

WRDA 2022

WATER RESOURCES DEVELOPMENT ACT

#WRDA2022

INSTRUCTIONS

**MEMBER ELECTRONIC SUBMISSIONS TO THE
COMMITTEE ON TRANSPORTATION AND INFRASTRUCTURE
FOR CONSIDERATION IN
THE *WATER RESOURCE DEVELOPMENT ACT OF 2022***

January 2022

**Subcommittee on Water Resources and Environment
CONTACTS:**

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Background on the *Water Resources Development Act*.

The *Water Resources Development Act (WRDA)* authorizes studies and projects within the U.S. Army Corps of Engineers (Corps) Civil Works mission areas, including navigation, flood damage reduction, hurricane and storm damage reduction, shoreline protection, and ecosystem restoration. Regular consideration of locally driven, rigorously studied, and nationally significant Corps infrastructure is key to preserving our nation's economy, to protecting our communities and businesses, and to maintaining our quality of life.

The Committee on Transportation and Infrastructure has successfully enacted a bipartisan *WRDA* in each of the last four Congresses and is in the process of developing a new *WRDA* for 2022.

In the 117th Congress, the Committee will again use an online portal for electronic submission of congressional requests for consideration in the upcoming *WRDA* for 2022. This document includes instructions on how Member offices can submit Corps project and policy requests for consideration in the upcoming *WRDA* for 2022. As in prior Congresses, *WRDA* for 2022 will focus exclusively on activities within the scope of the Corps. The Committee will not consider requests for programs or activities outside of the Corps' jurisdiction for inclusion in *WRDA* for 2022.

Should you have any questions regarding the *WRDA* process or how to use the new electronic database, please contact Ryan Lehman (ryan.lehman@mail.house.gov) of the Committee's Majority staff, or call (202) 225-0060; or contact Nick Christensen (nick.christensen@mail.house.gov) of the Committee's Minority staff, or call (202) 225-4360.

General information regarding past *WRDA* legislation, Corps' reports, and other related information can be found on the Committee website (<https://transportation.house.gov/committee-activity/issue/water-resources-development-act-of-2022>).

WRDA Electronic Database Access/Credentials:

The online portal for submission of requests for *WRDA* for 2022 can be found [HERE¹](#). To access this website, you must utilize a computer or other device connected to the internal House of Representatives network, including devices connected through a House-provided virtual private network (VPN). **You will not be able to access the online submission portal from electronic devices that are not connected to the House of Representatives' network.**

To access this website, you will utilize both SharePoint and PowerApps platforms. All House staff should have access to these applications, which is provided by the House Information Resources (HIR).

If you are having trouble accessing the site or need appropriate credentials, please contact Larry Whittaker of the Committee on Transportation and Infrastructure at Larry.Whittaker@mail.house.gov.

¹ <https://ushouse.sharepoint.com/sites/TransportationD/myoffice/water>

Overview:

Traditionally, *WRDAs* include provisions related to both **projects** (including studies) carried out by the Corps, as well as the **underlying policy** that guides how the Corps implements its civil works authority. Members can submit requests under both provisions—project-specific requests (including requests for new or modified Corps’ studies) or general policy—using the electronic database. The enclosed instructions describe the process for submission of Member requests under both provisions.

Project-Specific Requests (including studies):

The Corps constructs projects for the purposes of navigation, flood control, hurricane and storm damage reduction and shoreline protection, hydroelectric power, recreation, water supply, environmental protection, restoration and enhancement, and fish and wildlife mitigation.

Typically, a Corps project begins with a Congressional request, enacted through a *WRDA*, for the Corps of Engineers to partner with a non-federal interest in conducting a feasibility study for one (or more) of the authorized purposes listed above. Member requests for new feasibility studies (or modification of existing feasibility studies) would be appropriate for consideration in a new *WRDA*.

A completed feasibility study is then submitted to Congress in the form of a Report of the Chief of Engineers (Chief’s Report)¹ that would also need to be enacted to proceed to construction. Member requests to authorize a Chief’s Report submitted to Congress would be appropriate for consideration in a new *WRDA*.

Other types of project-specific requests appropriate for consideration in a new *WRDA* would include:

- Requests to authorize or modify a Corps project or study;
- Requests to deauthorize an existing Corps project; and
- Requests to transfer, exchange, or convey lands or real property owned by the Corps, or to modify an existing easement held by the Corps over property.

