazards but may also address hazards caused by manmade events.
- Plans may be either single or multi-jurisdictional. Countywide or multi-jurisdictional hazard mitigation plans may be submitted for funding, as many mitigation issues are better resolved by evaluating hazards in a more comprehensive fashion.
- Mapping activities must not duplicate eligible mapping activities available under any other Federal program or agency, such as National Flood Insurance Program map modernization activities and/or flood mapping activities.

Avg. Project Range:

\$200,000 to \$1 million.

Additional information:

<http://www.fema.gov/government/grant/pdm/index.shtm>

<https://www.cfda.gov/index?s=program&mode=form&tab=step1&id=3af5d4391e63a27f099329d635d98b58>

State and Local Programs – Emergency Operation Centers

Description:

Provides grants to states and local governments for equipping, upgrading, and constructing State and local emergency operations centers.

Cost Share:

The account requires a cost share of at least 25 percent of total costs.

Eligibility:

State and local governments.

Limitations:

Grants are limited to the equipping, upgrading, and constructing of emergency operation centers. No funds will be provided for the following activities: fire station construction/renovation; explosive detection systems procurement and installation at

airports, rail or transit stations; university programs not previously authorized or funded; construction of training centers; communications equipment not associated with the EOC; firefighter apparatus; 911 call centers; emergency vehicles; and regional biocontainment laboratories.

Avg. Range: \$200,000 to \$1 million.

Additional information: <https://www.cfda.gov/index?s=program&mode=form&tab=step1&id=9d171b2df6d2bc16e03c9164e8fa6c76>

United States Coast Guard

Alterations of Bridges

Description:	This account provides funding to alter bridges that have been found to be unreasonably obstructive to navigation.
Cost Share:	The bridge owner is responsible for such part of the cost as determined by the Secretary of the Coast Guard. This cost will be determined by examining the direct and special benefits which will accrue to the bridge owner as a result of the alteration, including the expectable savings in repair or maintenance costs.
Eligibility:	Bridge owners who meet the cost share and limitations criteria.
Limitations:	The bridge in question must have been deemed an unreasonable obstruction to navigation by the Coast Guard under the Truman-Hobbs Act in order for the project to be eligible.
Avg. Range:	Typically multi-million dollar projects.
Additional information:	http://ecfr.gpoaccess.gov/cgi/t/text/text-idx?c=ecfr&sid=7396ca3b87e3b0c2d15ddaf55d9efbef&rgn=div5&view=text&node=33:1.0.1.10.59&idno=33

Acquisitions, Construction, and Improvements

Description:	This account provides funding for the design and construction of coast guard facilities.
Cost Share:	No cost share requirement.
Eligibility:	Coast Guard facilities
Avg. Range:	Typically multi-million dollar projects.

Department of Housing and Urban Development (HUD)

Economic Development Initiative (EDI)

Description:	EDI funds can be used be for a wide variety of economic development activities, including; acquisition, planning, design, construction, and renovation of housing; land acquisition; and revitalization and redevelopment projects. It is one of the only appropriations accounts that can support “bricks and mortar” purposes – i.e. construction or renovation of buildings. This is a highly competitive and subscribed account.
Cost Share:	No cost share requirement.
Eligibility:	The HUD-EDI program is generally open to any non-profit entity that is seeking support for the program’s goals.
Limitations:	The EDI program has a number of restrictions on the use of funds in this account, including: <ul style="list-style-type: none">• No funding for for-profit entities;• No reimbursement of expenses (including debt service or debt retirement or payment for activities already undertaken);• No water or sewage projects – although industrial park developments that

include infrastructure developments may be considered;

- No first responder projects (including equipment grants, public safety grants, or public safety facilities construction, including police and fire stations);
- No transportation construction projects;
- No expenses for program operations, including staff;
- No planning projects for greater than \$100,000;
- No healthcare facilities;
- No college or university projects, except in unique circumstances where such projects clearly and unambiguously embody the statutory goals cited in the Housing and Community Development Act of 1974.

Avg. Range: \$100,000 to \$500,000

Additional information: <http://www.hud.gov/offices/cpd/economicdevelopment/programs/congressional/special/>

Neighborhood Initiatives (NI)

Description:	Neighborhood Initiative (NI) grants are utilized to improve the conditions of distress and blighted areas and neighborhoods, to stimulate investment, economic diversification, and community revitalization in areas with population outmigration or a stagnating or declining economic base, or to determine whether housing benefits can be integrated more effectively with welfare reform initiatives. This account is not widely earmarked, and typically projects are funded through it only at the discretion of the subcommittee.
Cost Share:	No cost share requirement.
Eligibility:	The HUD-EDI program is generally open to any non-profit entity that is seeking support for the program's goals.
Limitations:	NI funds cannot be used to support any Federal, State or local projects that seek to use the power of eminent domain, unless eminent domain is employed only for a

public use. Public use shall not be construed to include economic development that primarily benefits private entities.

