

General Guidance on Fiscal Year 2025 Appropriations Requests U.S.
Senate Committee on Appropriations

For fiscal year 2025, the U.S. Senate Committee on Appropriations (the Committee) will accept two types of appropriations requests:

1. Programmatic/Language Requests: These are general funding requests for national and regional programs, and/or bill and report language requests that direct, encourage, or urge an agency or department to carry out an action.
2. Congressionally Directed Spending (CDS) Requests: According to [Rule XLIV of the Standing Rules of the Senate](#), a CDS is a provision,

included primarily at the request of a Senator providing, authorizing, or recommending a specific amount of discretionary budget authority, credit authority, or other spending authority for a contract, loan, loan guarantee, grant, loan authority, or other expenditure with or to an entity, or targeted to a specific State, locality or Congressional district, other than through a statutory or administrative formula-driven or competitive award process.

Generally speaking, CDS is funding requested for a specific project in a specific location. Not all subcommittees accept CDS requests.

All requests for CDS items must comply with the requirements of Rule XLIV of the Standing Rules of the Senate, which governs CDS. This includes requiring Senators who submit CDS request to certify that neither they nor their immediate family members have any financial interest in the CDS item(s) being requested.

The Committee will continue the following reforms for CDS requests that were instituted in the 117th Congress to promote greater transparency and accountability:

- Funding for CDS items shall not exceed one percent of discretionary spending.
- For-profit entities are ineligible for CDS items, and Senators must certify that none of the entities for which they have requested CDS is a for-profit entity.
- Senators are required to publish his or her CDS requests on his or her website and make public the previously mentioned financial certification letter. The Committee will provide a link to each requesting Senator's financial certification letter and disclosure on the Committee's website.
- The Committee will require the Government Accountability Office to audit a sample of enacted CDS items and report its findings to Congress.

Submission Deadlines

Deadlines for submitting requests for the fiscal year 2025 appropriations cycle, including programmatic, bill/report language, and CDS requests, are listed below.

Subcommittee:	Date:
Agriculture, Rural Development, Food and Drug Administration, and Related Agencies	May 8, 2024
Commerce, Justice, Science, and Related Agencies	May 9, 2024
Defense <i>(not accepting CDS requests)</i>	May 10, 2024
Energy and Water Development	May 10, 2024
Financial Services and General Government	May 9, 2024
Homeland Security	May 15, 2024
Interior, Environment, and Related Agencies	May 15, 2024
Labor, Health and Human Services, Education, and Related Agencies	May 14, 2024
Legislative Branch <i>(not accepting CDS requests)</i>	May 14, 2024
Military Construction, Veterans Affairs, and Related Agencies	May 8, 2024
State, Foreign Operations, and Related Programs <i>(not accepting CDS requests)</i>	May 13, 2024
Transportation, Housing and Urban Development, and Related Agencies	May 13, 2024

Congressionally Directed Spending – Eligible Agencies and Accounts

In the fiscal year 2025 appropriations cycle, Senators may make requests for CDS items in the appropriations bills listed below. The links provide a list of eligible agencies and accounts.

[Agriculture, Rural Development, Food and Drug Administration, and Related Agencies](#)

[Commerce, Justice, Science, and Related Agencies](#)

[Energy and Water Development](#)

[Financial Services and General Government](#)

[Homeland Security](#)

[Interior, Environment, and Related Agencies](#)

[Labor, Health and Human Services, Education, and Related Agencies](#)

Military Construction, Veterans Affairs, and Related Agencies

Transportation, Housing and Urban Development, and Related Agencies



— U.S. SENATOR *for* MONTANA —
TIM SHEEHY

FY26 CONGRESSIONALLY DIRECTED SPENDING REQUEST FORM

Submission Deadline to Senator Sheehy's Office: Friday, March 28, 2025 7:00 p.m. ET

Please be on the lookout for emails from meredith_moore@sheehy.senate.gov regarding guidelines, information, and submission dates as it is made available.

Overview:

Due to an internal cap on submissions, the office of Senator Tim Sheehy will only consider Congressionally Directed Spending (CDS) proposals that are:

1. Submitted by organizations based in Montana; and
2. Support the constituents, industries, and resources of Montana

Congressionally Directed Spending Requests **MUST** meet all guidelines established by the Committee to be accepted:

- Requestor **MUST** be able to demonstrate broad community support for the project with at least five (5) letters of support.
- Requestor **MUST** submit examples of community support to the office of Senator Sheehy for the request to be considered.
- The project or requesting entity must have **NO financial ties** to the Senator or his family.
- Funding must be for **FY26 ONLY**.
- If the project would normally require a funding match or cost share by a non-federal entity, then the requesting entity will need to demonstrate that it can provide this match if it makes a CDS request.
- The recipient of the CDS must be a governmental entity or a 501(c)(3) nonprofit organization. **Requests made by for-profit entities are NOT permitted.**

Requesting Organization/Entity

* Name of Requesting Organization/Entity

* Organization Street Address

Organization Street Address 2

* City

* State

* Zip

* Are you a non-profit or government entity? (You must be a non-profit or government entity to be eligible for CDS funds)

Yes

No

* Requesting Entity Employer Identification Number (EIN):

(XX-XXXXXXX)

Project Point of Contact for Request (This cannot be a registered lobbyist)

Please note that our staff may need to contact this person outside of normal business hours.

