

March 18, 2025  
**VIA EMAIL & MAIL**

Kevin Hansan, Supervisor  
Town of Pound Ridge  
179 Westchester Ave.  
Pound Ridge, NY 10576

Re: Professional Grant Services  
FY 2026 Community Project Funding  
Town of Pound Ridge, New York

Dear Supervisor Hansan,

As you are aware, the Offices of U.S. Senator Kirsten Gillibrand and U.S. Senator Chuck Schumer are now accepting requests for Congressionally Directed Spending (CDS), also known as earmarks or Community Project Funding (CPF) in the House of Representatives, for Fiscal Year 2026. It is anticipated that a similar application request will also be available from Congressman Mike Lawler. While a due date from Congressman Lawler is unknown, it is anticipated to be in the very near future.

The CDS/CPF process is an opportunity for your representatives to place requests to direct federal funding to support local projects, programs, or initiatives that advance community priorities across New York. State, local, and tribal governments as well as non-profit organizations can apply for federal funds to be set aside for specific projects that would benefit from a one-time allocation.

It is our understanding that the Town is considering CDS/CPF funding for potentially two projects, including:

1. Scotts Corner Water Improvements.
2. Fire District Construction Project.

We have evaluated both of these projects and based on eligibility criteria; the Fire District Construction Project is not an eligible project under current available Federal programs. However, we would recommend the Town consider requesting additional funds for the Scotts Corner Water Improvement Project, which is eligible through the State and Tribal Assistance Grants (STAG) offered by the U.S. Environmental Protection Agency (EPA). Based upon our understanding, there is a potential gap in financing for the future water improvements should BIL funding not be secured. It would be our recommendation that this gap be sought after, and should both be secured the Town will have additional funds to address cost increases that are associated with inflation.

**US ENVIRONMENTAL PROTECTION AGENCY (EPA)**

**Congressionally Directed Spending (CDS) and Community Project Funding (CPF)**

**State and Tribal Assistance Grants (STAG)**

Funding is provided in the State and Tribal Assistance Grants (STAG) account and is ear-marked for planning, design, construction of drinking water, wastewater, stormwater infrastructure and water quality protection projects by Congress who appropriates these resources for specific projects. Projects are referred by the Senate are identified as Congressionally Directed Spending (CDS) items and those identified by the House of Representatives are identified as Community Project Funding (CPF) items. Collectively, these items are referred as Community Grants (CG) projects and are implemented using the Clean Water State Revolving Fund (CWSRF) and Drinking Water State Revolving Fund (DWSRF) framework as a guide. Community Grant projects are required to provide a cost share from non-federal sources unless it is waived by the Environmental Protection Agency (EPA). This year (2026), the cost share amount is 20% of the total grant project cost.

# CONTRACT ADDENDUM NO. 2022102 - 03

(FY26 Scotts Corners Community Project Funding/Congressional Directed Spending)  
DATED: March 18, 2025

TO  
Agreement for Professional Services  
(Original Agreement No. 2021040 Dated: April 9, 2021)

The original Agreement, between Town of Pound Ridge, Westchester County, New York, the CLIENT and Laberge Engineering & Consulting Group, LTD., is hereby amended as follows:

- 1) LG shall develop a FY2026 Congressionally Directed Spending (CDS) and Community Project Funding (CPF) Request Application to Senator Schumer, Senator Gillibrand and/or Congressman Lawler for a FY2026 Federal Budget Earmark Appropriation to support the water infrastructure project in Scotts Corners.
- 2) LG, with the assistance of the CLIENT will complete the following as needed for the grant applications(s):
  - Prepare sample support letters (if necessary);
  - Based on information provided by the CLIENT prepare grant narratives, budget worksheets and supporting attachments necessary to the submission of the application; and
  - Submit the completed questionnaires by the respective application deadline(s) to up to three Representatives – Senator Schumer, Senator Gillibrand and/or Congressman Lawler.

Client agrees to engage and pay LG as compensation for the services as follows a fee of \$3,000 per project *(or \$6,000 for the same project to two or three representatives)*, plus reimbursable expenses.

Should the CLIENT require engineering assistance for the development of supporting documentation, LG shall do so at normal hourly rates plus expenses (in addition to grant writing fees). In the event the LG is directed by the CLIENT to stop work on an in-process project, or in the event the CLIENT changes the original project after preparation work has begun, services completed will be billed on an hourly basis not to exceed the above stated amount per application

Town of Pound Ridge  
179 Westchester Avenue  
Pound Ridge, New York 10576  
City State Zip

BY: 

Print Name: Kevin Hansan Title: Supervisor

LABERGE ENGINEERING & CONSULTING GROUP, LTD.  
4 Computer Drive, West  
Albany New York 12205  
City State Zip

BY:   
Richard F. Laberge, P.E., President

Supervisor Kevin Hansan  
March 18, 2025  
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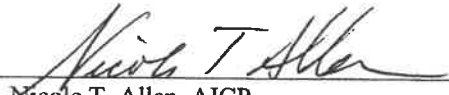
**Fees for Service**

Our fees to prepare the above components are as follows:

*USEPA STAG: \$3,000 per application (or \$6,000 for the same project submitted to two or three representatives), plus expenses.*

Please let me know if you have any questions regarding these funding sources or recommendations. We can set up a meeting to discuss your needs and strategize funding opportunities.

Very truly yours,  
LABERGE GROUP

By:   
Nicole T. Allen, AICP  
Director of Planning and Community Development

NTA/DCR:

Enc.

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