Avg. Range: \$250,000 to \$1 million

Additional information: <http://www.hud.gov/offices/cpd/economicdevelopment/programs/congressional/neighborhood/>

Department of Interior

Fish and Wildlife Service

Resource Management

Description: Funds programming in renewable energy and energy conservation research, development, demonstration and deployment activities (RDD&D), and federal energy assistance programs.

Cost Share: No cost share requirement.

Avg. Range: \$200,000 to \$2,000,000

Construction

Agency: Fish and Wildlife Service

Description: Funds the construction, improvement, acquisition, or removal of buildings and other facilities used by the FWS in the conservation, management, investigation, protection, and utilization of fishery and wildlife resources.

Cost Share: No cost share requirement.

Avg. Range: \$150,000 to \$4,000,000

Land Acquisition

Description:	Under this account, the Land and Water Conservation Fund provides funds for acquisition of land and water, or acquisition of partial interests.
Cost Share:	No cost share requirement.
Avg. Range:	\$500,000 to \$2,000,000

National Park Service

Statutory or Contractual Aid

Description:	Funding is provided to National Park Service entities previously established by Congress.
Cost Share:	No cost share requirement.
Avg. Range:	\$200,000 to \$1,000,000; Only 3 projects were funded in FY10.

Save America's Treasures/Historic Preservation Fund

Description:	Funds allow State historic preservation offices to perform a variety of functions, including: State management and administration of existing grant obligations; review and advice on Federal projects and actions; determinations and nominations to the National Register; Tax Act certifications; and technical preservation services.
Cost Share:	The account requires a cost share of at least 50 percent of total costs.
Eligibility:	The following entities may apply: <ul style="list-style-type: none">• Federal Agencies funded by the Department of the Interior and Related Agencies Appropriations Act.• Other Federal agencies collaborating with a nonprofit partner to preserve the historic properties or collections owned by the Federal agency may submit

applications through the nonprofit partner.

- Nonprofit, tax-exempt 501(c), U.S organizations.
- Units of state or local government.
- Federally recognized Indian Tribes.
- Historic properties and collections associated with active religious organizations are eligible to apply for grants. They must meet the grant [Selection Criteria](#), including [national significance](#).

Limitations:

What is funded

Preservation and/or conservation work on nationally significant intellectual and cultural artifacts and nationally significant historic structures and sites. Intellectual and cultural artifacts include artifacts, collections, documents, sculpture and works of art (hereinafter *collections*). Historic structures and sites include historic districts, sites, buildings, structures and objects (hereinafter *historic properties*).

What is not funded

- Acquisition (i.e. purchase in fee simple or interest) of intellectual and cultural artifacts, historic sites, buildings, structures or objects.
- Survey or inventory of historic properties or cataloging of collections.
- Long-term maintenance or curatorial work beyond the grant period.
- Interpretive or training programs.
- Reconstruction of historic properties (i.e. recreating all or a significant portion of a structure that no longer exists).
- Moving historic properties or work on historic properties that have been moved.
- Construction of new buildings.
- Historic structure reports and condition assessments, unless they are one component of a larger project to implement the results of these studies by performing work recommended by the studies.

- Cash reserves, endowments or revolving funds. Funds must be expended within the grant period, which is generally 2 to 3 years, and may not be used to create an endowment or revolving fund or otherwise spent over many years.
- Costs of fund-raising campaigns.
- Costs of work performed prior to announcement of award.
- For Federal agency grantees - Federal salaries, agency overhead or administrative costs.

Avg. Range: \$100,000 to \$700,000

Additional information: <http://www.nps.gov/history/hps/treasures/ProgramDetails.htm>
<https://www.cfda.gov/index?s=program&mode=form&tab=step1&id=735245eca49e72d05273825f377fb4c0>

Construction

Description: Supports construction, improvement, repair, and replacement of physical facilities within the National Park System.

Cost Share: No cost share requirement.

Eligibility: A list of eligible Connecticut parks is listed below:
<http://www.nps.gov/state/CT/index.htm>

Avg. Range: \$200,000 to \$2,000,000

Land Acquisition

Description: Provides the funds used to carry out the Land and Water Conservation Fund Act of 1965, including acquisition of lands or water in accordance with statutory authority applicable the NPS

Cost Share:	No cost share requirement.
Avg. Range:	\$200,000 to \$4,000,000

US Geological Survey

Surveys, Investigations, and Research

Description:	Funds provided to perform surveys, investigations, and research covering topography, geology, hydrology, biology, and the mineral and water resources of the nation.
Cost Share:	No cost share requirement.
Avg. Range:	\$200,000 to \$1,000,000