In the *Water Resources Reform and Development Act (WRRDA)* of 2014, Congress directed the Corps to annually solicit and compile project-specific requests

¹ A list of pending Chief’s Reports will be maintained on the Committee’s website (<https://transportation.house.gov/water-resources-development-act-of-2022/reports>).

from non-federal interests for potential congressional authorization through future *WRDA* bills. These "Annual Reports to Congress on Future Water Resources Development" reports (more commonly referred to as Section 7001 reports) identify completed Chief's Reports, proposed feasibility studies, and proposed modifications to authorized water resources development projects or feasibility studies, submitted by non-federal interests that are related to the missions and authorities of the Corps.

These Section 7001 Reports, which are required by law to be submitted to Congress by February 1 of each year, provide a valuable framework in the formulation of *WRDAs*. The information contained in these reports serves as a baseline for locally-supported studies, projects, and project modifications from which the Committee can assess for potential inclusion in future *WRDAs*, including *WRDA* for 2022.

A list of Section 7001 Reports that have been submitted to Congress can be accessed through the Committee website (<https://transportation.house.gov/water-resources-development-act-of-2022/reports>).

Environmental Infrastructure Requests:

Since *WRDA* 1992, Congress has authorized the Corps to carry out environmental infrastructure projects to address local water supply, wastewater, and stormwater projects in partnership with non-federal interests. The Congressional Research Service (CRS) has published a report providing more information about the Corps' environmental infrastructure authorities ([IF11184](#)).

In *WRDA* 2016, Congress specifically amended the requirements for the formulation of Section 7001 Reports to allow for the inclusion of environmental infrastructure project requests in future 7001 Reports.

In submitting requests for consideration of a new *WRDA* for 2022, Members may submit up to a total of five (5) requests for the authorization of new, project-specific environmental infrastructure authorities, or the modification of existing environmental infrastructure authorities.

Policy Requests:

WRDAs also provide the Corps with statutory authority on how the agency carries out its general missions and authorities. Proposals to amend this authority, or to create new authority, would be considered policy requests, and can be submitted for consideration in a new *WRDA* bill. Generally speaking, if a Member request does not directly relate to a specific Corps study or project, it is likely that such a request should be submitted as a policy request.

Examples of policy-related provisions include:

- Changes in how the Corps utilizes its federal resources under the Harbor Maintenance Trust Fund (HMTF) or Inland Waterways Trust Fund (IWTF);
- Provisions related to how the Corps considers and evaluates future water resources development projects, including potential modifications to the Corps' benefit-cost ratios (BCR) or affordability guidelines;
- Provisions on how the Corps acts and reacts to emergencies, such as flooding, drought, and coastal storms, under its P.L. 84-99 authorities;
- Provisions related to how the Corps identifies and evaluates potential project alternatives in the formulation of projects (e.g., consideration of natural or nature-based features); and
- Provisions related to the role of non-federal interests in the development and funding of Corps' studies and projects.

WRDA DATABASE DIRECTIONS

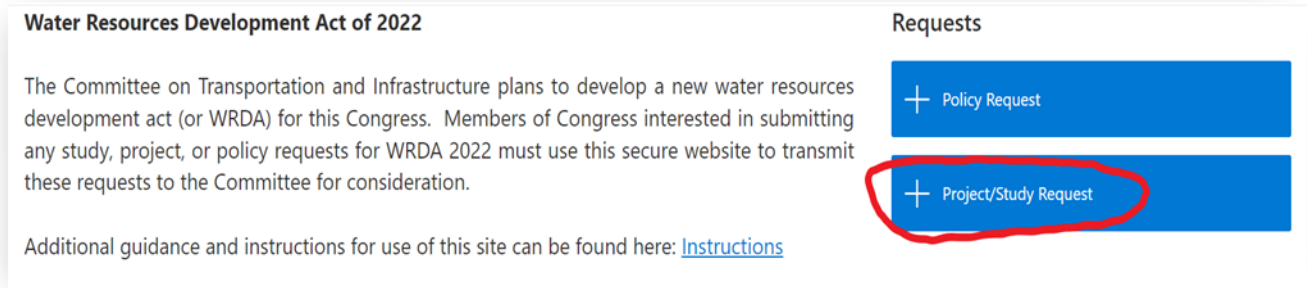
General Information for All Requests:

