



U.S. DEPARTMENT OF TRANSPORTATION
FEDERAL AVIATION ADMINISTRATION

**ORDER
5100.38E**

National Policy

Effective Date:
mm/dd/yyyy

1 SUBJ: Draft Order 5100.38E, AIP Handbook, Preamble

2 **1. Purpose**

3 This Order provides guidance and sets forth policy and procedures used in the
4 administration of the Airport Improvement Program (AIP).

5 **2. Distribution**

6 This Order is located on the FAA Office of Airports website where it is available to all
7 interested parties.

8 **3. Cancellation**

9 This Order cancels and replaces FAA Order 5100.38D, Change 1 (dated February 26,
10 2019).

11 **4. Explanation of Changes**

12 This Order replaces the above order with updated information that reflects current
13 legislation and policy as of May 1, 2026. It incorporates changes contained in the FAA
14 Reauthorization Act of 2018 (Public Law 115-254), the FAA Reauthorization Act of 2024
15 (Public Law 118-63), and other laws amending parts of the AIP statute as well as the
16 Program Guidance Letters (PGL) that FAA has issued to implement statutory changes.

17 The changes in this Order also reflect feedback received from industry stakeholders. In
18 its development, the FAA sought ways to clarify statutory requirements, eliminate
19 redundancies, create an easily updated structure, increase opportunities for efficiency,
20 and delegate more decision-making to Field Offices. Some content included in prior
21 versions of the Order has been moved to the FAA's website for better accessibility.
22 Consistent with previous updates to this Order, the Office of Airports has continued to
23 replace guidance with references to more appropriate, detailed, and regularly updated
24 sources.

25 In addition, in 2019 the Office of Airports published FAA Order 5090.5, Formulation of
26 the National Plan of Integrated Airport Systems (NPIAS) and Airports Capital
27 Improvement Plan (ACIP). Order 5090.5 provides a process for airport development
28 planning that is applicable to the AIP, including updates to the FAA's overall

29 development objective concept to best capture project details for all planning and
30 financial assistance programs the Office of Airports administers. FAA Order 5090.5
31 eliminates the need to include similar guidance in this Order, and it is referenced, as
32 applicable, throughout this Order.

33 As a result, this Order reflects a reorganized format containing four chapters and fifteen
34 appendices.

35 William Garrison
36 Acting Director,
37 FAA Office of Airport Planning and Programming

DRAFT

38

Table of Contents

39 i. Introduction to the Airport Improvement Program Handbookii

40 i-1. Order Location on the Internetii

41 i-2. Publications This Order Will Cancel Once Final.....ii

42 i-3. Relevant AIP Legislationiv

43 i-4. Application of 2 CFR Part 200 v

44 i-5. References..... v

45 i-6. Use of the Term ARP Field Office v

46 i-7. Acronyms and Definitions..... v

47 i-8. Errata and Revisions..... v

48 i-9. General Principles of this Ordervi

49 i-10. New Layout and Format.....vi

50 i-11. Chapters and Appendices of the AIP Handbookviii

51

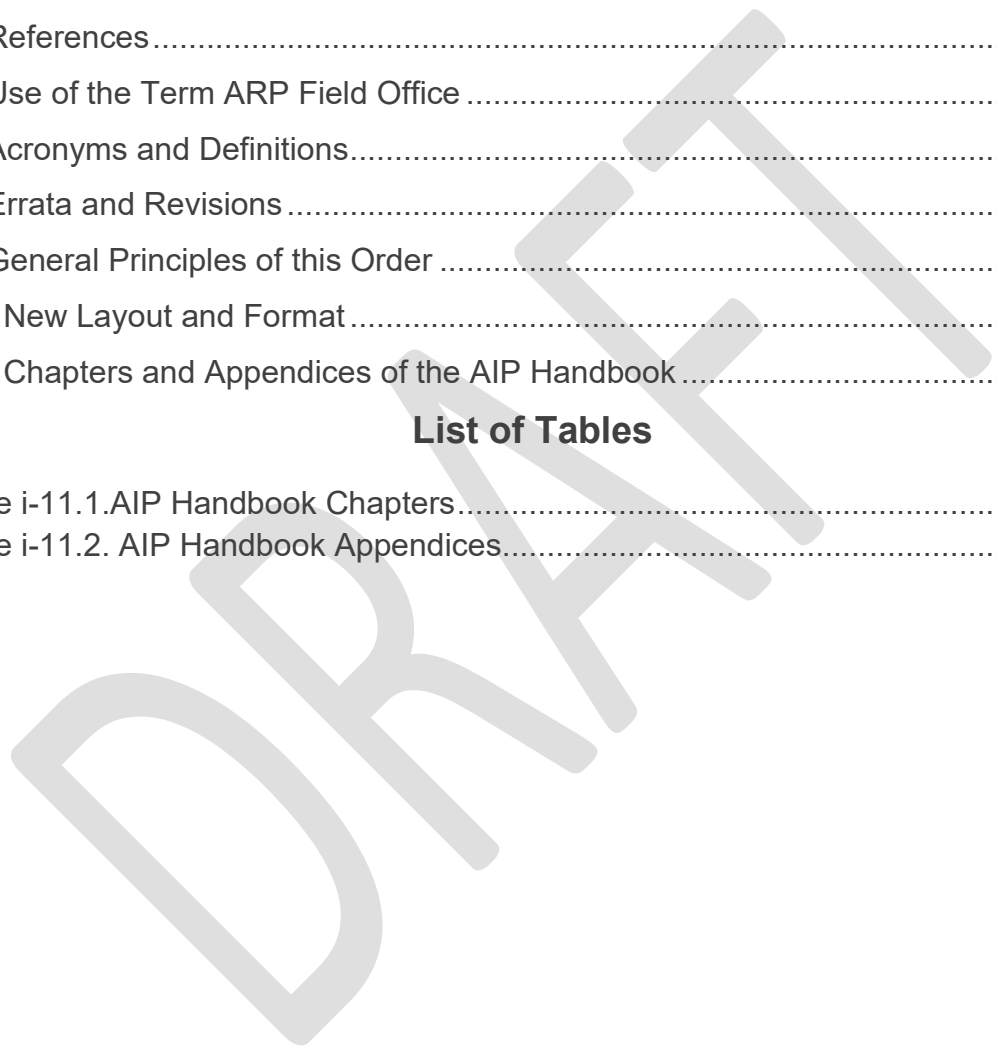
List of Tables

52 Table i-11.1.AIP Handbook Chapters.....viii

53 Table i-11.2. AIP Handbook Appendices.....viii

54

55



56 **i. Introduction to the Airport Improvement Program Handbook**

57 **Purpose of the Order**

58 FAA Order 5100.38 implements the Federal Aviation Administration's (FAA) primary
59 airport development grant program, called the Airport Improvement Program (AIP). This
60 Order, also referred to as the AIP Handbook, addresses statutory and regulatory
61 requirements governing airport planning and development projects, as well as airport
62 noise compatibility planning and programs. It provides guidance and sets forth policies
63 and procedures for the administration of the AIP and covered airports grant programs.
64 This Order may also be used to implement related airport grant programs.

65 **Audience**

66 The Order is intended to provide consistent direction across the FAA Office of Airports
67 (ARP) while also offering clarity for external users to understand FAA's decision-making
68 framework. ARP will use this Order to implement the AIP and covered airports grant
69 programs, as applicable. Other audiences include:

- 70 • FAA organizations collaborating with ARP in matters pertaining to the AIP and
71 covered programs;
- 72 • Airport sponsors, including public agencies and private owners of public-use
73 airports;
- 74 • State aeronautical agencies; and
- 75 • Airport planning and engineering consultants, contractors, financial advisors, and
76 others engaged in AIP projects.

77 **i-1. Order Location on the Internet**

78 You can find this Order on the FAA Office of Airports website.

79 **i-2. Publications This Order Will Cancel Once Final**

- 80 • FAA Order 5100.38D, Change 1, AIP Handbook, dated February 26, 2019.
- 81 • R-PGL 25-01, Runway Projects, dated April 4, 2025.
- 82 • R-PGL 25-02, AIP Discretionary Set Aside, dated April 4, 2025.
- 83 • R-PGL 25-03, Extended, Expanded, and Revised Programs, dated April 24,
84 2025.

- 85 • R-PGL 25-04, Procurement, dated May 12, 2025.
- 86 • R-PGL 25-05, Funding and Formula Changes, dated May 12, 2025.
- 87 • R-PGL 25-06, Planning and Project Eligibility, dated May 12, 2025.
- 88 • R-PGL 25-07, Civil Rights, dated May 14, 2025.
- 89 • R-PGL 25-08, Alaska and Other Non-contiguous States and Territories dated
90 May 20, 2025.
- 91 • R-PGL 19-01, Extended and Expanded Programs, dated June 3, 2019.
- 92 • R-PGL 19-02, Planning & Project Eligibility, dated March 4, 2022.
- 93 • R-PGL 19-03, Airport Types & Eligibility, dated March 4, 2022.
- 94 • R-PGL 19-04, New Pilot Programs, dated January 22, 2020.
- 95 • R-PGL 19-05, ZEV, VALE, & Energy Efficiency, dated February 27, 2020.
- 96 • R-PGL 19-06, Environmental & Noise, dated February 27, 2020.
- 97 • R-PGL 19-07, DBE & Related Programs, dated October 25, 2019.
- 98 • PGL 26-03, Clarification on Eligibility of Hazardous Chemical Mitigation, dated
99 January 6, 2026.
- 100 • PGL 26-02, Permanent Eligibility for Stand-Alone Acquisition of Input-Based
101 Testing Equipment and Truck Modifications, and 100% Federal Share Sunset,
102 dated November 14, 2025.
- 103 • PGL 26-01, Updated Funding for Runway End Identification Light (REIL) and
104 Precision Approach Path Indicator (PAPI) Systems, dated December 23, 2025.
- 105 • PGL 25-01, Updated Companion Grant Alternative, dated May 23, 2025.
- 106 • PGL 24-01, Funding for Airfield Ground Vehicle Safety Systems, dated October
107 2, 2024.
- 108 • PGL 23-02, Further Extension of Eligibility for Stand-Alone Acquisition of Input-
109 Based Testing Equipment and Truck Modification, dated November 28, 2023.
- 110 • PGL 23-01, Increased Federal Cost Share for Input-Based AFFF Testing
111 Equipment, dated March 16, 2023.

- 112 • PGL 22-01, Guidance on Discount Rate Cost Effectiveness for Airfield Pavement
113 Projects, dated June 29, 2022.
- 114 • PGL 21-01, Extension of Eligibility for Stand-Alone Acquisition of Input-Based
115 Testing Equipment and Truck Modification, dated October 5, 2021.
- 116 • PGL 20-01, Flexibilities for Grant Recipients Under the Office of Management
117 and Budget (OMB) Memorandum M-20-17, dated August 17, 2020.
- 118 • PGL 19-03, Grants for Predevelopment Costs for Airport Investment Partnership
119 Program, dated July 29, 2019.
- 120 • PGL 19-02, Light Emitting Diode (LED) High Intensity Runway Lights (HIRL),
121 dated June 18, 2019.
- 122 • PGL 19-01, Aqueous Film Forming Foam (AFFF) Input-Based Testing
123 Equipment, dated June 10, 2019.
- 124 • PGL 17-01, Aircraft Rescue and Firefighting (ARFF) Equipment Above Minimum
125 Part 139 Index Requirements, dated June 27, 2017.

126 **i-3. Relevant AIP Legislation**

- 127 • The contents of this Order are based on the AIP related legislation contained in
128 the United States Code (U.S.C.). Grants authorized by Title 49, U.S.C. Section
129 48103, as appropriated, carry out 49 U.S.C. Chapters 471 and 475 and related
130 chapters and enabling legislation.
- 131 • Throughout this Order, the AIP related legislation under Title 49, or uncodified in
132 a Public Law, is referred to as the law or AIP statute. Relevant citations are
133 linked, as applicable, throughout the Order's chapters and appendices. Specific
134 references to sections (§) of the law are provided in the form of 49 U.S.C. §
135 XXXXX.
- 136 • Previously, AIP was authorized by the Airport and Airway Improvement Act of
137 1982 (Public Law 97-248), which Congress repealed in 1994 and recodified as
138 Title 49 § 47101, et seq. (Public Law 103-272).
- 139 • 14 CFR Part 151 (Federal Aid to Airports) and 14 CFR Part 152 (Airport Aid
140 Program) were regulations for previous programs that existed prior to the AIP
141 and do not apply to the AIP.

142 **i-4. Application of 2 CFR Part 200**

143 2 CFR Part 200, Uniform Administrative Requirements, Cost Principles, and Audit
144 Requirements for Federal Awards, became effective for AIP on December 19, 2014.
145 There are some differences between 2 CFR Part 200 and the AIP statute. On occasion,
146 the AIP statute contains certain requirements (or lack thereof) that do not permit
147 application of a part of 2 CFR Part 200. Wherever this occurs, it will be noted in this
148 Order. Some of the differences occur where 2 CFR Part 200 addresses grant program
149 administration. These differences are principally because of the types of grant programs
150 that are covered by 2 CFR Part 200. Guidance to identify these differences and explain
151 how they are addressed in the administration of the AIP will be available at the time of
152 final Order publication.

153 **i-5. References**

154 References that provide additional, more specific information on airport development
155 topics are listed in each appendix. The versions of these reference documents are not
156 given (use the current version of the document).

157 **i-6. Use of the Term ARP Field Office**

158 For the purposes of this Order, the term ARP Field Office references the ARP office that
159 directly works with the sponsor. This may be a Regional Office or an Airports District
160 Office.

161 **i-7. Acronyms and Definitions**

162 Acronyms used throughout this Order are explained in Appendix A. Definitions for terms
163 used throughout this Order will be incorporated into the final Order.

164 **i-8. Errata and Revisions**

165 Errata and technical corrections to this Order may be issued periodically.

- 166 • APP-500 will continue to issue program guidance letters (PGLs) for short-term
167 policy guidance between Order changes. Once issued, PGLs will be posted on
168 the AIP website. Where inconsistencies arise between this Order and a
169 subsequently issued statute or PGL, the statute or PGL shall govern until
170 incorporated into the next revision of this Order.
- 171 • APP-500 has the option to issue official numbered changes to this Order.

- 172 • ARP has the option of issuing additional guidance, such as Standard Operating
173 Procedures, as well as other formats, to supplement this Order. Once issued, this
174 guidance will be posted on the AIP website.

175 **i-9. General Principles of this Order**

- 176 • Use of the Order is mandatory, as it is the published policy for AIP. Unless
177 options are specifically noted or non-mandatory language is used, the
178 procedures and requirements are mandatory. The Director of the Office of Airport
179 Planning and Programming (APP-1) must approve any deviation from the
180 procedures or requirements. All requests for deviations must be sent to APP-1
181 for processing.
- 182 • The term FAA policy denotes policy that ARP has established for AIP where
183 there is not a direct statutory reference in the law.
- 184 • Unless set procedures are necessary to achieve national standardization in grant
185 program administration, ARP Field Offices may adjust procedures that are not
186 dictated by legislation, rule, this Order, other published federal policy, or reasons
187 beyond the FAA's control.
- 188 • There may be paragraphs in this Order that appear to conflict with the general
189 requirements for eligibility, justification, or program administration. This is usually
190 due to legislative exceptions for a specific project or location. These exceptions
191 do not amend, change, or modify the general guidance and requirements. These
192 exceptions do not apply to other situations and must not be taken out of context.

193 **i-10. New Layout and Format**

194 The format of this version of the Order is significantly altered from FAA Order 5100.38D,
195 Change 1, AIP Handbook.

- 196 • The chapters are reduced and reorganized as shown in Table i-11.1.
- 197 • The appendices have also been reduced and reorganized to better focus on the
198 various components that may be contained in a project.
- 199 • Information broadly applicable to the administration of the AIP has been moved
200 out of this Order and onto the AIP website. This makes information about the
201 various types of airports, categories of funding, and types of sponsorship more
202 accessible. In addition, this will facilitate the FAA's ability to incorporate broad
203 statutory changes that impact key definitions more quickly.