Bureau of Indian Affairs

Operation of Indian Programs

Description:	This account funds the operation of Indian programs by direct expenditure, contracts, cooperative agreements, compacts, and grants. Funds from this account are used to: (1) provide education and welfare services for Indians, either directly or in cooperation with states and other organizations, including payment of care, tuition, assistance, and other expenses of Indians in boarding homes, institutions, or schools; (2) provide grants and other assistance to needy Indians; (3) maintain law and order on Indian reservations; (4) manage, develop, improve, and protect resources and related facilities under the jurisdiction of the Bureau of Indian Affairs, including payment of irrigation assessments and charges; (5) acquire water rights; (6) advance Indian industrial and business enterprises; (7) operate Indian arts and crafts shops and museums; (8) develop Indian arts and crafts, as authorized by law; and (9) support the general administration expenses of the bureau.
Cost Share:	No cost share requirement.

Eligibility:	Only tribes listed on the following website are eligible: http://www.bia.gov/WhoWeAre/RegionalOffices/Eastern/WeAre/Tribes/index.htm
Avg. Range:	\$200,000 to \$500,000; Only four projects were funded in FY 2010.

US Forest Service

State and Private Forestry; Capital Improvement and Maintenance; and Land Acquisition

Description:	Funds to these accounts provide for: protection and management of the nearly 500 million acres of non-Federal forests in the country, law enforcement and counter narcotics operations, and construction and maintenance of facilities within US Forests.
Cost Share:	No cost share requirement.
Avg. Range:	\$200,000 to \$2,500,000

Department of Justice

Community Oriented Policing Services (COPS)

Methamphetamine Initiatives

Description:	COPS Methamphetamine grants are used by state and local law enforcement agencies to develop partnerships with entities such as community leaders, local fire departments, drug courts, prosecutors, child protective services, treatment providers, and other law enforcement agencies to create a coordinated response to methamphetamine proliferation.
Cost Share:	No cost share requirement.
Eligibility:	States, units of local government, Federally recognized Indian tribal governments, U.S. territories or possessions (including the Commonwealth of Puerto Rico, the Virgin Islands, Guam, American Samoa, and the Mariana Islands), other public and

private entities, and multi-jurisdictional or regional consortia thereof.

Limitations: Grants provide funding to (1) provide state, local, and tribal law enforcement agencies with grants for equipment, technology, officers, and training that enable law enforcement to build and strengthen their community policing infrastructure, and provided technical assistance to ensure that agencies are properly and effectively implementing the grant funding; (2) provide training, convene conferences, provide publication products, disseminate best practices, promote law enforcement and community partnerships, and conduct program evaluations.

Avg. Range: \$100,000 to \$1 million.

Additional information: <http://www.cops.usdoj.gov/Default.asp?Item=57>

Technology

Description: COPS Technology grants provide funding for the continued development of technologies and automated systems that help tribal, state, and local law enforcement agencies prevent, respond to, and investigate crime.

Cost Share: No cost share requirement.

Eligibility: States, units of local government, Federally recognized Indian tribal governments, U.S. territories or possessions (including the Commonwealth of Puerto Rico, the Virgin Islands, Guam, American Samoa, and the Mariana Islands), other public and private entities, and multi-jurisdictional or regional consortia thereof.

Limitations: Grants provide funding to (1) provide state, local, and tribal law enforcement agencies with grants for equipment, technology, officers, and training that enable law enforcement to build and strengthen their community policing infrastructure, and provided technical assistance to ensure that agencies are properly and effectively implementing the grant funding; (2) provide training, convene conferences, provide publication products, disseminate best practices, promote law enforcement and community partnerships, and conduct program evaluations.

Avg. Range: \$100,000 to \$400,000

Additional information: <http://www.cops.usdoj.gov/Default.asp?Item=58>

Office of Justice Programs (OJP)

Byrne Discretionary Grants

Description:	The Edward Byrne Memorial State and Local Law Enforcement Assistance Grant Program (Byrne Formula Grant Program) is a partnership among federal, state, and local governments to create safer communities.
Cost Share:	No cost share requirement.
Eligibility:	Funding under this program is authorized for law enforcement programs; prosecution and court programs; prevention and education programs; corrections programs, including community corrections; drug treatment and enforcement programs; planning, evaluation, and technology improvement programs; and crime victim and witness programs, other than compensation.
Limitations:	Funding is not available for luxury items, real estate, or construction projects.
Avg. Range:	\$100,000 to \$1 million
Additional information:	https://www.cfda.gov/index?s=program&mode=form&tab=step1&id=3d276ab3f9c82b29165800485531c0ac

