

### **Congressionally Directed Spending Request:**

As you may have seen, the Senate will be [restoring the authority to approve Congressionally-directed spending items](#) with enhanced transparency and accountability. **Our office will be accepting requests until May 21<sup>st</sup>** and I've attached the request form here. Additional instructions can be found below.

#### Instructions:

1. Please fill out the attached form in its entirety.
2. If you have questions, please feel free to contact Senator Shaheen's office at (202) 224-2841 or contact [appropriations\\_shaheen@shaheen.senate.gov](mailto:appropriations_shaheen@shaheen.senate.gov).
3. Pursuant to Senate Rule XLIV, the attached form in its entirety could be made public.
4. The attached form is for congressionally directed spending items. If you are making a programmatic request, please complete the FY2022 General Appropriations Request Form, which can be found at the following website:  
<https://www.shaheen.senate.gov/appropriations-request>
5. **Only public and non-profit entities may request congressional directed spending items.**
6. Requests may be made for the following bills: Agriculture; Commerce, Justice and Science; Defense; Energy and Water; Financial Services and General Government; Homeland Security; Interior and Environment; Labor, Health, and Human Services; Military Construction and Veterans Affairs; Transportation, Housing, and Urban Development.
7. All requests must include at least TWO (2) letters of support from third parties within the community or communities that would benefit from fulfillment of the request. These letters must clearly communicate the benefits that the request would confer upon the community/communities.
8. Applicants are also encouraged to submit documents displaying the project's inclusion in a state or local planning proposal.
9. To Submit This Form:
  1. Please complete the entire form and submit the required supporting documents to [appropriations\\_shaheen@shaheen.senate.gov](mailto:appropriations_shaheen@shaheen.senate.gov).
  2. Please note, if any information is missing, you may be asked to resubmit your materials.
  3. Please indicate the Appropriations Subcommittee in your email subject line, e.g., "FY2022 THUD Congressionally Directed Spending Item Request".
  4. Please submit separate emails for each request.
  5. **All requests must be received by Friday, May 21, 2021.**