204
205
206
207

- To supplement this Order, an AIP funding tool will be available at the time of final Order publication that allows interested parties to understand how specific types of projects, at different types of airports, may be funded. This tool is intended to complement, but not replace, guidance contained in this Order.

DRAFT

208 **i-11. Chapters and Appendices of the AIP Handbook**209 **Table i-11.1. AIP Handbook Chapters**

Chapters In This Handbook Include
Chapter 1. Key Principles of the AIP
Chapter 2. Eligibility and Justification
Chapter 3. Grant Prerequisites
Chapter 4. Grant Management Process

210

211 **Table i-11.2. AIP Handbook Appendices**

Appendices In This Handbook Include
Appendix A. Acronyms
Appendix B. Aircraft Operational Surfaces
Appendix C. Airfield Infrastructure
Appendix D. Environmental & Energy
Appendix E. Equipment & Facilities
Appendix F. Lighting, Signage & Markings
Appendix G. NAVAIDS
Appendix H. New Airport
Appendix I. Noise
Appendix J. Pilot Programs
Appendix K. Planning
Appendix L. Revenue Producing
Appendix M. Security
Appendix N. Terminal Development
Appendix O. Towers

212



1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27

CHAPTER 1 KEY PRINCIPLES OF THE AIP

CHAPTER 1 TABLE OF CONTENTS

Chapter 1 Key principles of the AIP.....	1-1
1-1. Overview.....	1-3
1-1.1. Funding Priorities.....	1-3
1-1.2. FAA’s Approach to Transportation Planning.....	1-3
1-2. AIP Grant Authority.....	1-4
1-2.1. Prioritizing Grants.....	1-4
1-3. Grant Recipients.....	1-4
1-3.1. Sponsor Qualification Criteria.....	1-5
1-4. Airports Discussed in this Order.....	1-5
1-5. Funding for Airport Development.....	1-5
1-5.1. Calculating the AIP Funding Distribution.....	1-5
1-5.2. AIP Grant categories.....	1-6
1-5.3. “Noncompetitive” Discretionary Fund.....	1-7
1-6. AIP Grant Agreements.....	1-7
1-7. Programs within the AIP.....	1-7
1-7.1. State Block Grant Program (SBGP).....	1-7
1-7.2. Airport Investment Partnership Program (AIPP).....	1-7
1-7.3. Military Airport Program (MAP).....	1-7
1-7.4. Letters of Intent (LOI).....	1-8
1-7.5. Innovative Finance Program.....	1-9
1-7.6. Pilot Program for the Purchase of Airport Development Rights.....	1-9
1-7.7. Other AIP Pilot Programs.....	1-9
1-8. Related Programs.....	1-9
1-8.1. Airport Safety and Resilient Infrastructure Discretionary Program (ASRID).....	1-9

28 1-8.2. Congressionally Directed Spending (CDS) / Community Project Funding (CPF) 1-10

29

30 **LIST OF TABLES**

31 Table 1-5.1. Calculating the Amount Available for Appointments..... 1-6

32 Table 1-7.4. LOI Project Criteria by Airport Type..... 1-8

DRAFT

33 **Chapter 1, Key Principles of the AIP**, outlines the overarching policies governing the Airport
 34 Improvement Program (AIP) including:

- 35 ▪ Statutory overview and authorities;
- 36 ▪ Grant sponsorship;
- 37 ▪ How airports are discussed in this Order;
- 38 ▪ Funding for airport development and the different categories of AIP funding;
- 39 ▪ Programs within the AIP; and
- 40 ▪ Related programs.

41 1-1. OVERVIEW

42 Since 1982, the Airport Improvement Program (AIP) has been the predominant Federal airport
 43 development grant funding mechanism used to achieve national policies. The laws pertaining to the AIP
 44 are codified in Title 49 of the United States Code (the AIP statute). In addition, other laws may apply to
 45 the implementation of the program. In some limited cases, provisions in annual appropriations
 46 legislation may also include specific program limitations or requirements. Although Federal law tasks the
 47 responsibilities contained in Title 49 to the Secretary of Transportation, the administration of the AIP has
 48 been delegated to the Federal Aviation Administration (FAA). The delegation of authority to the modes,
 49 with regard to grant programs, is consistent across the Department of Transportation (DOT).

50 1-1.1. FUNDING PRIORITIES

51 [Title 49 U.S.C. § 47101](#) defines the highest priority of airport development as the safe operation of the
 52 airport and airway system. Other priorities include, but are not limited to, preventing runway incursions,
 53 minimizing current and projected noise impacts on nearby communities, and supporting the
 54 development of various types of airports. The AIP statute outlines the United States' national
 55 transportation policy which includes:

56 It is the goal of the United States to develop a national intermodal transportation system
 57 that transports passengers and property in an efficient manner. The future economic
 58 direction of the United States depends on its ability to confront directly the enormous
 59 challenges of the global economy, declining productivity growth, energy vulnerability, air
 60 pollution, and the need to rebuild the infrastructure of the United States. [49 U.S.C.
 61 § 47101(b)(1)]

62 1-1.2. FAA'S APPROACH TO TRANSPORTATION PLANNING

63 The FAA understands the important role it plays in affecting U.S. transportation policy and cooperates
 64 with state and local officials to develop airport plans and programs that are based on overall
 65 transportation needs. In addition, [49 U.S.C. § 47103](#) directs the FAA to maintain a plan for developing
 66 public-use airports in the U.S. The [National Plan of Integrated Airport Systems \(NPIAS\)](#) includes the kind
 67 and estimated cost of eligible and justified airport development the FAA considers necessary to:

- 68 • Provide a safe, efficient, and integrated system of public-use airports adequate to anticipate and
 69 meet the needs of civil aeronautics;
- 70 • Meet the national defense requirements of the Secretary of Defense; and
- 71 • Meet identified needs of the United States Postal Service.

72 This holistic approach to transportation planning, based on national transportation policies, drives the
 73 FAA's exercise of its grant authority. The AIP statute, at [49 U.S.C. 47104](#), grants the FAA authority to make
 74 project grants to maintain a safe and efficient nationwide system of public-use airports that meets the
 75 present and future needs of civil aeronautics. While the AIP statute outlines general requirements
 76 related to incurring obligations, the FAA also has a fiduciary responsibility to pursue broader national
 77 policies and priorities in its administration of the AIP.

78 1-2. AIP GRANT AUTHORITY

79 The FAA may only fund AIP projects if it has the authority to do so under the AIP statute. This is not a
 80 concept exclusive to the AIP; this rule stems from Federal appropriations law which applies to Federal
 81 agencies. The AIP statute does not require the FAA to fund certain projects, but it does give the agency
 82 discretion to fund projects that are in compliance with the law, eligible, and justified. Airports are not
 83 required to construct some or all of the projects that are allowed under the AIP statute. The AIP statute
 84 grants permission for airports to apply for funding for the allowed projects, but doing so is not
 85 mandatory. If an airport chooses to construct such a project, and applies under the AIP, and if the FAA
 86 determines that a project is eligible and justified at that airport, then the FAA may fund the proposed
 87 project in whole or in part.

88 In rare circumstances, the AIP statute identifies specific nonallowable costs. Nonallowable airport
 89 development costs are discussed in [Chapter 2, Eligibility & Justification](#), and the appendices.

90 1-2.1. PRIORITIZING GRANTS

91 The FAA prioritizes grants based on criteria in the AIP statute. As stated in [49 U.S.C. § 47120](#), priority may
 92 be given to projects that are consistent with an integrated airport system plan. With regard to
 93 noncompetitive discretionary grants, the AIP statute requires the FAA to discourage grant sponsors from
 94 using apportioned funds for lower priority projects and then seeking discretionary funding for higher
 95 priority projects.

96 Project eligibility and justification are explained in detail in [Chapter 2](#) of this Order. The FAA may approve
 97 sponsors' grant applications to fund the Federal share – a percentage of the grant sponsor's allowable
 98 costs – that are eligible and justified. Allowable costs are limited to specific criteria stated in the AIP
 99 statute and further addressed in [Chapters 2](#) and [3, Grant Prerequisites](#). Project-specific costs are
 100 included in the applicable appendices of this Order. Prior to approving a grant application, the FAA must
 101 be satisfied that a project meets specific criteria. These criteria are discussed further in [Chapters 3](#) and [4,](#)
 102 [Grant Management Process](#).

103 1-3. GRANT RECIPIENTS

104 Grants are made to grant sponsors [[link to airport sponsors page](#)] to carry out airport planning and
 105 airport development, as defined in the AIP statute, and airport noise compatibility planning and
 106 programs. The AIP statute specifies the types of entities that may serve as a grant sponsor. As defined in
 107 [49 U.S.C. § 47102](#), a grant sponsor is a public agency that submits a grant application for financial
 108 assistance to the FAA. Public agencies are defined as:

- 109 • A State, including U.S. territories, or a political subdivision of a State;
- 110 • A tax-supported organization;
- 111 • An Indian tribe or pueblo; and
- 112 • The Republic of the Marshall Islands, Federated States of Micronesia, and Republic of Palau.

113 In some cases, the owner of a privately-owned airport may serve as a grant sponsor. Absent participation
114 in the Airport Investment Partnership Program (discussed further below), this is limited to privately-
115 owned airports that serve as a reliever airport in the NPIAS or have at least 2,500 passenger boardings
116 each year and receive scheduled passenger service.

117 A grant recipient, either a sponsor or a State, is an entity that receives AIP funding. The FAA works with a
118 variety of qualified airport sponsors to pursue the United States' national transportation policy. The
119 different types of airport sponsors ensure the AIP can support a wide range of projects and initiatives,
120 ultimately contributing to the improvement and efficiency of the national aviation system.

121 1-3.1. SPONSOR QUALIFICATION CRITERIA

122 Prior to issuing an AIP grant, the ARP Field Office must determine that the sponsor is able to assume the
123 responsibilities defined in the grant. Information on the qualification criteria for the different types of
124 airport sponsors is available here [[link to sponsor qualification page](#)]. A determination on the
125 qualifications of a new airport sponsor may require coordination with the Office of Airport Compliance
126 and Management Analysis (ACO).

127 1-4. AIRPORTS DISCUSSED IN THIS ORDER

128 The AIP statute, at [49 U.S.C. § 47102](#), defines what constitutes an airport. An airport, which includes a
129 heliport, means:

- 130 • An area of land or water used or intended to be used for the landing and taking off of aircraft;
- 131 • The area used or intended to be used for airport buildings or other airport facilities or rights of
132 way; and
- 133 • Airport buildings and facilities located in any of those areas.

134 The AIP statute refers to airports in many different ways. Airports can be described by their ownership,
135 the type or scope of service they provide, and other special categories. More information about the
136 different types of airports described in the law is available here [[link to airport categories landing page](#)].
137 Grant sponsors may seek financial assistance from the FAA for public-use airports included in the current
138 NPIAS.

139 1-5. FUNDING FOR AIRPORT DEVELOPMENT

140 Established in 1970, the [Airport and Airway Trust Fund \(AATF\)](#), also known as the Aviation Trust Fund,
141 helps finance the FAA's investments in the airport and airway system and is the AIP's primary source of
142 airport development funding. While authorizing legislation grants the FAA the legal authority to make
143 grants from the AATF, the authority to spend any revenues allocated from the AATF must be reauthorized
144 periodically through congressional action on appropriations legislation. In addition, the annual
145 appropriations law may contain provisions that impact the funding distribution calculation of the AIP.

146 1-5.1. CALCULATING THE AIP FUNDING DISTRIBUTION

147 In developing the funding distribution calculation of the AIP, the FAA:

- 148 • Apportions current fiscal year funds once appropriated, and
- 149 • Credits the remaining amounts to the noncompetitive discretionary fund, including the special
150 apportionment categories described in the law.

151 Amounts apportioned to grant sponsors in a fiscal year may be carried over to the next fiscal year,
 152 provided the funds remain available as apportionments. The FAA may credit the funds carried over in a
 153 fiscal year to the noncompetitive discretionary fund. Amounts carried over may be restored to grant
 154 sponsors, subject to the period of availability, when sufficient funds are made available under the AIP.

155 If the noncompetitive discretionary fund does not have a minimum of \$148 million, the FAA may reduce
 156 specified apportionments by equal amounts. The FAA may also add an amount equal to one-third of the
 157 prior year carried over apportionment funds out of the anticipated amount of current year
 158 apportionment funds that it anticipates sponsors may carry over.

159 As a result, when Congress does not pass the FAA’s appropriations bill on or before October 1, and the
 160 FAA is operating under a continuing resolution, operating under an existing authorization without a
 161 continuing resolution, or is shut down due to a lack of appropriations, finalizing the funding distribution
 162 calculation for the AIP may be challenging. While some apportionment funding can be planned, limited
 163 or partial programs pose implementation challenges for both the FAA and grant sponsors.

164 When the FAA has both authorizing authority and appropriations, a final funding distribution calculation
 165 for the fiscal year’s AIP can be developed. Because additional programs are funded from the AIP’s
 166 appropriated level, the amounts for these programs are deducted to establish the amount available for
 167 apportionments. The amount available for apportionments is the appropriated AIP level less additional
 168 program funding. For example:

169 **TABLE 1-5.1. CALCULATING THE AMOUNT AVAILABLE FOR APPOINTMENTS**

Fiscal Year (FY) 2026 AIP Appropriated Level	\$4,000,000,000
Small Community Air Service Development Program	\$15,000,000
Administration of the AIP	\$160,000,000
Airport Technology Research Program	\$41,827,000
Airport Cooperative Research Program	\$15,000,000
Amount Available for Apportionments	\$3,768,173,000

170 **1-5.2. AIP GRANT CATEGORIES**

171 From the amounts available for apportionments, the FAA completes its funding distribution calculation,
 172 which includes:

- 173 • Apportionments – funding that is calculated using formulas contained in [49 U.S.C. § 47114](#) and
 174 provided to airport sponsors, States, and qualifying public agencies (some apportionments are
 175 referred to as entitlement funding);
- 176 • Noncompetitive Discretionary Fund – funding the law directs to special categories of airport
 177 development and grants that the FAA considers most appropriate to achieve airport
 178 improvement priorities; and
- 179 • Small Airport Fund – a separate funding category available only to Small Hub [[link to small hub](#)
 180 [page](#)], Nonhub [[link to nonhub page](#)] and all nonprimary airports [[link to airport types landing](#)
 181 [page](#)] eligible to receive apportionments.

182 The AIP statute requires amounts to be apportioned based on the formulas as soon as funds are made
 183 available, which are subject to annual appropriations. More information on the different categories of
 184 AIP funding is available here [[link to AIP funds landing page](#)].

185 1-5.3. "NONCOMPETITIVE" DISCRETIONARY FUND

186 Although the AIP statute references a "discretionary fund," these grants are considered noncompetitive
187 because they are not openly competed as discussed in [Title 2 of the Code of Federal Regulations Part](#)
188 [200. Public Law 118-63, in section 747](#), explicitly exempts the AIP from any public notice
189 of funding opportunity (NOFO) requirement.
190

191 1-6. AIP GRANT AGREEMENTS

192 AIP grant agreements state the obligations to be assumed by the grant sponsor and the maximum
193 amount the FAA will contribute to the project. The FAA's share of a project's allowable costs may vary
194 based on factors which include the type of airport [[link to airport categories landing page](#)] at which the
195 work will occur, the grant recipient [[link to airport sponsors page](#)], the type of AIP funding used [[link to](#)
196 [AIP funds landing page](#)], the project itself, and other specific circumstances outlined in the AIP statute.