Juvenile Justice

Description:	The Office of Juvenile Justice and Delinquency Prevention (OJJDP) was established to provide Federal leadership, coordination, and resources to prevent and respond to juvenile delinquency and victimization. OJJDP is responsible for supporting States, Tribes, and communities in their efforts to develop and implement effective and coordinated prevention and intervention programs and to improve the juvenile justice system so that it protects public safety, holds offenders accountable, and provides treatment and rehabilitative services tailored to the needs of juveniles and their families.
Cost Share:	No cost share requirement.
Avg. Range:	\$100,000 to \$1 million

Additional information: | <http://www.ojjdp.ncjrs.gov/>

Department of Labor (DOL)

Employment and Training Administration (ETA)

Training & Employment Services (TES)

Description:	These projects must meet all statutorily mandated requirements, except that they are exempt from the requirement to compete. These requirements are that 1) projects must include direct services to individuals to enhance employment opportunities, 2) evidence of a linkage with the local workforce investment system must be demonstrated, and 3) an evaluation component must be included.
Limitations:	Funding for construction or renovation of facilities is not permitted.
Avg. Range:	\$100,000 to \$300,000
Additional information:	https://www.cfda.gov/index?s=program&mode=form&tab=step1&id=82a92c264c5b266a1e6d4392d63d4b29

Institute of Museum & Library Services (IMLS)

Museums & Libraries

Description:	Examples of eligible library projects include projects to acquire books, upgrade computers and technology, and establish education and outreach programs. Examples of eligible museum projects include projects to develop new exhibits, preserve collections, and develop education and outreach programs. Funds cannot be used to plan, design or build new museums.
Cost Share:	Please contact your Congressional office to determine if there is a cost share requirement.
Eligibility:	Eligible museums include art, youth, general, natural history, science, and other specialized museums. All types of museums are eligible for funding; however, they must be operating and open to the public. A grantee for a library project must be a public library, school library, university or college library, digital library, research library, or archive. Also eligible for funding are aquariums, botanical gardens, nature centers, historic houses and sites, planetariums and zoos. However, please note that

the committee did not fund zoos and aquariums in 2009 or 2010.

Limitations: No library or museum construction or renovation activities (including planning, architectural design, and land acquisition preceding actual construction) are authorized. In addition, acquisition of objects for museum collections is not authorized.

Performing arts centers are not eligible for IMLS funding.

Avg. Range: \$100,000 to \$500,000

Additional information: <http://www.imls.gov/applicants/criteria.shtm>

Department of Transportation (DOT)

Federal Highway Administration (FHWA)

Ferry Boats and Terminal Facilities

Description: This program provides funding for the construction of ferry boats and ferry terminal facilities.

Cost Share: In accordance with 23 U.S.C. 147(b), the account requires a cost share of at least 20 percent of the total costs.

Eligibility: Under current law, funding is limited to those ferry boat or ferry terminal facility that are publicly owned or operated, or majority publicly owned.

Avg. Project Range: \$500,000 to \$2 million

Additional information: <http://www.fhwa.dot.gov/discretionary/fbdinfo.cfm>

Transportation & Community & System Preservation (TCSP)

Description:	Provides grants to states and local governments for planning, developing, and implementing strategies to integrate transportation, community and system preservation plans and practices. These grants may be used to improve the efficiency of the transportation system; reduce the impacts of transportation on the environment; reduce the need for costly future investments in public infrastructure; and provide efficient access to jobs, services, and centers of trade.
Cost Share:	The account requires a cost share of at least 20 percent.
Eligibility:	States, metropolitan planning organizations, local governments and tribal governments are eligible recipients of TCSP Program grant funds. This would include towns, cities, public transit agencies, air resources boards, and school boards. Non-governmental organizations that have projects they wish to see funded under this program are encouraged to partner with an eligible recipient as the project sponsor.
Limitations:	Eligibility is broadly defined as a project eligible for assistance under title 23 or chapter 53 of title 49 of the US Code, or any other activity to be appropriate to implement transit-oriented development plans, traffic calming measures, or other coordinated TCSP practices.
Avg. Range:	\$250,000 to \$500,000
Additional information:	http://www.fhwa.dot.gov/tcsp/pi_tcsp.htm

Federal lands (Public Lands Highways)

Description:	This program funds improvement for forest highways; park roads and parkways; Indian reservation roads; and refuge roads. The federal lands highways program provides for transportation planning, research, engineering, and construction of highways, roads, parkways, and transit facilities that provide access to or within public lands, national parks, and Indian reservations.
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Cost Share:	No cost share requirement.
Eligibility:	Generally, state transportation agencies are the only eligible recipients. Under the provisions of 23 U.S.C. 202(b)(1)(A), the funds shall be allocated "among those States having unappropriated or unreserved public lands, nontaxable Indian lands or other Federal reservations, on the basis of need in such States." Since all of the States have some Federal lands, all are eligible to apply for PLHD funding.
Limitations:	Preference is given to activities in States that contain at least 3 percent of the total public land in the U.S. As such, Connecticut does not generally receive funding from this account.
Avg. Range:	\$150,000 to \$1.2 million
Additional information:	http://flh.fhwa.dot.gov/programs/plh/

