

DIRECTIONS FOR MEMBER CERTIFICATIONS:

Pursuant to House Rule XXIII, clause 17, and in accordance with the Committee on Transportation and Infrastructure Chair and Ranking Member guidance, Members are required to send the Chair and Ranking Member of the Committee on Transportation and Infrastructure a letter stating that the Member, their spouse, or other immediate family members do not have a financial interest in each proposed project. For the purposes of this certification, the term “immediate family” means an individual who is related to the Member, Delegate, or Resident Commissioner, as father, mother, son, daughter, brother, sister, husband, wife, father-in-law, mother- in-law, son-in-law, or daughter-in-law.

Requirements for Member Certifications:

- Must be signed by Member and on Member letterhead.
- Must include the following -
 - The name of the Member, Delegate, or Resident Commissioner requesting the project.
 - Name of project sponsor and location of the project including address and ZIP code.
 - Purpose of the requested project – including a brief description and why it is an appropriate use of taxpayer funds.
 - Statement that the Member, Delegate, or Resident Commissioner and immediate family has no financial interest in the requested project.

In order to be in compliance with the House rule and additional requirements established by the Committee on Transportation and Infrastructure, below please find suggested text for a certification to accompany a Member Designated Project request.

Dear Chair DeFazio and Ranking Member Graves:

“I am requesting funding for [project] in surface transportation reauthorization legislation.

The project sponsor for this project is [project sponsor] and the project is located at [location of project including street name, city, state and ZIP code].

The funding is designated for [project description].

The project is an appropriate use of taxpayer dollars and is anticipated to have the following benefits [insert description of project benefits].

I certify that neither I nor my immediate family has any financial interest in this project.”

Sincerely,

Member of Congress

Date: Month, Date, Year

The certifications must be on official Member letterhead, dated, and must be signed by the Member. An electronic signature is acceptable. In accordance with House rules and to ensure accountability,

certifications for projects included in any bill or joint resolution, or in any conference report on a bill or joint resolution, will be available for public access. Please prepare the certification on letterhead and scan a copy as a PDF document to attach with each project request to be uploaded to the database.

For questions about individual requests, and the certification process, please contact the Committee at T&IMemberProjectInquiries@mail.house.gov. For questions specific to the Minority, please contact T&IRepMemberProjectInquiries@mail.house.gov.