197 An offer that is accepted in writing by the sponsor is a binding agreement between the FAA and the
198 grant sponsor. The FAA may pay or be obligated to pay a project cost only after a grant agreement for the
199 project is signed. Under some circumstances, as outlined in the AIP statute, costs incurred by the grant
200 sponsor prior to the execution of the grant agreement may be allowable. This is discussed further in
201 [Chapter 2](#) of this Order. In addition, [Chapter 4](#) discusses grant management.

202 1-7. PROGRAMS WITHIN THE AIP

203 1-7.1. STATE BLOCK GRANT PROGRAM (SBGP)

204 The AIP statute permits the FAA to designate up to 20 states each fiscal year to assume administrative
205 responsibilities and associated program implementation for AIP grants for the nonprimary airports in
206 their respective state. These administrative responsibilities are specifically defined in the SBGP
207 Memorandum of Agreement (MOA), which each SBGP state must enter into with the FAA to qualify for
208 grants under the SBGP. More information about the SBGP, including the participating states and current
209 MOA, is available [here](#).

210 1-7.2. AIRPORT INVESTMENT PARTNERSHIP PROGRAM (AIPP)

211 The AIPP allows airport sponsors to explore privatization, through the lease or sale of an airport, as a
212 means to generate access to sources of private capital for airport improvement and development. The
213 AIP statute permits limited AIP grant funding to be used for predevelopment planning costs that may be
214 associated with applying to this program. More information about this program is available [here](#).

215 1-7.3. MILITARY AIRPORT PROGRAM (MAP)

216 The AIP statute permits the FAA to designate up to 15 airports to participate in the MAP. This designation
217 allows the FAA to issue AIP grants to the civil sponsors of military airfields for the development of
218 aviation facilities for the public. It also assists new airport sponsors with converting former military
219 airfields to public-use to add system capacity and reduce congestion at existing airports experiencing
220 significant delays. Airports participating in the MAP may compete for the MAP special discretionary
221 apportionment funding [[link to MAP funding page](#)] and use AIP grants for some costs that would
222 otherwise be nonallowable. More information about MAP is [here](#).

223 1-7.4. LETTERS OF INTENT (LOI)

224 An LOI states the FAA’s intention to obligate, from future budget authority, a specified dollar amount
 225 for future airport development at a primary or reliever airport. While not considered an obligation of the
 226 government or an administrative commitment of financing, an LOI outlines the schedule under which
 227 the FAA will reimburse the grant sponsor for the government's share of allowable project costs as
 228 amounts become available. Projects carried out under an LOI must comply with the FAA’s statutory
 229 and administrative requirements.

230 The FAA is authorized to issue LOIs to fund airport development projects aimed at enhancing or
 231 preserving capacity. LOI scheduled payments are based on future appropriations and require sponsors to
 232 adhere to rules on using airport apportionments and discretionary funds. The FAA cannot mandate
 233 Passenger Facility Charges (PFCs) as a funding condition. Projects remain eligible for discretionary funds
 234 even if an airport's status changes. Interest costs from bonds or other debts are not reimbursable.

235 **TABLE 1-7.4. LOI PROJECT CRITERIA BY AIRPORT TYPE**

Airport Type	Criteria
Large and Medium Hub*, Small Hub, Nonhub, and Reliever Airports	<p>Capacity Enhancing Projects:</p> <ul style="list-style-type: none"> ▪ Airfield Capacity: Projects must increase airfield capacity by enabling increases in aircraft operations with improved runway capacity as measured by expected increases in called rates or reductions in runway occupancy time, additional runway length or width to enable use by more capable (larger) aircraft with more seats, cargo capacity, or trip distance (including a more demanding runway designation code or RDC), or reducing airfield delays. ▪ Supporting Infrastructure: Include only AIP-eligible infrastructure essential for completing the LOI project. Sometimes logically necessary additions, like extending a parallel taxiway with a runway extension, are included. ▪ Non-Supporting Infrastructure: Avoid components that are not essential for the LOI project's completion or benefits. ▪ Aprons: New aprons must increase capacity. These projects are less favored than runways or taxiways. Apron projects due to terminal changes rarely qualify. ▪ System Capacity*: ARP Headquarters must determine that the project will significantly enhance system-wide airport capacity. Large hub airports must demonstrate that the capacity benefits are measurable and significant. ▪ Ineligible Projects*: Projects solely extending pavement life do not meet LOI new capacity requirements. ▪ Eligible Reconstruction*: Must enhance capacity by increasing called rates, payload (seats, cargo, trip distance), or reducing delays or dependencies such as eliminating intersecting runways.
New Airports:	<ul style="list-style-type: none"> ▪ Additional Capacity Considerations: Must provide net runway capacity gain to fulfill unmet civil aeronautical needs in consideration of the facility’s role relative to other airports.

236 * These criteria are applicable only to Large and Medium Hub airports.

237 These criteria inform the expected benefit of proposed projects on airport operational capacity and
 238 overall system wide efficiency. More information about LOIs, including small airport LOIs (SALOIs) is
 239 available [here](#).

240 1-7.5. INNOVATIVE FINANCE PROGRAM

241 The FAA may approve AIP grants for innovative financing techniques related to an airport development
 242 project. The purpose of these grants is to provide information on the benefits and difficulties of using
 243 innovative finance techniques for airport development projects, to lower the total cost of an airport
 244 development project, or to expedite the delivery or completion of an airport development project
 245 without reducing safety or causing environmental harm.

246 The program is open to all airports except Large Hubs, and a maximum of 30 airport development
 247 projects can be approved per fiscal year. Allowable innovative finance techniques under the program are
 248 limited to:

- 249 ▪ Payment of interest;
- 250 ▪ Commercial bond insurance and other credit enhancements associated with airport bonds for
 251 eligible airport development;
- 252 ▪ Flexible non-Federal matching requirements;
- 253 ▪ Use of primary apportionments, nonprimary commercial service apportionments, cargo
 254 apportionments, general aviation airport apportionments, the Alaska supplemental, and state
 255 apportionments to pay principal and interest for terminal development costs incurred before
 256 December 12, 2003; and
- 257 ▪ Any other techniques the FAA determines are consistent with the program's purposes.

258 The implementation of any of these techniques cannot be used in a manner giving rise to a direct or
 259 indirect guarantee of any airport debt instrument by the Federal Government.

260 1-7.6. PILOT PROGRAM FOR THE PURCHASE OF AIRPORT DEVELOPMENT RIGHTS

261 The FAA has developed a pilot program that permits a state or a political subdivision of a state to
 262 purchase the development rights associated with or directly affecting the use of a privately-owned
 263 public-use airport in the same state as the grant sponsor. The rights purchased must ensure the airport
 264 property continues to be used as a public airport in perpetuity and requires the grant sponsor to obtain
 265 an easement or other appropriate covenant. The AIP statute limits the funding available for this pilot
 266 program to apportionment funds, and the grant may not exceed 90 percent of the costs of developing
 267 the rights. Participation in this pilot program is limited to 10 airports.

268 1-7.7. OTHER AIP PILOT PROGRAMS

269 Other AIP pilot programs may be established by statute. For more information about the current pilot
 270 programs that exist within the AIP, see [Appendix J, Pilot Programs](#).

271 1-8. RELATED PROGRAMS

272 1-8.1. AIRPORT SAFETY AND RESILIENT INFRASTRUCTURE DISCRETIONARY PROGRAM (ASRID)

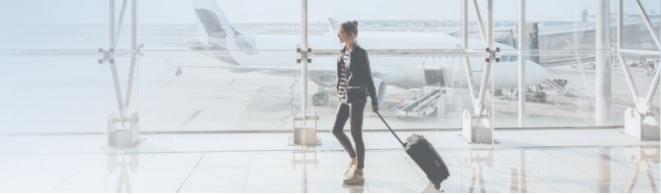
273 In 2018, the U.S. Congress authorized supplemental discretionary funding for airport development. This
 274 section of the AIP statute was further amended in 2024 and is now referred to as ASRID. ASRID

275 authorizes additional funding for limited airport development at any airport eligible to receive
276 noncompetitive discretionary funding. More information about [ASRID](#) is available [here](#).
277

278 1-8.2. CONGRESSIONALLY DIRECTED SPENDING (CDS) / COMMUNITY PROJECT FUNDING (CPF)

279 As part of the annual appropriations process, additional, non-AIP funding may be appropriated for
280 specific airports for airport development projects. These projects, sometimes referred to as “earmarks,”
281 have historically been funded by the General Fund and not the [AATF](#). Unless otherwise explicitly noted in
282 the appropriations law CDS/CPF spending is subject to the same eligibility and justification requirements
283 as outlined in the AIP statute.

DRAFT



CHAPTER 2 – ELIGIBILITY AND JUSTIFICATION

TABLE OF CONTENTS

1		
2		
3	TABLE OF CONTENTS	
4	Chapter 2 – Eligibility and Justification	2-1
5	2-1. Overview	2-4
6	2-1.1. AIP Statutory Eligibility	2-4
7	2-1.2. Orders Versus Advisory Circulars.....	2-4
8	2-1.3. AIP and PFC Eligibility Differences	2-5
9	2-2. Eligibility.....	2-5
10	2-2.1. Unclassified Airports Eligibility Limitations.....	2-6
11	2-2.2. Disaster Recovery Eligibility Limitations	2-6
12	2-3. Justification.....	2-6
13	2-3.1. Determining Justification.....	2-7
14	2-3.2. Minimum Useful Life.....	2-8
15	2-3.3. Use of Critical Aircraft Justification.....	2-9
16	2-3.4. Safety and Security Project Justification.....	2-10
17	2-3.5. Benefit Cost Analysis (BCA) for AIP Projects.....	2-10
18	2-3.5.1. Associated Work	2-11
19	2-3.5.2. Estimated Funding	2-11
20	2-3.5.3. Capacity Projects using Noncompetitive Discretionary funds.....	2-11
21	2-3.5.4. All Other Projects.....	2-11
22	2-3.5.5. Allowable Preparation Costs.....	2-11
23	2-3.6. Allowable Costs.....	2-11
24	2-3.6.1. Costs Must Be Necessary	2-12
25	2-3.6.2. Costs Must Be Incurred After Grant Agreement Is Executed	2-12
26	2-3.6.2.1. Climate-Related Conditions Reimbursement	2-13
27	2-3.6.3. Costs Must Be Reasonable.....	2-14
28	2-3.6.4. Costs Must Not Be in Another Federal Grant	2-17

29 2-3.6.5. Allowable Federal Share Requirement2-17

30 2-3.6.6. Specific Allowable Project Costs2-17

31 2-3.6.6.1. General Administrative and Indirect Costs2-17

32 2-3.6.6.2. Construction and Infrastructure Costs2-19

33 2-3.6.6.3. Environmental and Historic places Costs.....2-20

34 2-3.6.6.4. Equipment and Technology Costs2-20

35 2-3.6.6.5. Land, Legal, and Relocation Costs.....2-22

36 2-3.6.6.6. Operational and Safety Costs2-27

37 2-3.6.6.7. Utility and Service Costs2-28

38 2-3.6.6.8. Project Development and Agreement Costs2-28

39 2-3.6.6.9. Hazardous Chemical Mitigation.....2-29

40 2-3.6.6.10. Permitted Costs Not Typically Allowable.....2-29

41 2-3.7. Prohibited Projects and Unallowable Costs.....2-29

42

43 **LIST OF TABLES**

44 Table 2-2.1. Differences Between Construction, Routine Work, Rehabilitation, and Reconstruction

45 Projects2-5

46 Table 2-2.2. Eligible Unclassified Airport Projects2-6

47 Table 2-3.1. Requirements to Determine if a Project is Justified2-7

48 Table 2-3.2. Minimum Useful Life – Unless Listed in Appendices2-8

49 Table 2-3.3. Useful Life Considerations2-8

50 Table 2-3.4. Safety Project Justification.....2-10

51 Table 2-3.5. Security Project Justification.....2-10

52 Table 2-3.6. Five Basic Requirements for Allowable Costs2-11

53 Table 2-3.7. Reimbursing Costs Incurred Prior to Grant Execution2-12

54 Table 2-3.8. Climate-Related Conditions Statutory Requirements for Reimbursement2-13

55 Table 2-3.9. Climate-Related Conditions Implementation Requirements for Reimbursement2-14

56 Table 2-3.10. Sponsor Requirements for Cost Reasonableness2-15

57 Table 2-3.11. Administrative Cost Requirements2-18

58 Table 2-3.12. Indirect Cost Rate Calculation Criteria.....2-18

59 Table 2-3.13. Common Allowable Land Costs and Associated Restrictions2-22

60 Table 2-3.14. Allowable Costs for Facilities on AIP Acquired Land.....2-23

61 Table 2-3.15. Legal Cost Requirements2-24

62 Table 2-3.16. Allowable Costs For Facilities Impeding an AIP Project.....2-25

63 Table 2-3.17. Examples of Prohibited Projects and Costs.....2-29

DRAFT

64 **Chapter 2, *Eligibility and Justification***, addresses the statutory and regulatory provisions for eligibility,
65 justification, and cost reasonableness related to implementing AIP projects. This chapter builds on the
66 principles outlined in [Chapter 1, *Key Principles of the Airport Improvement Program*](#), and provides
67 guidance for evaluating projects in accordance with statutory requirements. Specific requirements for
68 these determinations are described in more detail in the applicable project appendix.

69 This chapter establishes the framework for understanding:

- 70 ▪ Project eligibility;
- 71 ▪ Project justification; and
- 72 ▪ Assessment of allowable, necessary, and reasonable project costs.

73 **2-1. OVERVIEW**

74 With the enactment of the Airport and Airway Improvement Act of 1982 (AAIA), Congress established
75 that the FAA’s highest aviation priority is the safe operation of the airport and airway system. Congress
76 further directed the FAA undertake construction and improvement projects

77 “...that increase the capacity of facilities to accommodate passenger and cargo
78 traffic...to the maximum feasible extent so that safety and efficiency increase and
79 delays decrease”; and

80 “...provide for the protection and enhancement of natural resources and the
81 quality of the environment.” [49 U.S.C. § 47101(a)(7)-(8)]

82 **2-1.1. AIP STATUTORY ELIGIBILITY**

83 If the AIP statute does not provide the authority to fund an action or an item, that action or item cannot
84 be funded using AIP.

85 An airport is not required to construct some or all of the items that are allowed under AIP but may do
86 so, provided the FAA determines the items are eligible and justified at that airport.

87 **2-1.2. ORDERS VERSUS ADVISORY CIRCULARS**

88 The FAA issues orders that are binding on FAA personnel and contain mandatory instructions and
89 directives for staff making grant programming decisions. The FAA develops Advisory Circulars (ACs) to
90 provide a single, uniform, agency-wide system to deliver advisory materials to external stakeholders,
91 including airport sponsors. ACs cover a broad range of topics, including those related to airport design,
92 construction, and equipment standards.

93 For Federally obligated airports in the National Plan of Integrated Airport Systems (NPIAS), certain ACs,
94 specifically those in the 150 series, require mandatory compliance under [airport sponsor assurance 34,
95 Policies, Standards, and Specifications](#). However, in many instances, the information contained in ACs
96 exceeds what is justified under the AIP.

97 This Order contains instructions and directives for FAA personnel determining project eligibility and
98 justification. It also instructs on how to determine proper scope and allowable project costs.

99 **2-1.3. AIP AND PFC ELIGIBILITY DIFFERENCES**

100 Although closely related, there are differences in project eligibility between the AIP and the [Passenger](#)
 101 [Facility Charge](#) (PFC) programs. PFC offers expanded eligibility in certain areas. These differences are
 102 discussed in the current version of [FAA Order 5500.1, Passenger Facility Charge](#).

103 **2-2. ELIGIBILITY**

104 The AIP statute identifies the general types of projects that may be funded with AIP: airport planning,
 105 airport development, equipment acquisition, noise compatibility planning, and noise compatibility
 106 projects.