Interstate Maintenance Discretionary (IMD)

Description:	The IMD program provides funding for resurfacing, restoration, rehabilitation and reconstruction work, including added lanes to increase capacity, on most existing Interstate System routes.
Cost Share:	In accordance with 23 U.S.C. 120, the local share of the costs for any project eligible under this program is 10 percent. However, the local cost share is 20 percent on projects, or the portion of projects, for work involving added single-occupancy vehicle lanes to increase capacity.
Eligibility:	State transportation agencies are eligible to apply for this funding.
Limitations:	Any proposed or future Interstate route <u>is not eligible</u> for IMD funds. These routes include any highway added to the Interstate System under section 103(c)(4) of title

23, United States Code (U.S.C.), and section 1105(e)(5)(A) of ISTEA, as well as those routes designated as a part of the Interstate System under section 139 of title 23, U.S.C., as in effect before the enactment of TEA-21, and any toll road on the Interstate System not subject to an agreement under section 119(e) of title 23, U.S.C., as in effect on December 17, 1991.

Avg. Range: \$300,000 to \$2 million

Additional information: <http://www.fhwa.dot.gov/DISCRETIONARY/imdinfo.cfm>

Surface Transportation Priorities (STP)

Description: Projects funded under this heading cover a wide range of surface transportation purposes, selected at the discretion of the subcommittee.

Cost Share: In most instances, the account requires a state/local cost share of at least 20 percent of the cost of the project.

Limitations: Projects must be eligible under title 23 or chapter 53 of title 49, United States Code, in order to receive funding; that the Federal share payable on each project shall be determined in accordance with section 120(b) of title 23, United States Code; and each project shall be administered under the planning, environmental, and other Federal rules required under title 23, United States Code.

Avg. Range: \$300,000 to \$1.35 million

Federal Aviation Administration (FAA)

Airport Improvement Program, Facilities and Equipment

Description: Provides funding for acquisition, establishment, technical support services, improvement by contract or purchase, and hire of air navigation and experimental facilities and equipment.

Cost Share: For large and medium primary hub airports, a local cost share of 25 percent is required (or 20 percent for noise program implementation). For small primary, reliever, and general aviation airports, the account requires a local cost share of only 5 percent.

Eligibility: AIP grants for planning, development, or noise compatibility projects are at or associated with individual public-use airports (including heliports and seaplane bases). A public-use airport is an airport open to the public that also meets the following criteria: Publicly owned, or Privately owned but designated by FAA as a reliever, or Privately owned but having scheduled service and at least 2,500 annual enplanements.

In addition, an airport must be included in the National Plan of Integrated Airport Systems (NPIAS). The NPIAS, which is prepared and published every 2 years, identifies public-use airports that are important to public transportation and contribute to the needs of civil aviation, national defense, and the Postal service.

Limitations: The Airport Improvement Program (AIP) provides grants generally to public agencies for the planning and development of public-use airports. Eligible projects include those improvements related to enhancing airport safety, capacity, and environmental concerns. In general, sponsors can use AIP funds on most public-use airfield capital improvements or repairs except those for terminals, hangars, and nonaviation development. Projects related to airport operations and revenue-generating improvements are typically not eligible for funding.

Avg. Range: \$280,000 to \$800,000

Additional information: <http://www.faa.gov/airports/aip/>

Airport Improvement Program, High Priority Projects

Description:	Account provides federal grants to airports for airport planning, development, and expansion of the capacity of the nation's air traffic infrastructure.
Cost Share:	For large and medium primary hub airports, a local cost share of 25 percent is required (or 20 percent for noise program implementation). For small primary, reliever, and general aviation airports, the account requires a local cost share of only 5 percent.
Eligibility:	<p>AIP grants for planning, development, or noise compatibility projects are at or associated with individual public-use airports (including heliports and seaplane bases). A public-use airport is an airport open to the public that also meets the following criteria: Publicly owned, or Privately owned but designated by FAA as a reliever, or Privately owned but having scheduled service and at least 2,500 annual enplanements.</p> <p>In addition, an airport <u>must</u> be included in the National Plan of Integrated Airport Systems (NPIAS). The NPIAS, which is prepared and published every 2 years, identifies public-use airports that are important to public transportation and contribute to the needs of civil aviation, national defense, and the Postal service.</p> <p>Follow the link below to a list of CT airports:</p> <p>http://www.ct.gov/dot/cwp/view.asp?a=1390&Q=292426&dotPNavCtr= 40038 #40038</p>
Limitations:	The Airport Improvement Program (AIP) provides grants generally to public agencies for the planning and development of public-use airports. Eligible projects include those improvements related to enhancing airport safety, capacity, and environmental concerns. In general, sponsors can use AIP funds on most public-use airfield capital improvements or repairs except those for terminals, hangars, and nonaviation development. Projects related to airport operations and revenue-generating improvements are typically not eligible for funding.