Each request submitted by an office will include some generic prompts. These prompts include:

1. **Member Office selection:** The field will auto-populate once you select a name.
2. **Submission title:** Please enter a shorthand name for the individual request. For Project/Study Requests, this will typically be the project name.
3. **Priority Ranking:** Please rank each submission in the provided field. For this field, #1 will represent the highest priority request. Please assign each number only once (i.e., please only include one #1 request for **all** requests from your Member office).
4. **Shared/Bipartisan request:** If you anticipate a request being shared by multiple Members or being requested on a bipartisan basis, please indicate using the button at the bottom of all the fields (for example, a Corps project that affects multiple districts). You may only select one additional Member name from the drop-down; however, please coordinate joint requests with all Members identified as submitting a request.

Submitting a Project/Study Request:

If there is a project or study that needs authorization or a modification, you will submit a "Project/Study Request" with the button indicated:



The screenshot shows a webpage titled "Water Resources Development Act of 2022". The main text states: "The Committee on Transportation and Infrastructure plans to develop a new water resources development act (or WRDA) for this Congress. Members of Congress interested in submitting any study, project, or policy requests for WRDA 2022 must use this secure website to transmit these requests to the Committee for consideration." Below this text is a link for "Additional guidance and instructions for use of this site can be found here: [Instructions](#)". On the right side, there is a "Requests" menu with two blue buttons: "+ Policy Request" and "+ Project/Study Request". The "+ Project/Study Request" button is circled in red.

This button will bring you into the PowerApps page, where you will fill in each field as it pertains to your request.

Different actions (e.g., request for authorization of a new project or study or modification of existing project or study) may bring up different prompts and textboxes to fill out. If you have a submission for the following types of requests, you will submit these requests under the "Project/Study Request" button using the directions below:

2. Authorize a new Corps study;
3. Modification of an existing Corps project or study;
4. Deauthorization; or
5. Land transfer, exchange, conveyance, or easement request.

Authorize Construction of a Project:

If you are requesting to authorize construction for a project:

1. **Click** on Project/Study Request Button. Once PowerApps loads, click "New Request."
2. **Select** an Action from the dropdown menu (Authorization of Construction).
3. **Indicate** whether the construction is pursuant to:
 - A **Chief's Report**
 - If the project has a corresponding signed Chief's Report, select YES and type in the year that the report was signed in the text box.
 - A Corps-approved study prepared by a non-federal interest under **Section 203 of the Water Resources Development Act of 1986.**²
 - A **Continuing Authority**.
 - If the project is part of a Continuing Authority, identify which authority in the drop down.
4. **Fill in** the identifiable Project Name (textbox) and the Corps' approved project purpose (dropdown menu).



The screenshot shows a form with the following elements:

- Header: "Is Chief's Report Completed?"
- Toggle: "Yes" (checked)
- Text input: "Chief's Report Year" (empty)
- Text input: "Project Name" (empty)
- Dropdown menu: "Purpose" (selected: "Navigation")

5. **Provide any** helpful Project Description or additional information.
6. **Attach** any legislative language or background information that may be helpful when the Committee considers your request.
7. Once all required fields have been filled out, **click "Save" or "Submit"**.

NOTE!! Once "submitted," an individual request will be locked and no longer open to edits (unless unlocked by the Committee). **If you want to continue to make edits to the request, simply "save" it.**

² A list of pending Section 203 Studies will be maintained on the Committee's website (<https://transportation.house.gov/water-resources-development-act-of-2022/reports>).

Authorize a New Corps' Study:

If you are requesting to authorize a study:

1. **Click** on Project/Study Request Button. Once PowerApps loads, click "New Request."
2. Provide the **Project Name** and purpose of the study/project proposed.
3. **Select yes or no** to indicate whether the study was included in an existing Section 7001 report; and if so, provide the year of the Section 7001 report release and whether it was in the Main Report or part of the Appendix (dropdown available).



The screenshot shows a form titled "Is Request 7001 Compliant?". It contains three fields: a toggle switch labeled "On" which is currently turned on, a text input field labeled "7001 Compliant Year" which is empty, and a dropdown menu labeled "7001 Compliant Type" with "Main Report" selected.