107 The statutory definition of airport development found at 49 U.S.C. § 47102 includes certain eligible
 108 project types that may be undertaken by the public sponsor (owner or operator) of a public-use airport,
 109 and, in some cases, private sponsors. Only projects that are eligible may be funded by AIP grants.
 110 However, the statute does not provide a comprehensive list of eligible projects but rather provides
 111 broad categories of projects that may be funded if the FAA determines the specific projects are both
 112 eligible and justified, as discussed in [Section 2-1.1, AIP Statutory Eligibility](#).

113 Eligible projects align with statutory project categories, including construction, routine work, also known
 114 as maintenance, rehabilitation, and reconstruction. Since these terms are used within the appendices,
 115 they are defined in Table 2-2.1, Differences Between Construction, Routine Work, Rehabilitation, and
 116 Reconstruction Projects. Refer to the specific appendices for additional eligibility requirements and
 117 necessary clarification of these terms as they pertain to the applicable project.

118 **TABLE 2-2.1. DIFFERENCES BETWEEN CONSTRUCTION, ROUTINE WORK, REHABILITATION, AND RECONSTRUCTION**
 119 **PROJECTS**

Term	Definition
Construction	Construction includes the acquisition, installation, or construction of facilities or equipment that are specifically new to the airport. It also includes expanding, extending, improving, and modifying facilities and equipment, including, but not limited to, Aircraft Operational Surfaces (AOS) or airfield lighting and control and monitoring systems.
Routine Work	Routine work includes regular or recurring maintenance necessary to preserve existing airport facilities or equipment in good condition, any work involved in the care or cleaning of existing airport facilities or equipment, and any incidental or minor repair work on existing facilities or equipment. Minor repair is a stopgap measure to keep the facility or equipment operational until a rehabilitation or reconstruction project is funded.
Rehabilitation	Rehabilitation is a more comprehensive restoration or preservation of the facility or equipment to extend its useful life prior to reconstruction.
Reconstruction	Reconstruction is the replacement or complete restoration to original functionality of a facility or equipment. Reconstruction restarts the useful life of a facility or a piece of equipment.

120 2-2.1. UNCLASSIFIED AIRPORTS ELIGIBILITY LIMITATIONS

121 Airports that are listed in the current NPIAS report with limited activity are designated as unclassified
122 airports. Per [49 U.S.C. § 47106](#), project eligibility is limited at unclassified airports. These projects can
123 only be funded with state apportionment funds. To be considered for AIP funding, eligible projects at
124 unclassified airports must also meet justification requirements, which are further described in this
125 chapter and in the applicable project type appendix. ARP Field Office approval is required for all projects
126 at unclassified airports. Refer to Table 2-2.2, Eligible Unclassified Airport Projects, for eligible projects
127 and requirements or limitations.

128 **TABLE 2-2.2. ELIGIBLE UNCLASSIFIED AIRPORT PROJECTS**

Effort	Requirement / Limitation
Maintenance of the pavement of the primary runway	Refer to Appendix B, Aircraft Operational Surfaces , for specific requirements.
Obstacle removal or obstruction mitigation for the primary runway	<ul style="list-style-type: none">▪ One time effort only. Refer to Table 2-3.17, Examples of Prohibited Projects and Costs.▪ Refer to Appendix C, Airfield Infrastructure, for additional requirements.
Rehabilitation of the primary runway	Refer to Appendix B, Aircraft Operational Surfaces , for specific requirements.
A project that the FAA considers necessary for the safe operation of the airport	A project under this category requires ARP Field Office approval. Refer to applicable project appendix for additional requirements.

129 2-2.2. DISASTER RECOVERY ELIGIBILITY LIMITATIONS

130 AIP statutory authority does not encompass recovery grant funding eligibility but rather authorizes AIP
131 funding for airport planning and development projects pursuant to an Airport Capital Improvement Plan
132 (ACIP). The FAA does not interpret any statute as providing the FAA with statutory authority to fund
133 disaster recovery, except for the FAA’s ability to fund runway safety area repairs in certain
134 circumstances pursuant to [49 U.S.C. § 47144](#).

135 Planning and development of projects aimed at preventing damage and investing in improvements is
136 permitted under [49 U.S.C. § 47102](#). This is limited to primary airports and certain nonprimary airports
137 designated by the Federal Emergency Management Agency (FEMA). These projects focus on efforts that,
138 if in place prior to a disaster, would facilitate the resumption or sustainment of operations, rather than
139 reacting to an immediate emergency. [Appendix K, Planning](#), discusses how these proactive planning
140 efforts can be incorporated into a master plan.

141 **2-3. JUSTIFICATION**

142 Justification is a needs-based determination delegated to the FAA by statute. Per [49 U.S.C. § 47103](#), the
143 FAA must maintain a plan identifying the kind and estimated costs of eligible airport development the

144 FAA considers necessary (needed) to provide a safe, efficient, and integrated system of public use
 145 airports adequate to anticipate and meet the needs of civil aeronautics, to meet the national defense
 146 requirements of the Secretary of Defense, and to meet identified needs of the United States Postal
 147 Service.

148 To fulfill this requirement, the FAA uses [Order 5090.5, Formulation of the National Plan of Integrated](#)
 149 [Airport Systems \(NPIAS\) and the Airports Capital Improvement Plan \(ACIP\)](#), to manage two key tools:

- 150 ▪ The National Plan of Integrated Airport Systems (NPIAS), and
- 151 ▪ The Airport Capital Improvement Plan (ACIP).

152 While the NPIAS identifies all eligible and justified airport development project needs across the
 153 country, the ACIP serves as the FAA’s primary tool to prioritize and fund these projects. Together, these
 154 frameworks ensure that Federal investments directly support justified needs.

155 The FAA may issue project grants only to those projects that meet the present and future needs of civil
 156 aeronautics per [49 U.S.C. § 47104](#). Further, [49 U.S.C. § 47110](#) limits the FAA’s authority to pay costs
 157 incurred in carrying out a project to those costs that the FAA determines are allowable and reasonable.

158 This section includes various subsections that outline the key factors that compromise project
 159 justification. These factors include determining the need and scope of projects, ensuring minimum
 160 useful life requirements are met, and evaluating the impact of critical aircraft. Additionally, as part of
 161 establishing project justification, FAA personnel assess safety and security, conduct a benefit cost
 162 analysis ([BCA](#)) if necessary, and assess project costs to ensure that they are allowable. Each sub-section
 163 provides a structured approach to ensure projects align with Federal requirements and effectively
 164 support the goals of the AIP.

165 **2-3.1. DETERMINING JUSTIFICATION**

166 To be justified, projects must advance at least one of the AIP policies contained in [49 U.S.C. § 47101](#).
 167 Project specific justification requirements are discussed or referenced in the appendix associated with
 168 the applicable project.

169 **TABLE 2-3.1. REQUIREMENTS TO DETERMINE IF A PROJECT IS JUSTIFIED**

Requirement	Supported By
Project Advances an AIP Policy	The stated, statutory AIP policy objectives include advancing airport safety, security, and capacity; meeting FAA standards; preserving airport infrastructure through reconstruction or rehabilitation; protecting and enhancing the environment; reducing energy consumption and air pollution; minimizing aircraft noise impacts; and airport planning. AIP funds must not be used for a project that does not specifically advance one of the statutory AIP policies.
Actual Need	The ARP Field Office must determine if there is an actual need for the project and a timeframe for the need. This information is derived from locally prepared planning documents, such as airport master plans, state system plans, and capital improvement plans. Additional information regarding planning for eligible AIP projects can be found in FAA Order 5090.5 .

Requirement	Supported By
Project Scope is Appropriate	The ARP Field Office must determine that only the elements required to obtain the full benefit of the project are included in the scope. These elements are considered necessary to complete the project. Elements that are not necessary to complete the project may be completely independent or may be considered related or incidental. These elements must be eligible and justified separately based upon their own merits. Further information on necessary work components and on related or incidental efforts can be found in FAA Order 5090.5 .

170 2-3.2. MINIMUM USEFUL LIFE

171 Minimum useful life requirements are provided in the appendices with each type of project. If none is
 172 provided, the following applies to the effort.

173 **TABLE 2-3.2. MINIMUM USEFUL LIFE – UNLESS LISTED IN APPENDICES**

Effort	Minimum Useful Life		
	Construction (Starts useful life)	Reconstruction (Restarts useful life)	Rehabilitation (Extends useful life)
Development or Construction	Twenty (20) years	Twenty (20) years since initial construction or last reconstruction	Ten (10) years since initial construction, last reconstruction, or last rehabilitation
Equipment and Vehicles	Ten (10) years	Ten (10) years since initial construction or last reconstruction	Five (5) years since initial construction, last reconstruction, or last rehabilitation
Buildings - Concrete	Forty (40) years	Forty (40) years since initial construction or last reconstruction	Twenty (20) years since initial construction, last reconstruction, or last rehabilitation
Buildings – Other Than concrete	Twenty (20) years	Twenty (20) years since initial construction or last reconstruction	Ten (10) years since initial construction, last reconstruction, or last rehabilitation

174 As a condition of project justification, the minimum useful life of the facility or equipment being
 175 rehabilitated or reconstructed must have been met. See Table 2-3.3, Useful Life Considerations, for
 176 additional details on how to calculate the useful life of an AIP-funded project.

177 **TABLE 2-3.3. USEFUL LIFE CONSIDERATIONS**

Useful Life Starting Date
<ul style="list-style-type: none"> ▪ For development or construction: useful life begins on the grant execution date for initial construction effort, and

- **For equipment and vehicles:** useful life begins on equipment or vehicle acquisition grant closeout date.

Useful Life and Grant Assurances

- The 40-year useful life of buildings in Table 2-3.2, Minimum Useful Life – Unless Listed in Appendices, does not extend grant assurance obligations for grants to construct buildings beyond 20 years, in accordance with Section B(1) of the [airport sponsor assurances](#).

178 If the facility or equipment for which a sponsor seeks AIP funding has not achieved its minimum useful
179 life, the ARP Field Office must determine the following to support project justification:

- 180 ▪ Whether the facility or equipment was properly maintained;
- 181 ▪ Whether it deteriorated due to a natural disaster;
- 182 ▪ Whether it deteriorated due to construction flaws, including design and engineering;
- 183 ▪ If it must be expanded or improved to meet standards; and
- 184 ▪ Whether the existing condition contributes to documented safety determinations.

185 Meeting or exceeding useful life does not fully justify rehabilitation or reconstruction (replacement) but
186 rather allows the project to proceed for further consideration. Further consideration must include
187 determining if the facility or equipment is no longer functional or maintainable due to circumstances
188 beyond the sponsor's control.

189 If the facility or equipment that has met or exceeded its useful life is performing, or is reasonably
190 expected to continue performing, as intended without extenuating circumstances, the project is not
191 justified.

192 If the facility or equipment has met or exceeded its useful life and is not performing as intended, the
193 project is justified. Examples of not performing as intended include, but are not limited to, documented
194 outages, obsolete parts, or numerous maintenance efforts.

195 2-3.3. USE OF CRITICAL AIRCRAFT JUSTIFICATION

196 For some projects, the ARP Field Office must determine if a project is justified based on the applicable
197 critical aircraft for the project. More than one critical aircraft may control the design of any specific
198 airport's different facility features, such as runway length, strength of paved areas, taxiway fillet design,
199 or lateral separations in airfield layout. The ARP Field Office must use the current version of [AC](#)
200 [150/5000-17, Critical Aircraft and Regular Use Determination](#), to determine the critical aircraft for
201 specific projects. For funding purposes, it is FAA policy per OMB budget augmentation rules that the
202 regular use requirement for critical aircraft must not include military or Federally-owned aircraft for an
203 AIP or PFC project.

204 For certain projects, the ARP Field Office has the option to determine whether a project is justified
205 based on existing activity at the airport or activity that is projected to be at the airport within the next
206 five years. The ARP Field Office has the option to request the sponsor submit letters of support from
207 flight operators if the justification is based on future activity within this timeline. The letters must
208 describe the airport user's plans or anticipated activity by aircraft type as an input into the
209 determination of the critical aircraft.

210 2-3.4. SAFETY AND SECURITY PROJECT JUSTIFICATION

211 Undertaking a project for safety or security requires additional review by the ARP Field Office to ensure
212 the project meets safety or security-specific justification requirements. Additional requirements for
213 specific projects are found in the applicable appendix.

214 TABLE 2-3.4. SAFETY PROJECT JUSTIFICATION

Safety projects must...
<ul style="list-style-type: none"> ▪ Address a safety deficiency identified by a Part 139 violation;
<ul style="list-style-type: none"> ▪ Be documented as a needed runway incursion prevention measure (<i>e.g.</i>, runway incursion mitigation or RIM location);
<ul style="list-style-type: none"> ▪ Be documented as needed based on a determination in support of a safety risk management panel (SRMP);
<ul style="list-style-type: none"> ▪ Be needed to address a Runway Safety Action Team (RSAT) recommendation; or
<ul style="list-style-type: none"> ▪ Be required by the airport's wildlife hazard mitigation plan (WHMP), assessment, or site visit. The type of activity is dependent on based aircraft and operations.

215 In addition, per [49 U.S.C. § 47102](#), any airport activity, excluding terminal development, that the FAA
216 concludes will reasonably improve the safety of the airport may be eligible for AIP funding. In order to
217 be considered for AIP funding under this statutory provision:

- 218 ▪ The sponsor must demonstrate how the proposed project would reasonably improve the safety
219 of the airport, including assessments of aeronautical activity and site-specific risks that would
220 warrant the project, alternative mitigating approaches, including any existing eligible costs, and
221 relative benefits of the proposed project compared to existing eligible projects, and
- 222 ▪ The ARP Field Office must determine that the project would reasonably improve the safety of
223 the airport, and ARP Headquarters must concur with that determination.

224 TABLE 2-3.5. SECURITY PROJECT JUSTIFICATION

Security projects must...
<ul style="list-style-type: none"> ▪ Meet 49 CFR Part 1542 requirements;
<ul style="list-style-type: none"> ▪ Be identified in the airport's 1542 plan; and
<ul style="list-style-type: none"> ▪ Be supported by a letter from the Transportation Security Administration (TSA) justifying the project per 49 U.S.C. § 47106.

225 2-3.5. BENEFIT COST ANALYSIS (BCA) FOR AIP PROJECTS

226 BCAs help identify proposed projects that will provide a net benefit to the aviation community.
227 Information on conducting a BCA, including, but not limited to, the current threshold triggering a BCA
228 for a project seeking noncompetitive discretionary funding, can be found here. [link to BCA web page]

229 BCAs are required for planning certain capacity projects to be funded with noncompetitive discretionary
230 funds and for certain other AIP projects, regardless of project type, funding type, or funding amount.

231 **2-3.5.1. ASSOCIATED WORK**

232 The sponsor must include all development items necessary to complete the project in the BCA. The
233 sponsor should not exclude any items, even if the sponsor believes those items are not capacity related,
234 without the express approval of the FAA.

235 **2-3.5.2. ESTIMATED FUNDING**

236 Since BCAs are completed during the short term NPIAS-ACIP timeline of a project, the funding analysis
237 will necessarily be based on estimates and, as a result, will not be detailed enough to identify all funding
238 sources required to complete the project. If noncompetitive discretionary funding will be used to
239 support the project, the sponsor and the ARP Field Office must jointly agree on a reasonable
240 noncompetitive discretionary funding amount, given the information available at the time.

241 **2-3.5.3. CAPACITY PROJECTS USING NONCOMPETITIVE DISCRETIONARY FUNDS**

242 If a sponsor is considering a capacity project that will be partially or fully funded with noncompetitive
243 discretionary funds, and it is anticipated that the amount of noncompetitive discretionary funds will
244 exceed the threshold set by FAA policy, the FAA must review the BCA. The threshold triggering a BCA for
245 a project seeking noncompetitive discretionary funding is inclusive of both AIP noncompetitive
246 discretionary and Airport Safety and Resilient Infrastructure Discretionary (ASRID) funding.

