

**General Guidance on Fiscal Year 2024 Appropriations Requests**  
***U.S. Senate Committee on Appropriations***

For Fiscal Year 2024, the Committee on Appropriations (the Committee) will accept two types of appropriations requests, each of which may be submitted by an individual Member or a group of Members.

1. **Programmatic/Language Requests**: These requests 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 [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, 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 will be accepting CDS requests, so please review each subcommittee's guidance closely.**

In order to be considered by the Committee, all appropriations requests shall be timely entered into [Legi-Mate](#). **Each of the 12 subcommittees has its own guidance with specific requirements and instructions for submitting programmatic, language, and CDS requests.** The “Legi-Mate How-To Guide” provides step-by-step instructions on how to enter such requests into the system and submit them. All subcommittee guidance and the “Legi-Mate How-To Guide” are available on the Legi-Mate homepage. It is strongly recommended that you review each subcommittee's guidance before entering requests and that you follow each subcommittee's guidance throughout the process.

Senators making CDS requests must comply with the requirements of Rule XLIV of the Standing Rules of the Senate, which governs CDS. This includes writing a letter to the Committee certifying that neither the Senator nor his or her family members have any financial interest in the CDS item being requested (detailed instructions are in the “Legi-Mate How-To Guide”). If you have any questions about what constitutes a financial interest for purposes of Senate Rule XLIV, please consult with the Select Committee on Ethics (x4-2981).

Additionally, the Committee will continue the following reforms for CDS requests that were instituted in the 117th Congress:

- The Committee has placed a 1 percent cap on discretionary spending for CDS items.

- The Committee will not fund CDS items to for-profit entities, and each Senator must certify in the cover letter accompanying his or her request that none of the entities for which he or she has requested CDS is a for-profit entity (detailed instructions are in the “Legi-Mate How-To Guide”).
- Senators are required to publish his or her CDS requests on his or her website as well as make public the letter to the Committee certifying that his or her family members do not have any financial interest in the CDS items requested (detailed instructions are in the “Legi-Mate How-To Guide”). Senators must post this information to their website 15 calendar days after the subcommittee deadline for submitting requests. The Committee will provide a link to each Senator’s 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.

The Committee will provide training on Legi-Mate prior to the start of Open Season.