4. From the dropdown menu, **select** study purpose from the Corps authorized purposes.
5. Once all required fields have been filled out, **click "Save" or "Submit"**.

NOTE!! Once "submitted," an individual request will be locked and no longer open to edits (unless unlocked by the Committee). **If you want to continue to make edits to the request, simply "save" it.**

Request Modification of an existing Corps' Project or Study:

If you are requesting to modify a project or study:

1. **Click** on Project/Study Request Button. Once PowerApps loads, select "New Request."
2. **Provide** the Project Name and description of the modification you are requesting.
3. If you are modifying a study, please **provide information** on the study you propose to modify (including the statutory authority for the existing study), and whether the proposed study modification was included in a Section 7001 report.
 - o If in a Section 7001 report, **provide the year** of the Section 7001 report release and whether it was in the Main Report or part of the Appendix (dropdown available).
4. Please indicate in the description whether the proposed modification is recommended by the Corps through a **Post Authorization Change Report (PACR) or Director's Report**.³
5. If you have sample legislative language available, **provide** it in the corresponding text box or include as an attachment.
6. Under "Policy Description" **please explain** the justification, reasoning, or problem you are seeking to fix with this policy request.
7. If it is a modification to a project authorized within a Continuing Authority, please **select which authority** in the drop-down list.
8. **Attach** any legislative language or background information that may be helpful when the Committee considers your request.
9. Once all required fields have been filled out, **click "Save" or "Submit"**.

NOTE!! Once "submitted," an individual request will be locked and no longer open to edits (unless unlocked by the Committee). **If you want to continue to make edits to the request, simply "save" it.**

³ A list of current PACRs/Director's Reports will be maintained on the Committee's website -- (<https://transportation.house.gov/water-resources-development-act-of-2022/reports>).

Submitting a Deauthorization Request

This request is also located under the "Project/Study Request" button.

Water Resources Development Act of 2022

The Committee on Transportation and Infrastructure plans to develop a new water resources development act (or WRDA) for this Congress. Members of Congress interested in submitting any study, project, or policy requests for WRDA 2022 must use this secure website to transmit these requests to the Committee for consideration.

Additional guidance and instructions for use of this site can be found here: [Instructions](#)

Requests

+ Policy Request

+ Project/Study Request

When providing a deauthorization request, please be sure to provide as much information as possible for consideration.

1. **Click** on Project/Study Request Button. When PowerApps loads, select "New Request."
2. **Fill out** the Project Name and Project Purpose.
3. Provide appropriate legislative language. The Committee encourages you to work with the appropriate offices of the Corps for drafting assistance on project deauthorizations.
4. Under "Project Description" **explain** the reasoning/justification for deauthorizing the project.
5. **Attach** any legislative language or background information that may be helpful when the Committee considers your request.
6. Once all required fields have been filled out, **click "Save" or "Submit"**.

NOTE!! Once "submitted," an individual request will be locked and no longer open to edits (unless unlocked by the Committee). **If you want to continue to make edits to the request, simply "save" it.**

Submitting a Land Transfer, Exchange, Conveyance, or Easement Request

This request is also located under the “Project/Study Request” button.

Water Resources Development Act of 2022

The Committee on Transportation and Infrastructure plans to develop a new water resources development act (or WRDA) for this Congress. Members of Congress interested in submitting any study, project, or policy requests for WRDA 2022 must use this secure website to transmit these requests to the Committee for consideration.

Additional guidance and instructions for use of this site can be found here: [Instructions](#)

Requests

+ Policy Request

+ Project/Study Request

1. **Click** on Project/Study Request Button. When PowerApps loads, select “New Request.”
2. For these requests, be sure to provide information on what project is affected, and what the original project purpose is.
3. Provide appropriate **legislative language** in the “Language” text box or as an attachment, and any justification or reasoning for the request under “Project Description.” The Committee encourages you to work with the appropriate offices of the Corps for drafting assistance.
4. Once all required fields have been filled out, **click “Save” or “Submit”**.