247 **2-3.5.4. ALL OTHER PROJECTS**

248 The FAA may require a BCA for any AIP project, regardless of project type, fund type, or funding amount.

249 **2-3.5.5. ALLOWABLE PREPARATION COSTS**

250 A BCA cannot be eligible for a stand-alone grant. Per [49 U.S.C. § 47110](#), the expenses related to
251 preparing a BCA can be reimbursed as part of an eligible project’s formulation costs, provided that the
252 BCA shows that the project is justified.

253 **2-3.6. ALLOWABLE COSTS**

254 Per [49 U.S.C. 47110](#), there are five basic requirements that must be met for an ARP Field Office to
255 determine that a project cost is allowable. These requirements are discussed in Table 2-3.6, Five Basic
256 Requirements for Allowable Costs.

257 **TABLE 2-3.6. FIVE BASIC REQUIREMENTS FOR ALLOWABLE COSTS**

The five basic requirements that must be met for allowable costs include...
▪ The cost is directly necessary to accomplish the project;
▪ Unless specifically allowed by statute, the cost is incurred after the grant agreement is executed;
▪ The cost is reasonable in amount;
▪ The cost is not incurred in a project for airport development or airport planning for which other

The five basic requirements that must be met for allowable costs include...

Federal assistance has been granted; and

- The total allowable Federal costs do not exceed the maximum Federal cost in the grant agreement, subject to grant amendment rules in [Chapter 4, Grant Management Process](#).

258 **2-3.6.1. COSTS MUST BE NECESSARY**

259 Per [49 U.S.C. § 47110](#), the ARP Field Office must only approve costs that are directly necessary to
260 accomplish the project. All other costs are considered unallowable.

261 **2-3.6.2. COSTS MUST BE INCURRED AFTER GRANT AGREEMENT IS EXECUTED**

262 Unless specifically allowed by other statutory provisions, [49 U.S.C. § 47110](#) requires that all project costs
263 must be incurred after the grant or letter of intent (LOI) execution date. Since the FAA cannot guarantee
264 the availability of any type of AIP funding for a project, the sponsor must be prepared to complete the
265 project using other funding sources, and the sponsor must also acknowledge the assumption of risk
266 when considering reimbursement for activities occurring prior to the grant execution.

267 **TABLE 2-3.7. REIMBURSING COSTS INCURRED PRIOR TO GRANT EXECUTION**

Allowable funding	Requirement
Passenger Apportionments Cargo Apportionments Nonprimary Commercial Service Apportionments General Aviation Airport Apportionments	Per 49 U.S.C. § 47110(b)(2)(C) , the project cost must have been incurred after September 30, 1996.
Noncompetitive Discretionary State Apportionment (including Insular) Alaska Supplemental	Per 49 U.S.C. § 47110(b)(2)(A) , the project costs must have been incurred after the grant execution date. The only statutory exceptions are: <ul style="list-style-type: none"> ▪ 14 CFR Part 150 Projects. Per 49 U.S.C. § 47110(b)(2)(B), if the project is specifically contained in an FAA-approved 14 CFR Part 150 program (including schools and medical buildings), all of the project costs can be reimbursed. If a school or medical building is being mitigated outside of an FAA-approved 14 CFR Part 150 program, it cannot be reimbursed; ▪ Project Formulation. Per 49 U.S.C. § 47110(c), the project formulation costs, including land acquisition, meeting the requirements in 2-3.6.6.8.1, Project Formulation Costs, may be reimbursed. Per FAA Policy, only eligible land acquisitions may be reimbursed through a stand-alone grant; ▪ Letters of Intent. Per 49 U.S.C. § 47110(e), all costs incurred after the LOI execution date, and only project formulation costs

Allowable funding	Requirement
	<p>incurred before the LOI execution date, may also be reimbursed with any type of grant authorized under 49 U.S.C. Chapter 471;</p> <ul style="list-style-type: none"> ▪ Small Airport Letters of Intent (SALOI). Per 49 U.S.C. § 47110(i), all costs incurred after the SALOI execution date, and only project formulation costs incurred before the SALOI execution date, may also be reimbursed with any type of grant authorized under 49 U.S.C. Chapter 471; ▪ Alternative Project Delivery. Design and construction costs incurred before a grant is made pursuant to 49 U.S.C. § 47142(b) are reimbursable if the project is approved by the ARP Field Office in advance and carried out in accordance with all administrative and statutory requirements that would have been applicable under 49 U.S.C. Chapter 471 if the project were carried out after a grant agreement had been executed. Advanced approval does not guarantee that the project will be considered or given priority for noncompetitive discretionary. Therefore, the sponsor must have an alternative funding source available to fund the project; ▪ Certain Military Airport Program (MAP) Projects. Per 49 U.S.C. § 47118(f)(2), the FAA has the option to use noncompetitive discretionary funding to reimburse approved MAP projects if the sponsor incurred the costs during fiscal years 2003 and 2004; or ▪ Climate-Related Conditions. In very limited circumstances, 49 U.S.C. § 47110(b)(2)(D)(i) provides the ARP Field Office with the option to allow reimbursement for a project cost if it meets all of the conditions in Section 2-3.6.2.1., Climate-Related Conditions Reimbursement.

268 2-3.6.2.1. CLIMATE-RELATED CONDITIONS REIMBURSEMENT

269 The following legislative requirements must be met to be eligible for FAA consideration of
270 reimbursement based on climate-related conditions.

271 **TABLE 2-3.8. CLIMATE-RELATED CONDITIONS STATUTORY REQUIREMENTS FOR REIMBURSEMENT**

Per 49 U.S.C. § 47110(b)(2)(D) :
<ul style="list-style-type: none"> ▪ The cost is incurred prior to, but in the same fiscal year, as grant execution;
<ul style="list-style-type: none"> ▪ The cost is incurred because the airport has a shortened construction season due to climatic conditions in the vicinity of the airport;
<ul style="list-style-type: none"> ▪ The cost is in accordance with an FAA-approved airport layout plan (ALP) and with all statutory and administrative requirements that would have been applicable to the project if it had been carried

Per 49 U.S.C. § 47110(b)(2)(D):

out after execution of the grant agreement, including submission of a complete grant application to the ARP Field Office;

- The sponsor submits a written request to the ARP Field Office before authorizing work to commence on the project;
- The sponsor has an alternative funding source available to fund the project; and
- The sponsor's decision to proceed with the project in advance of execution of the grant agreement does not affect the priority assigned to the project for the allocation of noncompetitive discretionary funds.

272 Certain requirements will be considered for reimbursement based on climate-related conditions, as
273 documented in [Table 2-3.9.](#), Climate-Related Conditions Implementation Requirements for
274 Reimbursement.

275 **TABLE 2-3.9. CLIMATE-RELATED CONDITIONS IMPLEMENTATION REQUIREMENTS FOR REIMBURSEMENT**

The requirements that FAA will consider are:

- **The request is not due to short-term weather disruptions**, because contract specifications include provisions for inclement weather and temporary shutdowns;
- **The request is not due to operational considerations**, because such considerations do not satisfy the requirement of a shortened construction season due to climatic conditions;
- **The request is for a project that may be impacted by a shortened construction season.** Projects such as interior terminal efforts are not affected by climatic conditions;
- **The airport is in an impacted area** where specific construction activities required for the project would be impacted by the cold temperatures; and
- **An early start is justified** in order to avoid the construction schedule being impacted by cold weather conditions.

276 The sponsor must have alternative funding available, including, but not limited to, local funds and future
277 year apportionments, to accomplish the work if not approved for climate-related reimbursement. For
278 phased projects, all requirements must be applied individually to each phase.

279 The ARP Field Office determination, based on the sponsor's written request, provides an
280 acknowledgement as to whether the sponsor has met the requirements for climate-related
281 reimbursement prior to contract award and does not in any way represent an actual commitment of
282 noncompetitive discretionary funding.

283 **2-3.6.3. COSTS MUST BE REASONABLE**

284 Per [2 CFR Part 200](#), sponsors must perform a cost or price analysis for every procurement transaction,
285 including contract modifications, in excess of the Simplified Acquisition Threshold (SAT). Additionally,
286 the ARP Field Office must determine that costs are reasonable to comply with [49 U.S.C. § 47110](#).
287 Therefore, in addition to competitive procurements, all noncompetitive procurement actions (including

288 change orders, supplemental agreements, and contract modifications) require a cost or price analysis
 289 regardless of cost. The type of analysis that the sponsor must perform and the documents the sponsor
 290 must submit for various procurement scenarios are provided in Table 2-3.10, Sponsor Requirements for
 291 Cost Reasonableness. The requirements for change orders, supplemental agreements, and contract
 292 modifications are contained in [Chapter 4, Section 4-6, Contract Changes, Amendments, and Payments](#).

293 **TABLE 2-3.10. SPONSOR REQUIREMENTS FOR COST REASONABLENESS**

Item	Sponsor Analysis	Includes
Land and easement acquisition	Cost Analysis	<ul style="list-style-type: none"> ▪ Appraisals and review appraisals; ▪ A statement signed by the sponsor stating that the cost analysis was performed that includes the sponsor’s recommendation that the FAA accept the statement and analysis as evidence of cost reasonableness; ▪ Negotiated amount of consideration for the acquisition of property rights; ▪ Copy of the signed negotiated deed or instrument of transfer only if requested by the ARP Field Office; and ▪ Any other supporting documentation requested by the ARP Field Office.
Equipment acquisition and construction where there is adequate competition (two or more bidders by sealed bids)	Price Analysis (if the cost is in excess of the SAT)	<ul style="list-style-type: none"> ▪ Engineer’s estimate; ▪ A written statement signed by the sponsor that the cost is reasonable. If a price analysis is required, the sponsor must include in this written statement that a price analysis was performed; ▪ Bid tabulations; ▪ Copy of the signed contract only if requested by the ARP Field Office; and ▪ Any other support documentation requested by the ARP Field Office.
Equipment acquisition and construction where noncompetitive procurement is permitted (one bidder, sole source, small purchase, alternative delivery methods, etc.)	Cost Analysis	<ul style="list-style-type: none"> ▪ Engineer’s estimate; ▪ A statement signed by the sponsor that the cost analysis was performed that includes the sponsor’s recommendation that the FAA accept the statement and analysis as evidence of cost reasonableness; ▪ Bid tabulation (one bidder), proposal (sole source, design / build, construction manager-at-risk), or winning quote (small purchase);

Item	Sponsor Analysis	Includes
		<ul style="list-style-type: none"> ▪ Copy of the signed contract (or full set of quotes for small purchase) only if requested by the ARP Field Office; and ▪ Any other support documentation requested by the ARP Field Office.
<p>Negotiated professional services (such as consultant costs or contract modifications to a professional services contract)</p>	<p>Cost Analysis</p>	<ul style="list-style-type: none"> ▪ Independent fee estimate; ▪ A statement signed by the sponsor that the cost analysis was performed that includes the sponsor’s recommendation that the FAA accept the statement and analysis as evidence of cost reasonableness; ▪ Amount of contract; ▪ Copy of the signed contract only if requested by the ARP Field Office; and ▪ Any other support documentation requested by the ARP Field Office.
<p>Non-negotiated services (such as newspaper advertisements and rental of facilities for a public hearing)</p>	<p>Price Analysis (if the cost is in excess of the SAT)</p>	<ul style="list-style-type: none"> ▪ Advertised pricing; ▪ A written statement signed by the sponsor that the cost is reasonable. If a price analysis is required, the sponsor must include in this statement that a price analysis was performed; ▪ Quote for services (or sponsor’s estimate based on the advertised price); and ▪ Any other support documentation requested by the ARP Field Office.
<p>Non-negotiated service based on law or regulation (such as utility work by the utility company or a reimbursable agreement with the FAA’s Air Traffic Organization (ATO))</p>	<p>Price Analysis (if the cost is in excess of the SAT)</p>	<ul style="list-style-type: none"> ▪ A written statement signed by the sponsor that the cost is reasonable. If a price analysis is required, the sponsor must include in this written statement that a price analysis was performed; ▪ Quote or signed contract; and ▪ Any other support documentation requested by the ARP Field Office.
<p>Sponsor force account planning, engineering, or construction</p>	<p>Cost Analysis</p>	<ul style="list-style-type: none"> ▪ All of the documentation required in 2-3.6.6.8.3., Force Account Costs.

294 To fund a project or make a payment on a grant, the ARP Field Office, not the sponsor, must make the
295 determination that the project costs are reasonable by reviewing documents submitted in accordance
296 with Table 2-3.10, Sponsor Requirements for Cost Reasonableness.

297 2-3.6.4. COSTS MUST NOT BE IN ANOTHER FEDERAL GRANT

298 Per [49 U.S.C. § 47110](#), AIP must not be used for a project cost that has already been covered in another
299 Federal grant. In other words, the costs must not be paid for by the Federal government more than once
300 and may not cause the Federal share percentage of the project to exceed the Federal share allowed in
301 [49 U.S.C. § 47109](#). This requirement does not prohibit another Federal agency from providing funding to
302 a sponsor to be used for the local share if that Federal agency permits its funds to be used for local
303 share.

304 2-3.6.5. ALLOWABLE FEDERAL SHARE REQUIREMENT

305 Per [49 U.S.C. § 47110](#), the total allowable Federal costs cannot exceed the maximum Federal cost that is
306 in the grant agreement, except as allowed within the amendment rules provided in [Chapter 4, Grant
307 Management Process](#).

308 2-3.6.6. SPECIFIC ALLOWABLE PROJECT COSTS

309 This subsection lists several specific project cost items that are applicable to multiple project types. The
310 project cost items are grouped by general category and are listed in alphabetical order within each
311 category.

312 2-3.6.6.1. GENERAL ADMINISTRATIVE AND INDIRECT COSTS

313 2-3.6.6.1.1. ADMINISTRATIVE COSTS

314 The ARP Field Office may determine that certain administrative costs are allowable when they are
315 required to carry out the project in accordance with [49 U.S.C. § 47110](#). Costs to administer the AIP grant
316 program are not allowable. [Table 2-3.11](#), Administrative Cost Requirements, contains examples of
317 common administrative costs.

318 Administrative costs may include work done by a sponsor or another entity, such as an attorney. Project
319 specific costs may include preparation of an independent fee estimate, legal review of a construction
320 contract, and submission of FAA-required project reports. Administrative costs must be supported by
321 vouchers, receipts, personnel activity reports, or other verifiable documentation. Administrative costs
322 must not represent a pro-rated allocation of time or expenses. Administrative costs must not include
323 planning, engineering, or construction work, and are therefore not considered force account work.

324 By FAA policy, a line item for estimated administrative costs can be included in the grant application if
325 the sponsor cannot accurately calculate the total administrative costs. However, estimated
326 administrative costs must not exceed 2% of the grant amount or \$10,000, whichever is less.

327 Once a grant is issued, the payment requests for administrative costs must represent actual costs and
328 must be supported by appropriate documentation. Claims may not represent an estimated, allocated, or
329 prorated cost.

330 Additional information pertaining to compensation is contained in [2 CFR Part 200](#). Additional
331 information pertaining to implementing the Single Audit Act is contained in [2 CFR § 200 Subpart F](#).