Prefix

* First Name

MI

* Last Name

* Title

* Organization

* Street Address

Street Address 2

* City

* State

* Zip

* Email

* Phone

Second Project Point of Contact for Request

Please note that our staff may need to contact this person outside of normal business hours.

Prefix

* First Name

MI

* Last Name

* Title

* Organization

* Street Address 1

Street Address 2

* City

* State

* Zip

* Email

* Phone

Project Information

* Project Name:

Project Website:

* Purpose of Project (Max 200 words)

Please list other organizations or partners you are working with on this project:

* Requested FY26 Funding Amount:

Was your project included in an FY25 Appropriations bill?

Yes

No

* Have you submitted a request from this organization before?

Yes

No

* Have you submitted a request for this project before?

Yes

No

Project Location

* Is the project statewide?

Yes

No

* Postal Address of Project (If no address available, please provide detailed description of location of project):

-- Please Specify --

Congressionally Directed Spending Request

Based off the FY25 Senate Appropriations Committee guidance, we anticipate the Committee will accept CDS Requests for the following Accounts ([FY25 guidance linked for reference](#)):

* **Select the appropriations bill that you are requesting funds from:**

Agriculture, Food and Drug Administration & Rural Development

Commerce, Justice, Science, and Related Agencies

Energy and Water Development

Financial Services and General Government

Homeland Security

Interior, Environment and Related Agencies

Labor, Health and Human Services, Education, and Related Agencies

Military Construction and Veterans Affairs

Transportation, Housing and Urban Development, and Related Agencies

SUPPORTING INFORMATION:

NOTE: The Build America, Buy America Act requires that all infrastructure projects funded with federal assistance use only iron, steel, manufactured products, and construction materials produced in the United States. This requirement applies to articles, materials, and supplies that are consumed in, incorporated into, or affixed to an infrastructure project. If you are submitting a CDS request for funding for an infrastructure project, please take this requirement into account.

* Total funding request:

Required.

-- Please Specify --

* Total project cost:

Required.

-- Please Specify --

* Will the project, if funded, become self-sustaining after a defined period of time?

Yes

No

* How would this project benefit the public and why is it a responsible use of taxpayer dollars?

-- Please Specify --

* Why should this request be considered a priority for the people of Montana?

-- Please Specify --

* List any stakeholders that support this request. Letters of support can be submitted at the end of this application.

-- Please Specify --

* Is this a new or ongoing project?

-- Please Choose an Option --

* Is this project an eligible purpose under the relevant program?

-- Please Choose an Option --

Estimated Start Date for the Project (if applicable)

mm/dd/yyyy

Estimated Completion Date for the Project (if applicable)

mm/dd/yyyy

FY26 Project Costs

* Please provide a description here of how this funding would be utilized:

-- Please Specify --

* Construction/Renovation Costs (please state dollar amounts numerically and how the funds will be spent)

-- Please Specify --

* Supplies and Equipment Costs (please state dollar amounts numerically and how the funds will be spent)

-- Please Specify

* Travel Costs (please state dollar amounts numerically and how the funds will be spent)

-- Please Specify --

* Other Costs- including salaries and benefits (please state dollar amounts numerically and how the funds will be spent)

-- Please Specify --

* Please indicate how current these budget estimates are

mm/dd/yyyy

* Can the project proceed if the Appropriations Committee cannot fully fund the request?

Yes

No

* Will this project require additional federal dollars in later fiscal years?

-- Please Choose an Option --

* Has this project been submitted to a congressional office in prior fiscal years?

-- Please Choose an Option --

* Has this project received Congressional Directed Spending funds in the past?

-- Please Choose an Option --

* Is your project included in a state plan?

-- Please Choose an Option --

* Is this project currently authorized in law? If so, where? If not applicable, please write "N/A".

-- Please Specify --

If this project has received any funding in the past, from either a public or private source, please detail that here:

(If applicable)

* If this project is awaiting federal or state grant funding from another program or source, please detail that here:

-- Please Specify --

* Please list any additional sources of funding the program has already received and the status of the funding (e.g. application submitted, funding awarded, funding received)

-- Please Specify --

* Can you meet a 50% cost-share (or match) of the total project cost?

Yes

No

* Can you meet a 25% cost-share (or match) of the total project cost?

Yes

No

Other Information

Does any derogatory information or potentially mitigating information exist that would render the entity potentially unsuitable for receiving community project funding? Please explain if applicable:

(If applicable)

* If submitting multiple requests, please rank this request in terms of priority:

1

2

3

4

5

The Office of Senator Sheehy requires five letters of community support.

* Letters of Support Contact Information:

-- Please Specify --

* Please list all the attachments you are submitting with your request:

-- Please Specify --

Upload Supporting Documentation

TOTAL Maximum File Size for ALL files (combined) = (in bytes, ex. 15000000 = 15MB)

Five Letters of Community Support (PDFs only accepted)

No file chosen

Relevant Documents (PDFs only accepted)

No file chosen

**ALL ACCOUNT ELIGIBILITY, DEADLINES, AND REQUIREMENTS
ARE SUBJECT TO CHANGE**

Please schedule a call with Meredith Moore before submitting your application.