NOTE!! Once “submitted,” an individual request will be locked and no longer open to edits (unless unlocked by the Committee). **If you want to continue to make edits to the request, simply “save” it.**

Submitting a Request for Environmental Infrastructure:

To submit a request for a new environmental infrastructure authority or a modification of an existing environmental infrastructure authority, you will utilize the “Environmental Infrastructure Request” button on the WRDA 2022 landing page. This button will bring you into a new PowerApps page, where you will fill in each field as it pertains to your request.

1. **Click** on Environmental Infrastructure Request button. Once PowerApps loads, click “New Request”.
2. **Select** an Action from the dropdown menu.
 - For a **New Environmental Infrastructure Authority**, input the requested federal funding authorization amount.
 - For a request to **Modify Existing Environmental Infrastructure Authority**, you will need to input the following:
 - A **citation to the existing statutory authority** for the project (e.g., Section 219(f)(237) of the Water Resources Development Act of 1992);
 - The **requested increase in federal funding authorization** (*if applicable*) (e.g., if the current authorization of appropriations is \$30 million, and your request is to raise to \$50 million, you would input \$20 million as the requested increase); and
 - Any **other modification** to the existing environmental infrastructure authority (*if applicable*) (e.g., change in geographic location or change in authorized project purposes).
3. **Input** Project/Program Name (this is typically the location), and the Non-Federal Project sponsor information in the Project Sponsor field.
4. **Select yes or no** to indicate whether the study was included in an existing Section 7001 report; and if so, **provide the year** of the Section 7001 report release and whether it was in the Main Report or part of the Appendix (dropdown available).
5. Under “Description of authorized project purpose” **please explain** the type of project or problem you are seeking to fix (e.g., water supply infrastructure, wastewater infrastructure, stormwater infrastructure, etc.), and any other rationale or information available.
6. **Attach** electronic copy of **Member Certification Letter of No Financial Interest** (*see below*) for each environmental infrastructure request to online portal.
 - **Note: This attachment is required for any Environmental**

Infrastructure requests to be considered by the Committee.

7. Once all required fields have been filled out, **click “Save” or “Submit”**.

NOTE!! Once “submitted,” an individual request will be locked and no longer open to edits (unless unlocked by the Committee). **If you want to continue to make edits to the request, simply “save” it.**

Members may submit up to a total of five (5) requests for the authorization of new, project-specific environmental infrastructure authorities, or the modification of existing environmental infrastructure authorities. Be sure to rank the request accordingly.

Directions for Member Certification Letters for Environmental Infrastructure Requests

For *WRDA 2022* environmental infrastructure requests, the Chair and Ranking Member of the Committee on Transportation and Infrastructure require for Committee purposes that Members send the Chair and Ranking Member a letter stating that the Member, their spouse, or other immediate family members do not have a financial interest in each proposed environmental infrastructure project request. 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.

Certifications will be required if the environmental infrastructure project meets the following definition: an authorization for federal financial assistance to a non-federal interest for carrying out water-related environmental infrastructure (such as waste water treatment and related facilities, and water supply, storage, treatment, and distribution facilities) authorized under section 219 of the *Water Resources Development Act of 1992* (P.L. 102-580), as amended, or through the establishment of a regional, geographic based environmental infrastructure program (*e.g.* section 5039 of *WRDA 2007* (P.L. 110-114)).

Requirements for Member Certification Letters:

- Must be on Member letterhead, dated, and signed by Member.
- 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 (*e.g.* city, county, state, zip code).
 - The associated congressional district where the project is located.
 - 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 comply with this certification requirement established by the Committee on Transportation and Infrastructure, below please find suggested text for a certification letter to accompany an environmental infrastructure request. One letter may be used for multiple requests so long as all required information is listed for each request.

Sample certification letter:

Dear Chair DeFazio and Ranking Member Graves:

I am requesting funding for [project] in the Water Resources Development Act of 2022.

- *The project sponsor for this project is [project sponsor] and the project is located at [location of project including city, county, state, and zip code if possible].*
- *The project is located in [Congressional district].*
- *The purpose of this project is [insert purpose].*
- *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/these project[s].

Sincerely,

Member of Congress

Date: Month, Date, Year

The certification must be on official Member letterhead, dated, and must be signed by the Member. An electronic signature is acceptable.

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 Committee WRDA submission database.

Submitting a Policy Proposal for Consideration:

If you would like to submit a request for new or modified Corps policy provisions, you will first go to this page and click on the "Policy Request" button.