332 **TABLE 2-3.11. ADMINISTRATIVE COST REQUIREMENTS**

Example	Requirements
Sponsor Employee Time (Costs include hourly salary and costs related to hourly rate, such as Medicare, Social Security, and Federal, state, and local taxes)	<ul style="list-style-type: none"> ▪ The cost must be required to carry out the AIP project; ▪ The sponsor must have a time tracking system in place that tracks all hours that employees work and provides timesheets that document all hours worked by employees; ▪ Sponsors must base charges upon actual documented payroll information approved by the sponsor’s responsible official; and ▪ The sponsor’s responsible official’s written approval must be provided to the ARP Field Office with documentation.
Overhead Costs	<ul style="list-style-type: none"> ▪ Considered indirect costs (see 2-3.6.6.1.2., Indirect Costs).
Sponsor Employee Expenses (Costs include tolls, mileage, and parking) Legal Fees Independent Fee Estimates Newspaper Advertisements and Announcements in Publications	<ul style="list-style-type: none"> ▪ The cost must be reasonable and required to carry out the AIP project; and ▪ The sponsor must submit a receipt, voucher, or invoice, as applicable.
Audit Fees	<ul style="list-style-type: none"> ▪ The cost must be reasonable and directly related to an AIP project in the grant or prior grant; ▪ The sponsor must submit an invoice; and ▪ The audit must be required by and performed in accordance with the Single Audit Act.*

333 *Sponsors that are issued grants under a state block grant are responsible for obtaining the single audit
 334 and for the payment of the audit costs. Therefore, the request for reimbursement of these costs is tied
 335 to the grant.

336 **2-3.6.6.1.2. INDIRECT COSTS**

337 Indirect or overhead costs are incurred by a sponsor for costs other than employees’ direct time.
 338 Indirect costs may include support services such as accounting, billing, building lease/rent, and utilities.
 339 These costs cannot be attributed to one specific project but rather may be allocated via a formula,
 340 prescribed in regulation, to the project. Indirect cost requirements are found in [2 CFR Part 200](#).

341 Per FAA policy, indirect costs can only be applied to the direct wages and salaries of a sponsor’s
 342 employees (not to other project costs) for the time working on an AIP grant. Indirect or overhead costs
 343 are potentially allowable only if the sponsor meets one of the following two criteria for calculation of
 344 the indirect cost rate.

345 **TABLE 2-3.12. INDIRECT COST RATE CALCULATION CRITERIA**

Example	Requirements
Sponsor <u>has</u> a Cost Allocation Plan (CAP)	<ul style="list-style-type: none"> ▪ The CAP has been approved by the cognizant Federal agency. In addition, the sponsor has an executed indirect cost rate agreement developed in accordance with 2 CFR Part 200 Subpart E. These two documents are needed by the ARP Field Office to determine what percentage of the costs, if any, can be allocated to the modified total direct cost (MTDC); or
Sponsor <u>does not have</u> a CAP	<ul style="list-style-type: none"> ▪ The sponsor has the option to charge a de minimis rate of 10% of MTDC per 2 CFR Part 200.

346 The allowable MTDC is the cost for a sponsor’s employee’s time directly related to administrative tasks
347 that are required to complete an AIP project. The cost for a sponsor’s employee’s time includes the
348 employee hourly salary and costs related to the hourly rate such as Medicare, Social Security, and
349 Federal, state and local taxes.

350 The cognizant agency of the Federal government must approve or disapprove the CAP. This is generally
351 the Federal agency that has the greatest dollar involvement with a given sponsor. When the FAA is the
352 cognizant agency, responsibility for approving or disapproving CAPs and negotiating and executing the
353 indirect cost rate agreement is delegated to ARP Headquarters through the ARP Field Office.

354 **2-3.6.6.2. CONSTRUCTION AND INFRASTRUCTURE COSTS**

355 **2-3.6.6.2.1. CONSTRUCTION COSTS**

356 Construction costs are only allowable if they are necessary to complete the project according to the
357 development objective, scope of work, and plans and specifications.

358 **2-3.6.6.2.2. CONSTRUCTION PROJECT SIGNS COST**

359 Project signs at airport construction sites are not required, but if erected, may be an eligible cost if the
360 construction includes at least \$200,000 of Federal funds and will be underway for at least three months.
361 The allowable cost of the sign is limited to \$5,000. The sign must contain a brief description of the
362 project and the following statement: Part of the funding for this project is being provided by a grant
363 from the Airport Improvement Program, which is administered by the Federal Aviation Administration
364 and financed through the Airport and Airway Trust Fund.

365 **2-3.6.6.2.3. DUCT BANK COSTS SERVING INELIGIBLE FACILITIES**

366 Although costs associated with ineligible facilities are typically not allowable, the cost to install, modify,
367 or enlarge a duct bank supporting an ineligible facility is allowable as necessary to complete an eligible
368 AOS project if the ARP Field Office determines that doing so will reduce the need to disturb the AOS at a
369 later date. However, acquisition and installation costs associated with ineligible utilities and equipment
370 remain unallowable.

371 **2-3.6.6.2.4. SITE PREPARATION COSTS FOR INELIGIBLE & INCIDENTAL WORK**

372 The sponsor may include ineligible site preparation work with an AIP project if they receive advance ARP
373 Field Office approval and the costs are prorated as non-AIP work. If the ineligible work inadvertently
374 overlaps the site preparation for the AIP-eligible project, the work may be allowable as AIP work.

375 **2-3.6.6.2.5. TEMPORARY CONSTRUCTION COSTS**

376 If the ARP Field Office determines that uninterrupted airport operations are necessary for the National
377 Airspace System (NAS), and temporary construction allows operations to continue, the temporary
378 construction costs are allowable if reasonable. If the temporary construction includes new pavement or
379 using existing pavement for a different purpose, the ARP Field Office must obtain ARP Headquarters
380 approval.

381 2-3.6.6.2.6. ARCHITECTURAL AND ENGINEERING (A/E) COSTS

382 A/E costs are only allowable if necessary to complete an eligible AIP project. If only a portion of the
383 project is AIP-eligible, such as terminal construction projects, the A/E costs are limited to the eligible
384 prorated amount.

385 2-3.6.6.2.7. VALUE ENGINEERING COSTS

386 Value engineering costs are allowable provided certain criteria are met, including [2 CFR Part 200](#) general
387 procurement standards and the use of value engineering clauses and additional requirements located in
388 [Chapter 3, Section 3-4.2.12, Value Engineering](#).

389 2-3.6.6.2.8. SEISMIC STANDARDS COSTS

390 In accordance with [49 CFR § 41.120](#), any building constructed with AIP funds must be designed in
391 accordance with seismic standards. Costs necessary to comply with this provision are therefore
392 allowable.

393 2-3.6.6.3. ENVIRONMENTAL AND HISTORIC PLACES COSTS

394 2-3.6.6.3.1. ENVIRONMENTAL DETERMINATION COSTS

395 Costs necessary to mitigate environmental impacts, as identified in an environmental determination,
396 that are necessary to complete the eligible AIP project are allowable as project formulation costs.

397 2-3.6.6.3.2. HISTORIC PLACES COSTS

398 Associated costs required by Section 106 of the National Historic Preservation Act of 1966, P.L. 89-665
399 (codified at [54 U.S.C. § 306108](#)) are allowable when properties listed, or eligible for listing, on the
400 National Register impede or are impacted by an eligible project, including, but not limited to, efforts
401 such as land acquisition and noise mitigation.

402 2-3.6.6.4. EQUIPMENT AND TECHNOLOGY COSTS

403 2-3.6.6.4.1. ADVANCED DIGITAL CONSTRUCTION MANAGEMENT SYSTEM (ADCMS)

404 Per [49 U.S.C. § 47102](#), the acquisition of advanced digital construction management systems (ADCMS)
405 and related technology used in the planning, design and engineering, construction, and maintenance of
406 airport facilities are an allowable project cost when the systems or technologies are acquired to carry
407 out a project approved by the FAA based on AIP eligibility criteria. ADCMS cannot be purchased for the
408 purpose of operations or maintenance of a facility alone, but a sponsor may acquire an ADCMS that
409 includes maintenance functionality.

410 Vendors may offer ADCMS as a periodic software license. License costs are only allowable when
411 associated with AIP-eligible project activities and no longer allowable once the project is complete. All
412 other software and subscription cost guidance in [Section 2-3.6.6.4.2., Computer Software, Data
413 Acquisition, and Subscription Costs](#), applies to ADCMS acquisitions.

414 2-3.6.6.4.2. COMPUTER SOFTWARE, DATA ACQUISITION, AND SUBSCRIPTION COSTS

415 Computer software and data subscription costs are allowable if the costs are:

- 416 ▪ Directly attributed to a specific AIP project only for the duration of the approved project, and
- 417 ▪ Utilized solely by the entity that is doing the work for which the software is required.

418 Costs may include customizable commercially available software only if the software becomes public
419 domain and the sponsor makes it available to all users without cost beyond handling costs.

420 It is anticipated that the cost of this software will normally be incurred by the sponsor's consultant
421 because the consultant is performing the technical work. The cost for sponsor acquisition of software is
422 not allowable unless it is approved by the ARP Field Office for force account work (see [Chapter 3, Grant](#)
423 [Prerequisites, Section 3-4.2.11, Force Account Work](#)).

424 Specific to planning projects, limited data acquisition costs are allowable to purchase aircraft operations
425 and passenger data that is not otherwise available from the Department of Transportation (DOT) or the
426 FAA. Use of vendor-provided automated aircraft counting systems during the planning project is also
427 allowable if aircraft type is captured and independent analysis shows that the system counts within +/-
428 3% of total, actual operations.

429 Costs for ongoing subscription services, such as those needed for noise monitoring or surface
430 management technologies, are not allowable. Additionally, the sponsor is responsible for the data
431 subscription costs or any other ongoing vendor service costs needed to access FAA surveillance tracking
432 data.

433 2-3.6.6.4.3. CYBERSECURITY PROJECTS

434 Per [49 U.S.C. § 47102](#), a project to comply with rulemakings and recommendations on airport
435 cybersecurity standards from the Civil Aviation Cybersecurity Rulemaking Committee is eligible for AIP
436 funding. Any resulting eligibility may address cybersecurity controls for airports, relative to the size and
437 nature of airside operations of such airports and will be dependent upon Committee recommendations
438 and final rulemaking.

439 2-3.6.6.4.4. GEOSPATIAL DATA COLLECTION COSTS

440 Airport geospatial data collection costs, including aeronautical surveys, are allowable as long as the field
441 survey, data collection, and upload to the [Airport Data Information Portal](#) (ADIP) program is in
442 accordance with FAA surveying standards outlined in the pertinent ACs.

443 Costs must be necessary to complete an AIP project, regardless of whether it is for planning or
444 development purposes.

445 2-3.6.6.4.5. EQUIPMENT LEASING COSTS

446 The AIP statute only allows eligible equipment to be purchased, not leased. The exception is when
447 equipment is leased for temporary use to complete an AIP-eligible project (either by a contractor or
448 through ARP Field Office approved force account work).

449 In the case of lease or purchase agreements, only the purchase portion of the arrangement is an
450 allowable AIP cost, and the ARP Field Office cannot issue the grant for the equipment until after the
451 sponsor executes the option to purchase the equipment.

452 **2-3.6.6.4.6. USED EQUIPMENT COSTS**

453 The acquisition of used equipment is allowable provided it meets FAA specifications and standards and
 454 has an acceptable useful life relative to the purchase price.

455 **2-3.6.6.4.7. NONROAD DIESEL ENGINES COSTS**

456 Nonroad diesel engine vehicles meeting Tier 4 standards (see [40 CFR Part 1039](#)) are allowable based on
 457 a 2004 EPA final rule intended to reduce harmful emissions and improve air quality.

458 **2-3.6.6.5. LAND, LEGAL, AND RELOCATION COSTS**

459 **2-3.6.6.5.1. REAL PROPERTY ACQUISITION COSTS**

460 The costs associated with real property acquisition (appraisals, legal fees, etc.) are allowable. By FAA
 461 policy these costs may not be drawn down until after the sponsor has submitted satisfactory evidence to
 462 the ARP Field Office that the sponsor has or will obtain good title to the land or other property right and
 463 that the sponsor has recorded the grant agreement, including the grant assurances, in the public land
 464 records of the county courthouse. Examples of satisfactory evidence are a binding purchase agreement
 465 that will convey good title, evidence of a condemnation deposit, a condemnation award, or a court
 466 settlement. The ARP Field Office may issue a grant prior to submitting the evidence, but the sponsor
 467 must not submit payment requests until satisfactory evidence as described above has been provided.
 468 The ARP Field Office may only fund costs allowed under [49 CFR Part 24, Uniform Relocation Assistance](#)
 469 [and Real Property Acquisition for Federal and Federally Assisted Programs](#).

470 Common allowable real property acquisition costs and their associated restrictions are listed in [Table 2-
 471 3.13](#), Common Allowable Land Costs and Associated Restrictions. These costs are subject to the
 472 requirements found in [49 CFR Part 24](#). All costs must be necessary and reasonable in amount.

473 **TABLE 2-3.13. COMMON ALLOWABLE LAND COSTS AND ASSOCIATED RESTRICTIONS**

For the following cost...	The following restrictions apply...
Appraisals	One appraisal of each property or property right to be acquired is allowed unless the ARP Field Office concurs that a second full appraisal is justified. The sponsor must ensure all appraisal reports are reviewed by a qualified review appraiser and recommended as required under 49 CFR Part 24 .
Title Evidence	The reasonable and necessary cost of title evidence (title search and acquisition closing procedures to ensure marketable, clear title to property is conveyed to the airport) is allowable. The sponsor’s attorney must certify to the ARP Field Office that good title has been acquired and may rely upon title insurance, title abstract, or an attorney’s certificate of title. Per FAA policy, AIP reimbursement of the title insurance costs must not exceed \$5,000 per parcel.
Exhibit A Update	The sponsor is statutorily required to maintain a current Exhibit A Property Inventory Map. The cost to update the Exhibit A is both a required and an allowable cost in an AIP land project when an airport sponsor acquires land or interests in property for the airport

For the following cost...	The following restrictions apply...
	or releases airport property or interests necessary to complete the AIP project. An airport property map is not a substitute for an Exhibit A Property Inventory Map.
Condemnation Awards	<p>The ARP Field Office may accept the cost of land or property interest established by the courts in a condemnation proceeding as a reasonable cost. Reasonable attorney fees, delay interest, and acceptable incidental expenses included in a court award to property holders in a condemnation action are allowable costs. If the sponsor and their legal counsel determine the award was excessive or unreasonable, they must evaluate whether to appeal the award.</p> <p>The sponsor and their legal counsel are encouraged to appeal an unfavorable award if there is good reason to believe the amount of the award will be significantly reduced on appeal or retrial.</p>
Relocation Assistance Costs	Relocation assistance and eligible payment requirements are described in 49 CFR Part 24 . Compliance with this regulation is required for all Federally-financially assisted projects and programs where acquisition or relocation is required or contemplated, and for projects to reimburse the sponsor for prior acquisition or relocation. The cost incurred by the sponsor to meet the requirements of 49 CFR Part 24 is allowable.
Appraisal to Acquire an Airport not in the NPIAS	The acquisition of a private airport by a public sponsor will normally include acquisition of all airport property, including improvements. The appraised highest and best use of the land may either be continued airport use or market development of the land to a more valuable land use, but not a mix of the two.

474 If land acquired contains existing facilities, certain costs are allowable that pertain to the facilities and
475 are explained in the table below.

476 **TABLE 2-3.14. ALLOWABLE COSTS FOR FACILITIES ON AIP ACQUIRED LAND**

If the facility will be...	The cost is...
Demolished	Allowable.
Used for an AIP-eligible purpose (such as a general aviation terminal)	Allowable up to the extent justifiable by the intended AIP purpose. The purpose must be AIP-eligible and justified for the project type, and project funding rules apply.
Demolished at a later date (not to exceed three (3) years from purchase)	<ul style="list-style-type: none"> ▪ Allowable. The sponsor may use the structure for any incidental purposes it deems desirable provided it does not interfere with the purpose of the airport. However, any revenue at fair rental value received during the period between acquisition and

If the facility will be...	The cost is...
	demolition of the structure constitutes airport revenue and is to be used according to sponsor assurance 25, Airport Revenues . <ul style="list-style-type: none"> ▪ If a decision is ultimately made not to demolish the structure, then the ARP Field Office will determine the next course of action.
Used for a purpose that is not AIP-eligible (such as administrative offices)	Not Allowable.
Relocated from present site	Partially Allowable. This cost is only allowable up to the lesser of relocation or demolition costs.