Avg. Range: \$250,000 to \$1.5 million

Additional information: <http://www.faa.gov/airports/aip/>

Federal Railroad Administration

Rail Line Relocation and Improvement Program

Description: Provides grants for local rail line relocation and improvement projects. In particular, this program can move tracks that run through the middle of small towns and upgrade tracks to improve freight rail commerce. The federal share for the Rail Line Relocation and Improvement Program is no more than 90%.

Cost Share: The account requires a local cost share of at least 10 percent of the cost of the project.

Eligibility: Only States, political subdivisions of States, and the District of Columbia are eligible for grants under the Program (see 49 CFR §§ 262.3 and 262.7).

Limitations: In order for a State to be eligible for a grant, the project must mitigate the adverse effects of rail traffic on a safety, motor vehicle flow, community quality of life, including noise mitigation or economic development. In addition, grants can be used for vertical or lateral relocation of a rail line.

Avg. Range: \$400,000 to \$1 million

Additional information: <http://www.fra.dot.gov/us/content/2008>

Federal Transit Administration (FTA)

Alternatives Analysis

Description:	Provides grants to assist in financing the evaluation of all reasonable modal and multimodal alternatives and general alignment options for identified transportation needs in a particular, broadly defined travel corridor. Funds may be used to assist State and local governmental authorities in conducting alternatives analyses as part of the early planning for capital projects for new fixed guideway systems and extensions to existing fixed guideway systems.
Cost Share:	The account requires a local cost share of at least 20 percent of total costs.
Eligibility:	Eligible applicants include public agencies, including States; municipalities and other subdivisions of States; public agencies and instrumentalities of one or more States; and public corporations, boards, and commissions established under State law. Applicant must have legal, financial, and technical capacity to carry out proposed project and maintain facilities and equipment purchased with Federal assistance. Private non-profit organizations are not directly eligible recipients.
Avg. Range:	\$250,000 to \$400,000
Additional information:	http://www.fta.dot.gov/funding/grants/grants_financing_7395.html

Buses & Bus Facilities

Description:	The bus and bus facilities program funds capital projects including the acquisition of buses for fleet and service expansion; bus maintenance and administrative facilities; transfer facilities, intermodal centers; park-and-ride stations; and, miscellaneous equipment such as mobile radio units, supervisory vehicles, fare boxes, computers and shop and garage equipment.
Cost Share:	The account requires a local cost share of at least 20 percent of total costs.
Eligibility:	Eligible applicants include public agencies, including States; municipalities and other subdivisions of States; public agencies and instrumentalities of one or more States; and public corporations, boards, and commissions established under State law. Applicant must have legal, financial, and technical capacity to carry out proposed project and maintain facilities and equipment purchased with Federal assistance. Private non-profit organizations are not directly eligible recipients.

Limitations:	Funding is available for a total of three years (year of appropriation plus two years).
Avg. Range:	\$200,000 to \$1 million
Additional information:	http://www.fta.dot.gov/funding/grants/grants_financing_3557.html

Capital Improvement Grants – New Starts

Description:	The New Starts program provides grants for construction of a new fixed guideway system or an extension to an existing fixed guideway system. A fixed guideway refers to any transit service that uses exclusive or controlled rights-of-way or rails, entirely or in part. Eligible purposes are light rail, rapid rail (heavy rail), commuter rail, monorail, automated fixed guideway system (such as a “people mover”), or a busway/high occupancy vehicle (HOV) facility.
Cost Share:	The statutory match for New Starts funding is 80 percent Federal, 20 percent local, however, since 2002 Congress has instructed FTA not to sign any new full funding grant agreement that have a maximum Federal share of higher than 60 percent.
Eligibility:	Public bodies and agencies (transit authorities and other state and local public bodies and agencies thereof) including states, municipalities, other political subdivisions of states; public agencies and instrumentalities of one or more states; and certain public corporations, boards, and commissions established under state law.
Limitations:	Funding is available for a total of three years (year of appropriation plus two years).
Avg. Range:	\$200,000 to \$5 million
Additional information:	http://www.fta.dot.gov/funding/grants/grants_financing_3590.html