Water Resources Development Act of 2022

The Committee on Transportation and Infrastructure plans to develop a new water resources development act (or WRDA) for this Congress. Members of Congress interested in submitting any study, project, or policy requests for WRDA 2022 must use this secure website to transmit these requests to the Committee for consideration.

Additional guidance and instructions for use of this site can be found here: [Instructions](#)

Requests



+ Policy Request

+ Project/Study Request

On this page, you will fill in each box as it pertains to your request. If it is a freestanding legislative addition, it will be a "new" request. If it modifies existing statute, it will be a "modification."

1. **Click** on Policy Request Button. When PowerApps loads, select "New Request."
2. Fill out the "Submission Title" field with a shorthand name for your reference.
3. If you are submitting a modification, please **cite** to the underlying statute in the provided box.
4. If you have fully drafted legislative language, **please describe the legislative language** in the provided text box and **submit a copy of the legislative language as an attachment**.
5. Under "Policy Description" please **explain** the justification, reasoning, or problem you are seeking to fix with this policy request.
6. **Attach** any legislative language or background information that may be helpful when the Committee considers your request.

11. Once all required fields have been filled out, **click "Save" or "Submit"**.

NOTE!! Once "submitted," an individual request will be locked and no longer open to edits (unless unlocked by the Committee). **If you want to continue to make edits to the request, simply "save" it.**

Saved vs. Submitted Requests

All saved requests will appear on the main "Water" page under a chart titled, "Pending Project/Study Requests" or "Pending Policy Requests." You may also view your requests within PowerApps by selecting the "My Pending Requests" button. Once finalized and "Submitted", these requests will appear in the bottom chart, "Submitted Project/Study Requests," and within PowerApps under "My Submitted Requests."

- To edit a "Pending" request, click on the "Edit" field next to a request in the chart or PowerApps. You will be sent back to PowerApps to edit all fields.
- Be sure to continuously hit "save" at the bottom of the request page after making changes. Your changes will not save automatically.
- Once you are done with a request, select "Submit" at the bottom of the request page. **Once "submitted," an individual request will be locked and no longer open to edits unless unlocked by the Committee.**
- If you need to unlock a request, please send an email to transportrequests@mail.house.gov with your office information, the request ID, and the reason for needing to unlock the submission. The Committee will contact you once the request has been unlocked.

Additional Information on WRDA Process and Authorities:

The Congressional Research Service has published a [report \(IN11810\)](#) containing more general information on the *WRDA* process and authorities.

Definitions:

Continuing Authorities – The Corps also has certain authorities to construct small projects without specific authorization by Congress. These authorities, collectively known as the “Continuing Authorities Program” (CAP), include: (1) beach erosion control projects; (2) navigation projects; (3) flood control projects; (4) streambank and shoreline protection for public facilities projects; (5) projects to mitigate shoreline damages from federal navigation projects; (6) projects of snagging and clearing for flood control; (7) projects modifying the structure and operation of existing projects for improvement to the environment; (8) rehabilitation of certain dams; (9) projects for the removal of snags, obstructions, and other debris located in or adjacent to federal navigation channels; and, (10) projects for the restoration and protection of aquatic ecosystems.

For more information on the Corps’ continuing authorities, please review the [Congressional Research Service report](#), “Army Corps of Engineers: Continuing Authorities Programs” (IF11106), dated June 16, 2021.

Section 203 Report means a written assessment by the Corps on whether a feasibility study for a water resources development project that was completed by a non-federal interest complies with federal laws and regulations applicable to feasibility studies of water resources development projects. Studies developed under section 203 of WRDA 1986 (33 U.S.C. 2231) must be specifically authorized by Congress before they may proceed to construction.

Section 7001 Report means the “Annual Report to Congress on Future Water Resources Development” submitted annually to Congress, pursuant to Section 7001 of WRRDA 2014, as amended. This provision requires the Secretary of the Army to annually submit to the Congress a report that identifies for potential congressional authorization completed feasibility reports, proposed feasibility studies submitted by non-federal interests, proposed modifications to authorized water resources development projects or feasibility studies, and proposed modifications to environmental infrastructure program authorities.

A list of Section 7001 Reports that have been submitted to Congress can be accessed through the Committee website (<https://transportation.house.gov/water-resources-development-act-of-2022/reports>).