477 **2-3.6.6.5.2. LEGAL FEES AND SETTLEMENT COSTS**

478 Legal fees and settlement costs are allowable if certain criteria are met. If the costs are allowable,
 479 associated administrative expenses and/or consultant fees pertaining to the costs are also allowable.

480 **TABLE 2-3.15. LEGAL COST REQUIREMENTS**

In addition to being necessary and reasonable, the legal costs must...
<ul style="list-style-type: none"> ▪ Not be associated with defending a specification or Federal provision;
<ul style="list-style-type: none"> ▪ Be documented in an invoice;
<ul style="list-style-type: none"> ▪ Only be paid from the open grant (grant may be amended per amendment requirements);
<ul style="list-style-type: none"> ▪ Not be due to negligence on the part of the sponsor or consultant, such as bidding defective plans, improper payments, or contract provision violations;
<ul style="list-style-type: none"> ▪ Not be associated with recoveries of improper payments; and
<ul style="list-style-type: none"> ▪ Occur after the sponsor has exhausted all other available avenues to pay the costs or resolve the issue.

481 **2-3.6.6.5.3. COSTS TO RECONSTRUCT OR RELOCATE A FACILITY IMPEDING AN AIP PROJECT**

482 The cost of relocating a facility impeding an eligible AIP project is allowable if certain conditions exist.
 483 For the purposes of this section, impeding is defined as physically interfering with the construction or
 484 establishment of the AIP project. It does not mean rebuilding the facility to mitigate inconveniences to
 485 the existing facility. Additional information can be found in [AC 150/5300-7, FAA Policy on Facility](#)
 486 [Relocations Occasioned by Airport Improvements or Changes](#).

487 The reconstruction or relocation of a Federal facility impeding an AIP-eligible project is allowable if the
 488 rebuilt facility is of an equivalent size and type, as stated in [49 U.S.C. § 47110](#).

489 In addition, if the facility is FAA-owned, the ARP Field Office must complete all required coordination
 490 with FAA's Air Traffic Organization (ATO). As part of the coordination, if ATO determines that the facility
 491 is no longer required, then it is not eligible for relocation, but it may be eligible to be demolished for the

492 completion of the eligible project. Sponsors are advised to consider these possibilities during the
 493 planning process. If the facility is required by ATO, the cost to relocate or reconstruct must demonstrate
 494 a passing [BCA](#). Refer to [Section 2-3.5. Benefit Cost Analysis \(BCA\) for AIP Projects](#), for additional
 495 information.

496 If the facility is sponsor-owned, funding is limited to primary, nonprimary, and cargo apportionments as
 497 well as small airport funds, depending on the funding rules for completing the new development
 498 project.

499 Relocation costs are limited to site preparation, utilities, and facility location. Reconstruction of the
 500 facility is only allowable if relocation is not feasible and the reconstruction is limited to the same size
 501 and function as the original. Site preparation and utility work are eligible as project formulation costs
 502 per [49 U.S.C. § 47110](#).

503 The following table discusses the applicable situations related to facilities impeding an AIP project and
 504 what is allowable for each.

505 **TABLE 2-3.16. ALLOWABLE COSTS FOR FACILITIES IMPEDING AN AIP PROJECT**

If the impacted facility is...	The cost is...
Federally-owned (including FAA-owned) and is on airport property	<ul style="list-style-type: none"> ▪ Allowable for relocation; ▪ Allowable for reconstruction if relocation is not feasible; or ▪ Allowable for demolition or removal if the facility is no longer required, as determined by ATO.
Sponsor-owned, is on airport property, and is eligible as a stand-alone AIP project	<ul style="list-style-type: none"> ▪ Allowable for relocation (funding rules for the new development must be followed); ▪ Allowable for reconstruction if relocation is not feasible and the impacted facility is eligible and justified under AIP regardless of the impacting project (funding rules and any other AIP requirements for the facility as a stand-alone project must be followed); or ▪ Allowable for demolition or removal if the facility is no longer required, as determined by ATO (funding rules for the new development must be followed).
Sponsor-owned, is on airport property, is not eligible as a stand-alone AIP project, and is required by an FAA change to FAA design standards per 49 U.S.C. § 47110(d)	<ul style="list-style-type: none"> ▪ Allowable for relocation; ▪ Allowable for reconstruction if relocation is not feasible; or ▪ Allowable for demolition or removal if the facility is no longer required, as determined by ATO (funding rules for the new development must be followed). <p>Note for relocation or reconstruction:</p> <ul style="list-style-type: none"> ▪ This is a change in actual physical dimensions that is required to meet design standards published after the publication date of the current version of AC 150/5300-13, Airport Design;

If the impacted facility is...	The cost is...
	<ul style="list-style-type: none"> ▪ The ARP Field Office determines the new design standard infringes on the sponsor’s facility; ▪ The change is beyond the control of the sponsor; ▪ The relocation / replacement is advantageous to the FAA based on design alternatives, not merely the sponsor’s preferred alternative; and ▪ Only primary or nonprimary apportionments, state apportionments, or small airport funding can support the effort per 49 U.S.C. § 47110.
<p>Sponsor-owned, is on airport property, is not eligible as a stand-alone AIP project, and is not required by an FAA change to FAA design standards per 49 USC § 47110(d)</p>	<ul style="list-style-type: none"> ▪ Not Allowable for relocation or reconstruction. ▪ Allowable for demolition or removal of the facility (minus salvage value) and lease extinguishments in very rare cases. Extinguishment of leases without termination clauses may invoke relocation requirements per 49 CFR Part 24. ▪ Extinguishment of non-terminal building leases for leases executed before 2/26/2019 (effective date of FAA Order 5100.38D, Change 1) that do not have a termination clause are allowable. For leases that do have a termination clause, costs to extinguish the lease are not allowable. ▪ For tenant-owned improvements within a sponsor-owned terminal, the demolition of the tenant improvements is the only allowable cost, because the sponsor has control of airport development and is therefore responsible if a tenant area is in the way of new development. ▪ The sponsor may also physically move the facility to another location on the airport up to, but not exceeding, the demolition costs of the facility.
<p>Privately-owned and is on airport property</p>	<ul style="list-style-type: none"> ▪ Allowable to purchase the facility at fair market value (FMV); ▪ Allowable to relocate in lieu of purchase if the cost does not exceed the FMV of the facility. Nominal incidental costs associated with the relocation may also be included, such as extinguishing a lease; ▪ Not allowable for reconstruction; or ▪ Allowable for demolition and removal, minus any salvage value.
<p>Not sponsor- or Federally-owned and is off-airport property</p>	<ul style="list-style-type: none"> ▪ Allowable for relocation; ▪ Allowable for reconstruction; or ▪ Allowable for demolition.

506 2-3.6.6.6. OPERATIONAL AND SAFETY COSTS

507 2-3.6.6.6.1. FLIGHT INSPECTION COSTS

508 The costs of one flight inspection, when required by the ATO under FAA Order 8260.19, [Flight](#)
509 [Procedures and Airspace](#), and [FAA Order 8200.1, United States Standard Flight Inspection Manual](#), and
510 administered through a reimbursable agreement with the FAA, and the associated costs for contractor
511 participation, are allowable. Costs incurred by the sponsor if the FAA cancels the flight check are also
512 allowable. The cost for the FAA's ATO to conduct more than one flight inspection (also called flight
513 checks) during the commissioning of a navigational aid (NAVAID) is prohibited, unless through no fault of
514 the sponsor or operation of the equipment.

515 2-3.6.6.6.2. MILITARY AIRPORT PROGRAM (MAP) OPERATIONAL AND SAFETY PROJECTS

516 Per 49 U.S.C. § 47117, noncommercial service airports the FAA accepts into the MAP may receive MAP
517 funding for operational and maintenance expenses if:

- 518 ▪ The amount of such grants to the sponsor of the airport does not exceed \$30,000 in that fiscal
519 year;
- 520 ▪ The FAA determines that the airport is adversely affected by the closure or realignment of a
521 military base; and
- 522 ▪ The sponsor of the airport certifies that the airport would otherwise close if the airport did not
523 receive the grant.

524 In addition, per 49 U.S.C. § 47118, joint use airports the FAA accepts into MAP that are designated as
525 safety critical may also receive MAP funding for projects to preserve or enhance minimum airfield
526 infrastructure facilities to support emergency diversionary operations for transoceanic flights in
527 locations within United States jurisdiction and control and where there is a demonstrable lack of
528 diversionary airports within the distance or flight-time required by regulations governing transoceanic
529 flights. In order to be eligible for funding under this statutory provision, the project must be necessary to
530 meet the minimum safety and emergency operational requirements established under 14 CFR Part 139.

531 2-3.6.6.6.3. SAFETY MANAGEMENT SYSTEM (SMS) AND SAFETY RISK MANAGEMENT (SRM)
532 COSTS

533 The costs for developing an SMS manual and participating in an SRM panel for specific projects or
534 operations related to a specific AIP project are allowable. Refer to [Appendix K, Planning](#), for additional
535 information on SMS planning grants.

536 SRM panel costs are allowable as necessary to complete a specific AIP project if required and conducted
537 per the current version of [FAA Order 5200.11, FAA Airports \(ARP\) Safety Management System \(SMS\)](#).
538 Allowable costs are limited to the reasonable costs of a consultant to support the SRM, including:

- 539 ▪ Costs to obtain a third-party facilitator;
- 540 ▪ Presentation preparation; and
- 541 ▪ Meeting minutes.

542 SRM project costs are not automatically eligible or justified. The ARP Field Office must review the
543 individual recommendations to identify if the recommendation is eligible and justified as a stand-alone
544 project or eligible, justified, and necessary to complete an AIP project based on the scope of work in the
545 recommendation.

546 2-3.6.6.7. UTILITY AND SERVICE COSTS

547 2-3.6.6.7.1. UTILITY COSTS

548 The installation, improvement, and reconstruction of utilities (gas, water, sewer, and primary electric
549 service) are allowable costs when necessary to complete an AIP project to the extent the utilities serve
550 eligible areas and facilities. These costs are only allowable as stand-alone projects when eligible and
551 justified at airports participating in the MAP program and using MAP special noncompetitive
552 discretionary apportionment funding (MAP funding).

553 If a utility installation serves both eligible and ineligible areas or facilities, the work is considered to be
554 advantageous to the Federal government, but the allowable cost is limited to the prorated eligible
555 portion of the project. The ARP Field Office must determine the best proration method and calculate the
556 prorated eligible portion. Requirements for including ineligible or non-AIP funded work in a contract
557 must be met; see [2-3.6.6.2.4.](#), Site Preparation Costs for Ineligible & Incidental Work, for additional
558 information.

559 2-3.6.6.7.2. SPONSOR-FURNISHED MATERIAL OR SUPPLY COSTS

560 Sponsor-furnished materials or supplies are allowable costs if certain criteria are met, including
561 procurement requirements in [2 CFR Part 200](#), [Buy American](#), and FAA technical standards. The use of
562 sponsor-furnished material or supplies must be approved in advance of issuing the grant.

563 2-3.6.6.8. PROJECT DEVELOPMENT AND AGREEMENT COSTS

564 2-3.6.6.8.1. PROJECT FORMULATION COSTS

565 Project formulation costs incurred before the date the grant agreement is executed are allowable when
566 necessary for the formulation or preparation of the airport development project or developing the work
567 scope of an airport planning project. Project formulation costs include, but are not limited to:

- 568 ▪ Costs associated with conducting field surveys;
- 569 ▪ Developing plans and specifications;
- 570 ▪ Acquiring property interests in land or airspace;
- 571 ▪ Utility relocation costs;
- 572 ▪ Work site preparation costs;
- 573 ▪ Other incidental items that would not have been incurred except for the project; and
- 574 ▪ Administration costs (see [2-3.6.6.1.1.](#), Administrative Costs).

575 2-3.6.6.8.2. REIMBURSABLE AGREEMENTS WITH FEDERAL AGENCIES

576 The cost for reimbursable agreements between the sponsor and a Federal agency is allowable if the cost
577 is necessary for completing the project and the Federal agency's statutes permit the action. The FAA is
578 authorized under [49 U.S.C. § 106](#) to enter into and perform reimbursable agreements with airport
579 sponsors.

580 2-3.6.6.8.3. FORCE ACCOUNT COSTS

581 Sponsor force account work including planning, engineering, or construction undertaken by the
 582 sponsor’s employees is allowable if the effort is necessary to complete the project and has been
 583 approved by the ARP Field Office in advance of the grant offer (see [Chapter 3, Grant Prerequisites](#)).

584 **2-3.6.6.9. HAZARDOUS CHEMICAL MITIGATION**

585 The cost for hazardous chemical mitigation, including per- and polyfluoroalkyl substances (PFAS), is
 586 allowable when required by an environmental decision document or when necessary for approval and
 587 permitting for an AIP-eligible project.

588 **2-3.6.6.10. PERMITTED COSTS NOT TYPICALLY ALLOWABLE**

589 The ARP Field Office has the option of funding a cost which is not typically allowable if the effort is
 590 necessary to complete the project. Typical examples of these costs include:

- 591 ▪ Planting trees (landscaping) that are required as environmental mitigation. The allowable costs
 592 are limited to only what is necessary to comply with the environmental determination.
- 593 ▪ Fire hydrant installation required by local codes. The effort must be necessary to complete the
 594 project.

595 **2-3.7. PROHIBITED PROJECTS AND UNALLOWABLE COSTS**

596 Certain projects are prohibited or not eligible for AIP funding unless specifically cited in statute. The
 597 following table, which is not comprehensive, contains examples of projects/costs that are frequently
 598 questioned. Additional information may be provided in the appendix related to the cost.

599 **TABLE 2-3.17. EXAMPLES OF PROHIBITED PROJECTS AND COSTS**

Example	Specifically
Administrative Costs by Percentage	Costs as a percentage of the grant amount are not allowable; only actual costs are allowable and must be based on the work necessary to complete the project.
Administrative Costs for AIP Program Management	Costs incurred for managing the grant program are not allowable; only costs specifically related to carrying out the project are allowable.
Budget Augmentation	Combining AIP funds with other Federal program funds where the other agency or organization receives Federal funding for the activity or project; this is only allowable when legislative authority has been granted for budget augmentation within an AIP grant: <ul style="list-style-type: none"> ▪ Economic development agency and Appalachian regional commission grants, which have specific authority to give grants for local matching share of other Federal programs; ▪ Costs for instrument landing systems to be transferred to the FAA under appropriation statutes; and ▪ The incidental costs for clearing, grading and grubbing for an AIP project that may also provide site preparation for FAA facilities.

Example	Specifically
Catering	Refreshments at meetings or events for an AIP project.
CIP Update as Project Formulation	Updates to an airport’s CIP as part of a project formulation cost. Updates to an airport’s CIP are only eligible if warranted as part of a new or updated master plan grant.
Computer Software	Software, including common use gate software, that does not meet the requirements in 2-3.6.6.4.2. , Computer Software, Data Acquisition, and Subscription Costs.
Computer Hardware and Software – Certain Situations	Costs associated with repair, replacement or upgrading AIP-funded computer hardware or software that has not exceeded the minimum useful life and met further justification requirements.
Conferences, Seminars, and Courses	Costs for tuition, travel, or subsistence for the sponsor’s personnel to attend.
Construction on Land Leased from Private Entity	Leasing property from a private entity does not meet good title as discussed in Chapter 3, Section 3-3.1.1, Project on Airport Property with Good Title.
Contingency or Allowance	Costs for contingencies or allowances; only actual costs may be paid for completed work.
Correcting or Doing Something More than Once – Construction, Equipment, or Land	Project costs are based on the general AIP premise that the intended project is correct. Costs not required to complete the project correctly the first time are prohibited. This includes restocking charges for overordering, replacement while under warranty, and removal and replacement of pavement or items that do not meet FAA specifications.
Correcting or Doing Something More than Once – Design or Planning	Project costs are based on the general AIP premise that the intended project is correct. Cost to redesign a project, except in specific instances, such as AC changes (see Section 2-3.6.4, Costs Must Not Be in Another Federal Grant) and design omissions that were not negligent where the additional work was necessary and would have been done anyway under a correct set of plans.
Costs to Recover Improper Payments	Costs incurred by a sponsor to recover improper payments are not an allowable cost of an AIP grant project. Although 2 CFR Part 200 considers costs to recover an improper payment an allowable cost, these costs are not allowable for grants issued under 49 U.S.C. Chapter 471 . AIP grants are project specific and limited by 49 U.S.C. § 47110 to only those costs that are reasonable and necessary to carry out the project. The costs to recover improper payments do not meet that statutory requirement.

