

APPROPRIATIONS REQUESTS – GENERAL GUIDANCE

For Fiscal Year 2023, the Senate Appropriations Committee will accept appropriations requests of two different types:

- **Programmatic/Language Requests**: These types of requests are general funding requests for national and regional programs, and/or bill and report language requests that directs, encourages, or urges an Agency or Department to carry out an action.
- **Congressionally Directed Spending (CDS) Requests**: According to Senate Rule XLIV, 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, location 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 will be accepting requests for CDS spending, so please pay attention to specific subcommittee guidance.

All requests for congressionally directed spending items must comply with the requirements of Standing Rules of the Senate Rule XLIV. This includes submitting a letter to the Committee certifying that neither the Senator nor his or her family members have any financial interest in the item being requested.

Additionally, the Committee has instituted the following reforms:

- The Committee has placed a 1 percent cap on discretionary spending for congressionally directed spending items;
- The Committee will not fund CDS to for-profit entities and each member must certify in the cover letter accompanying their request that none of the entities for which they have requested CDS is a for-profit entity (more detailed instruction below in this guide);
- Senators are required to publish their requests to their website as well as submit and make public a financial disclosure letter certifying that they do not have any financial interest in the items requested.
 - Offices must post this information to their website 15 calendar days after submitting their requests to the Committee.
 - The Senate Appropriations Committee will provide a link to each office’s disclosure on the Committee website.
 - Providing 15 days between making a request and posting it on a Member’s website will allow subcommittee staff to review requests and make sure they are properly categorized as a request for congressionally directed spending.
- The Committee will require the Government Accountability Office to audit a sample of enacted congressionally directed spending items and report its findings to Congress.

Deadlines

Deadlines for both Programmatic Requests/ Bill and Report Language Requests and requests for Congressionally Directed Spending items are as follows:

Agriculture, Rural Development, Food and Drug Administration and Related Agencies	May 6, 2022
Commerce, Justice, Science, and Related Agencies	May 10, 2022
Defense (<i>not accepting CDS requests</i>)	May 20, 2022
Energy and Water Development	May 5, 2022
Financial Services and General Government	May 12, 2022
Department of Homeland Security	May 18, 2022
Department of the Interior, Environment, and Related Agencies	May 27, 2022
Departments of Labor, Health and Human Services, and Education, and Related Agencies	May 25, 2022
Legislative Branch (<i>not accepting CDS requests</i>)	May 26, 2022
Military Construction and Veterans Affairs and Related Agencies	May 6, 2022
State, Foreign Operations, and Related Programs (<i>not accepting CDS requests</i>)	May 19, 2022
Transportation, Housing and Urban Development, and Related Agencies	May 13, 2022

Congressionally Directed Spending – Eligible Agencies and Accounts

Senators may make requests for congressionally direct spending items in the following appropriations bills in Fiscal Year 2023, click on the links below to view a list of eligible 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](#)

[Department of Homeland Security](#)

[Department of the Interior, Environment, and Related Agencies](#)

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

[Military Construction and Veterans Affairs and Related Agencies](#)

[Transportation, Housing and Urban Development, and Related Agencies](#)