Capital Improvement Grants – Small Starts

Description:	The Small Starts program provides grants for construction of smaller fixed guideway projects, and is accompanied by a review of a project’s economic development impacts, land use policies, and cost effectiveness. A fixed guideway refers to any transit service that uses exclusive or controlled rights-of-way or rails, entirely or in part. Eligible purposes are light rail, rapid rail (heavy rail), commuter rail, monorail, automated fixed guideway system (such as a “people mover”), or a busway/high occupancy vehicle (HOV) facility.
Cost Share:	The account requires a cost share of at least 20 percent of total costs.
Eligibility:	Public bodies and agencies (transit authorities and other state and local public bodies and agencies thereof) including states, municipalities, other political subdivisions of states; public agencies and instrumentalities of one or more states; and certain public corporations, boards, and commissions established under state law.
Limitations:	To qualify, projects must meet the requirements of Section 5309 of title 49, and the total project cost must be less than \$250 million, with no greater than \$75 million for the Federal share.
Avg. Range:	\$200,000 to \$5 million
Additional information:	http://www.fta.dot.gov/funding/grants/grants_financing_3590.html

Environmental Protection Agency (EPA)

Science & Technology

Description:	This account funds all EPA-sponsored internal and extramural research carried out through a variety of “grants, contracts, and cooperative agreements with other Federal agencies, states, universities, and private business, as well as on an in-house basis.” The research addresses “a wide range of environmental and health concerns across all environmental media and encompasses both long-term basic and near-term
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applied research to provide the scientific knowledge and technologies necessary for preventing, regulating, and abating pollution, and to anticipate emerging environmental issues.” The account has contained earmarks specifically directed to universities, consortia, and centers as well as EPA’s own programs.

Cost Share: No cost share requirement.

Avg. Range: \$1,000,000 to \$2,000,000; Only four projects were funded in FY 2010.

Environmental Programs and Management

Description: This account supports a broad range of abatement, prevention, and compliance activities, which include “setting environmental standards, issuing permits, monitoring emissions and ambient conditions, and providing technical and legal assistance toward enforcement, compliance, and oversight.” Earmarks were provided for such activities as managing groundwater, watersheds, and specific water bodies; and for many environmental studies, assessments, and demonstration projects.

Cost Share: No cost share requirement.

Avg. Range: \$700,000 to \$13,000,000; Only 5 projects were funded in 2010.

STAG Water and Wastewater Infrastructure Project

Description: Funds provided for (1) Clean Water State Revolving Fund grants to help eliminate municipal discharge of untreated pollutants; (2) Drinking Water State Revolving Funds grants to improve municipal drinking water supply infrastructure and facilities; (3) state and tribal categorical grants to assist in carrying out environmental programs; (4) Brownfields assessment and mediation grants; and other grant programs. This account has included earmarks directing funds to municipalities for wastewater and water treatment projects.

Cost Share: The account requires a cost share of at least 45 percent of total costs.

Eligibility:

Ineligible Clean Water Projects

1. Land, except that which is an integral part of the treatment system
2. Operations and maintenance costs
3. Non-municipal point source control
4. Acid rain drainage correction
5. Stream and riverbank restoration
6. Septic Tanks -- Installation of new septic tanks where one had not existed or where one was not in need of remediation is ineligible
7. Sewer Pipes -- If privately owned, ineligible
8. Flood Control --If project is to mitigate flooding from watersheds or rivers (ie: not flooding from paved streets) project not eligible

Ineligible Drinking Water Projects

1. Dams or rehabilitation of dams
2. Water rights, except if the water rights are owned by a system that is being purchased through consolidation as part of a capacity development strategy
3. Reservoirs, except for finished water reservoirs and those reservoirs that are part of the treatment process and are located on the property where the treatment facility is located
4. Laboratory fees for monitoring
5. Projects needed mainly for fire protection
6. Projects for systems that lack adequate technical, managerial and financial capability, unless assistance will ensure compliance
7. Projects for systems in significant noncompliance, unless funding will ensure compliance
8. Projects primarily intended to serve future growth

Eligible Clean Water Projects

1. Wastewater treatment plants, including sludge handling facilities - upgraded (increase in treatment level) or expanded (increase in treatment capacity) facilities, including biological facilities, mechanical, a lagoon system, a land treatment system, or individual on-site systems
2. Collector Sewers - Small sewers that convey wastewater from residences, commercial establishments, and industrial sites to larger interceptor sewers.
3. Interceptor Sewers - Large sewers that convey wastewater from collector sewers directly to a wastewater treatment facility
4. Sewer Pipes - Rehabilitation is eligible if pipes are publically owned
5. Outfall Sewer - A sewer that conveys treated wastewater from a wastewater treatment facility to the receiving waters (i.e., a river, stream, lake, ocean, etc.)
6. Storm Water Sewers - Sewers that collect rainfall from streets, highways, etc. and convey the storm water directly to streams, rivers, lakes, oceans, etc., without treatment
7. Combined sewer overflow (CSO) control and sanitary sewer overflow (SSO) control - Combined sewers are sewers that convey both wastewater and storm water and may overflow during periods of heavy rain. The costs to correct CSO and SSO overflow problems are fundable
8. Infiltration/Inflow Correction - Construction activities that prevent surface water or groundwater from entering the sewer system
9. Water Security -- These projects include installation or upgrade of physical security infrastructure such as lighting, fencing, monitoring and access control. Also installation of safer treatment technologies and more secure storage of on-site treatment.
10. Septic Tanks -- Remediation, rehabilitation, removal and replacement of failing tanks are eligible. However, installing new tanks where one had not existed or where one was not in need of remediation is ineligible

Eligible Drinking Water Projects

1. Facilitate compliance with national primary drinking water regulations.
2. Rehabilitate or develop water sources (excluding reservoirs, dams, dam rehabilitation and water rights) to replace contaminated sources

3. Install or upgrade treatment facilities
4. Install or upgrade storage facilities, including finished water reservoirs, to prevent microbiological contaminants from entering the water system
5. Install or replace transmission and distribution pipes to prevent contamination caused by leaks or breaks in the pipe, or improve water pressure to safe levels
6. Projects to consolidate water supplies – for example, when individual homes or other public water supplies have a water supply that is contaminated, or the system is unable to maintain compliance for financial or managerial reasons – are eligible for DWSRF assistance
7. Land is eligible only if it is integral to a project that is needed to meet or maintain compliance and further public health protection
8. Project planning, design and other related costs

Avg. Range: \$300,000 to \$500,000

Additional information: <http://www.epa.gov/compliance/state/grants/stag/>

NASA

Cross Agency Support

Description:	This account provides for the research; development; operations; salaries and related expenses; and other general and administrative activities supporting the themes within other NASA accounts. Cross Agency Support provides a strategic focus for managing agency mission support functions and some of NASA's unique research facilities.
Cost Share:	No cost share requirement.
Avg. Range:	\$200,000 to \$500,000

Small Business Association (SBA)

Salaries & Expenses

Description:	This account provides funds for initiatives related to small business development and entrepreneurship, including programmatic and construction activities.
Cost Share:	No cost share requirement.
Avg. Range:	\$75,000 to \$300,000.

US Army Corps of Engineers

Investigation; Construction; or Operating and Maintenance (O&M) Projects

Description:	<p>General Investigations Account: This account provides funds to collect and study information related to river and harbor flood control, shore protection, and related activities. Specifically, it funds “studies to determine the need, engineering feasibility, economic justification, and the environmental and social suitability of solutions to water and related land resource problems; and for preconstruction engineering and design work, data collection, and interagency coordination and research activities.”</p> <p>Construction, General, Account: This account supports construction, major rehabilitation and related activities for water resources development projects affecting navigation, flood control, water supply, and hydroelectric activities.</p> <p>Operation and Maintenance, General, Account: Under this account, funds are provided for operation, maintenance, preservation, and care of existing river and harbor, flood control, and related works. Funds are authorized to be provided for activities such as maintaining certain harbor channels; surveying and charting northern and northwestern lakes and connecting waters; clearing and straightening channels; and removing obstructions to navigation.</p>
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Cost Share:	Please contact Congressional Staff to determine the appropriate cost share.
Eligibility:	All investigation, construction, or O&M projects <u>must first be authorized</u> through a Water Resource Development Act, commonly referred to as WRDA. No projects will be funded that are not previously authorized. For more details, please phone your staff contact.

Continuing Authorities Program

Description:	The account provides the Corps. of Engineers with the funds needed to solve/reduce flood problems by constructing flood damage reduction structures, such as levees, flood walls, etc.
Cost Share:	<p>An initial Feasibility Study is 100% federally funded up to \$100,000. Costs over \$100,000 are shared equally with the non-federal sponsor. Up to one-half of the non-federal share can be in the form of in-kind services.</p> <p>Costs for preparation of plans and specifications and construction are shared at 65 percent federal/35 percent non-federal. The non-federal share of construction consists of provision of any necessary lands, easements, rights-of-way, relocations and disposal areas (LERRD), plus a cash contribution of 5% of the total project costs. In the event that the value of LERRD, plus 5% cash, does not equal at least 35% of the total project cost, the non-federal sponsor must contribute additional cash to equal 35%. If LERRD plus 5% exceeds 35%, the sponsor is responsible up to a maximum of 50% of the total project costs.</p>
Eligibility:	The local project sponsor must be a municipality or a legally constituted public body empowered under State laws to give assurances and be financially capable of fulfilling all measures of local cooperation, including, but not limited to, study and construction cost sharing.
Limitations:	The project must constitute a complete solution to the flood problem involved, and not require subsequent improvements to ensure effective operation.

Avg. Range: \$500,000 to \$5.0 million

Additional information: <http://www.nae.usace.army.mil/pservices/fldrd205.htm>