Example	Specifically
Damaged AIP-Eligible Facilities or Equipment	Costs associated with the repair or replacement of damaged facilities or equipment are not permitted unless the sponsor can prove there is no other avenue for funding such as insurance, legal recourse, an airport emergency fund, or through another Federal agency responsible for disaster recovery.
Damaged Non-AIP Eligible Facilities or Equipment	Costs associated with repair or replacement of non-AIP eligible facilities or equipment are not eligible without express congressional authorization.
Decorative Landscaping	Costs for decorative landscaping planting can only be funded to the extent that it is a cost necessary to complete an AIP project, such as erosion control.
Disadvantaged Business Enterprise (DBE) Plan Updates as Stand-Alone Plan	DBE updates are required when the anticipated amount of Federal funding is \$250,000 or greater in a Federal fiscal year; the cost to complete the update is allowable as necessary to complete the triggering project.
Equipment – Turned Over at End of Project	Contractor acquisition of non-expendable equipment necessary to complete a project. While the cost associated with the temporary use of non-expendable equipment is eligible under AIP, the acquisition of such equipment under a development grant is not. The practice of requiring a project contractor to transfer ownership of temporary non-expendable equipment to the owner at the end of the project is an impermissible procurement action. AIP may not participate in costs associated with acquiring equipment for day-to-day airport operations, including direct and indirect acquisitions.
Extended Warranties	Not allowable under 2 CFR Part 200 .
Fundraising	Any cost incurred by a sponsor’s fundraising efforts, including interest and premium charges and administrative expenses involved in conducting bond elections or in selling bonds, unless specifically allowed by statute, regulation, or similar provision.
Indirect Costs – Applied to Other than Salary or Wage Costs	The rate approved under the CAP (also referred to as the indirect cost allocation plan (ICAP) rate) for a sponsor is applied only to the costs associated with the sponsor’s employee’s hourly rate. The rate is not a multiplier on anything but the employee’s hourly rate. This means that the ICAP rate cannot be applied to contract costs, construction costs, consultant costs, or any other cost that is not a sponsor’s employees’ salaries and wages for hours worked on an AIP project.
Instrument Flight Procedure Design / Establishment Costs	Costs to design new instrument flight procedures or to fund the costs associated with establishing a new procedure, except in very limited

Example	Specifically
	circumstances that are discussed in Appendix B, Aircraft Operational Surfaces , and Appendix G, NAVAIDS .
Instrument Flight Procedure Design – Third Party	Projects and costs associated with third-party instrument procedure development are generally prohibited, unless the FAA is unable to develop such procedure within the standard prioritization schedule or the project scope requires a “special” procedure in accordance with AC 90-110C, Service Provider Authorization Guidance for Public Performance Based Instrument Flight Procedures (IFPs) . Approval by ARP Headquarters through the ARP Field Office is required.
Interest Charges	Interest charges, except for payment of interest directed by a court in a condemnation proceeding, which then becomes part of the condemnation award and allowable. However, where the amount deposited in court as FMV was adequate and could have been withdrawn by the property owner without prejudice to his / her rights in the condemnation proceeding, such interest payment is not allowable.
Certain Legal Fees	Legal costs associated with defending a specification or Federal contract requirement are not allowable.
Specific Liability Insurances	Liability insurance that is: <ul style="list-style-type: none"> ▪ Well beyond that normally carried by the contractor or consultant for their own protection, including liability for damages beyond the scope of the consultant contract; or ▪ Held by the sponsor to be indemnified by the contractor against potential damages.
Lobbying	Costs associated with lobbying for a project or influencing Federal employees.
Maintenance Bonds	Costs are not required under 2 CFR Part 200 .
On-The-Job Training Programs	Costs associated with establishing apprenticeship or on-the-job training programs. Agencies such as the Federal Highway Administration have specific statutory authorization to establish such programs, unlike the FAA.
Operations or Maintenance Costs	General operations and maintenance activities, except those allowed per statute, which are discussed in specific appendices.
Portable Emergency Generators	Portable emergency generators or light plants that function essentially as portable emergency generators.
Improper Bid Alternate Procurements	Costs determined by using bid alternates as a cost estimating tool are not allowed. The sponsor is not allowed to bid alternates with no intention of awarding.

Example	Specifically
Projects Without Eligibility Determinations	Any project not determined to be eligible by the FAA.
Sculptures or Works of Art	Costs are not eligible per 49 U.S.C. § 47110 .
Training	Costs are not allowable, except when acquiring training systems and / or equipment is necessary to complete an AIP-eligible project.

600

DRAFT



1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30

CHAPTER 3 – GRANT PREREQUISITES

TABLE OF CONTENTS

Chapter 3 – Grant Prerequisites.....	3-1
3-1. Overview	3-3
3-2. Project Readiness.....	3-3
3-2.1. Project Identification and Planning.....	3-3
3-2.2. Coordination Between Sponsor and ARP Field Office	3-4
3-2.2.1. Project Schedule Considerations	3-4
3-2.2.2. Project Phasing and Usable Units of Work	3-4
3-2.3. Preliminary Grant Application Process	3-4
3-3. Planning, Compliance, Environmental, and Civil Rights Prerequisites.....	3-5
3-3.1. Planning Prerequisites	3-5
3-3.1.1. Project on Airport Property With Good Title.....	3-5
3-3.1.2. Project on Airport Layout Plan (ALP)	3-6
3-3.1.3. Community Consultation	3-6
3-3.1.3.1. Consultation with Airport Users	3-6
3-3.1.3.2. Intergovernmental review	3-7
3-3.2. Compliance Prerequisites	3-7
3-3.2.1. Pavement Maintenance Management Program.....	3-7
3-3.2.2. Buy American Requirements	3-7
3-3.2.3. Competition Plans.....	3-8
3-3.2.4. FAA Policies, Standards, and Specifications	3-8
3-3.2.4.1. Required FAA Standards and Specifications	3-8
3-3.2.4.2. Modifications of Standards (MOS) or Specifications	3-8
3-3.2.4.3. Projects Exceeding FAA Standards	3-9
3-3.2.4.4. Approval and Use of State Standards	3-9
3-3.2.4.5. Projects with No FAA Standard	3-10
3-3.2.4.6. Plans and Specifications Review	3-10
3-3.2.4.7. Eligibility Differences Between the AIP Handbook and Advisory Circulars	3-10

31 3-3.2.4.8. Construction Safety and Phasing Plan (CSPP) 3-10

32 3-3.2.4.9. Safety Risk Management 3-11

33 3-3.3. Environmental Prerequisites 3-11

34 3-3.4. Civil Rights Prerequisites 3-11

35 3-4. Financial and Procurement Prerequisites 3-13

36 3-4.1. Financial Prerequisites 3-13

37 3-4.1.1. Incentive Payments 3-13

38 3-4.1.2. Economic Price Adjustments 3-13

39 3-4.1.3. Project Completion Prerequisites 3-14

40 3-4.2. Procurement Prerequisites 3-14

41 3-4.2.1. Procurement Process Review Requirements 3-15

42 3-4.2.2. Pre-Procurement Review 3-15

43 3-4.2.3. Noncompetitive Procurement Processes 3-15

44 3-4.2.4. Contracts Containing Ineligible Or Non-AIP Funded Work 3-15

45 3-4.2.5. Contracts Containing Requirements that May Reduce the Number of Potential Bidders..3-

46 16

47 3-4.2.6. Consultant Contracts (Qualifications-Based with Negotiated Price) 3-16

48 3-4.2.7. Alternative Project Delivery Contracts 3-17

49 3-4.2.8. Federal Contract Provisions 3-17

50 3-4.2.9. Bid Alternates And Additives 3-17

51 3-4.2.10. Bid Protests and Appeals 3-18

52 3-4.2.11. Force Account Work 3-19

53 3-4.2.12. Value Engineering 3-20

54 3-4.2.13. Contract or Task Order Extensions 3-21

55 3-4.2.13.1. Contract or Task Order Extensions for Construction Services 3-21

56 3-4.2.13.2. Contract or Task Order Extensions for Consultant Services 3-21

57 3-4.2.14. Suspension and Debarment 3-21

58 3-4.2.15. Project Labor Agreements (PLA) 3-21

59 **LIST OF TABLES**

60 Table 3-3.1. Sponsor Civil Rights Requirements 3-11

61 Table 3-4.1. Sponsor Force Account Documentation Requirements 3-20

62 **Chapter 3, Grant Prerequisites**, addresses the statutory and regulatory requirements that apply to all
63 projects and must be satisfied prior to the ARP Field Office preparing a grant. It establishes ARP Field
64 Office and sponsor responsibilities for:

- Project readiness;
- Planning, compliance, environmental, and civil rights prerequisites; and
- Financial and procurement prerequisites.

65 This chapter discusses the grant prerequisites beyond project eligibility and justification, which are
66 covered in [Chapter 2, Eligibility & Justification](#). For requirements that are specific to one project or
67 project type, those additional grant prerequisites are covered in the applicable appendix.

68 3-1. OVERVIEW

69 Certain requirements must be met before the ARP Field Office can program a grant. The timing of
70 meeting these requirements may vary, and some requirements may not apply to every grant. Where
71 statutes and regulations direct the development of separate policy or other supplemental guidance for
72 implementation, this Chapter will identify the name of the policy or supplemental guidance document
73 and include a link for reference if available.

74 3-2. PROJECT READINESS

75 There are several pre-grant project readiness requirements that must occur before a project can be
76 programmed for a grant, including:

- 77 ■ Identification of potential projects by the sponsor and the ARP Field Office during the
78 development of the National Plan of Integrated Airport Systems (NPIAS) and Airports Capital
79 Improvement Plan (ACIP);
- 80 ■ Coordination between the sponsor and the ARP Field Office; and
- 81 ■ The preliminary project grant application process.

82 3-2.1. PROJECT IDENTIFICATION AND PLANNING

83 Sponsors typically develop 20-year airport development plans and may also engage in other planning
84 efforts to assist with the development of their capital improvement plan (CIP), which is submitted to the
85 ARP Field Office. The ARP Field Office uses a sponsor's CIP, as well as other pertinent available
86 information, to identify projects that meet the applicable eligibility and justification requirements in
87 [Chapter 2](#).

88 The ARP Field Office uses the sponsor's CIP and other relevant information to create a five-year NPIAS
89 report outlining the projects that are potentially eligible and justified for AIP funding. The Secretary of
90 Transportation is required to publish the NPIAS every two years per [49 U.S.C. § 47103](#).

91 The ARP Field Office then creates an ACIP to identify the projects that may be funded over the next three
92 years. Inclusion of a project in the NPIAS or the ACIP is not a guarantee of funding, nor is the value of the
93 project considered a final determination by the FAA.

94 Detailed information on the NPIAS and ACIP processes is found in the current version of [FAA Order](#)
95 [5090.5, Formulation of the National Plan of Integrated Airport Systems \(NPIAS\) and the Airports Capital](#)
96 [Improvement Plan \(ACIP\)](#).

97 3-2.2. COORDINATION BETWEEN SPONSOR AND ARP FIELD OFFICE

98 For planning purposes, the ARP Field Office may inform the sponsor of the likelihood of funding for a
99 particular project based on eligibility, justification, and whether and when funds might become available.
100 However, this type of notification does not represent a decision or commitment by the FAA. The sponsor
101 is solely responsible for deciding whether to initiate any steps that would be required should the FAA be
102 able to award a grant for the project. Early indication that a project may be considered for funding, as
103 well as any early actions taken by the sponsor, should not be misconstrued as pre-decisional.

104 The ARP Field Office may also notify the sponsor of the likelihood of receiving Federal funding in the
105 upcoming ACIP timeline. This notification is not a commitment or guarantee of funds. It is meant to alert
106 the sponsor that they may initiate actions, with long lead times, to avoid potential delays in the grant
107 process.

108 3-2.2.1. PROJECT SCHEDULE CONSIDERATIONS

109 A final key requirement of the early project coordination process is the development of a realistic project
110 schedule. The sponsor must develop a schedule that ensures the project proceeds in a timely manner by
111 setting realistic sponsor deadlines for key steps in the grant process, including the prerequisites
112 discussed in [Section 3.3, Planning, Compliance, Environmental, and Civil Rights Prerequisites](#), and
113 [Section 3.4, Financial and Procurement Prerequisites](#).

114 3-2.2.2. PROJECT PHASING AND USABLE UNITS OF WORK

115 When reviewing proposed projects, the ARP Field Office must determine whether the project results in a
116 complete project, which is also referred to as a usable unit of work. Project grant agreements must result
117 in a usable unit of work. Partial construction or incomplete acquisition does not result in a complete
118 project and is therefore not a usable unit of work.

119 The only exception to the usable unit of work requirement is for a phased project. In a phased project,
120 the ARP Field Office issues a grant for a portion or distinct phase of the physical implementation of a
121 project.

122 To issue a grant for a phased project, sponsors must work with the ARP Field Office to define a scope of
123 work that will achieve the milestone, which is the phase being funded. When a usable unit of work must
124 be phased, each phase must have a clearly defined deliverable that results in a meaningful segment of
125 the overall usable unit of work. When all phases are complete, the overall development objective will be
126 fulfilled, resulting in a usable unit of work.

127 3-2.3. PRELIMINARY GRANT APPLICATION PROCESS

128 To facilitate project programming and to ensure a project is eligible for AIP funding, the ARP Field Office
129 may request the sponsor complete a preapplication. Preapplications contain information such as project
130 description and details, any proposed project phasing, the sponsor's project funding plan, a cost
131 estimate, proposed project schedule, a project sketch, and applicable environmental determination
132 documentation.

133 [FAA Form 5100-109, Airport Improvement Program Project Evaluation Review and Development Analysis](#)
134 (PERADA), is an optional checklist the ARP Field Office may use to confirm that these requirements are
135 considered before programming a grant. The FAA developed the PERADA as a method to ensure that the
136 airport sponsor is eligible to accept a grant, that the project is eligible and justified, and that project
137 costs are allowable (see 49 U.S.C. §§ [47105](#), [47106](#), [47107](#), and [47110](#)). The ARP Field
138 Office must review the items listed on the PERADA checklist, but use of the checklist itself is
139 not required. If the ARP Field Office’s PERADA review identifies any items that are not met at the time
140 of grant programming, this checklist can help the ARP Field Office follow up on the outstanding items at
141 the appropriate time during the grant process. By issuing the grant, the ARP Field Office confirms
142 that all the applicable requirements have been or will be met. See [Chapter 4, Grant Management](#)
143 [Process](#), for additional discussion on the preliminary grant application process and the PERADA. [Section](#)
144 [4-2.3, Requirements That May Be Delayed](#), outlines the requirements that may be delayed.

145 The remainder of this chapter details grant prerequisites by category.

3-3. PLANNING, COMPLIANCE, ENVIRONMENTAL, AND CIVIL RIGHTS PREREQUISITES

146 This subsection outlines prerequisites related to project planning requirements or compliance
147 requirements associated with grant assurances. See [Grant Assurances \(Obligations\)](#) for the current
148 sponsor grant assurances.
149

3-3.1. PLANNING PREREQUISITES

150 The prerequisites in this subsection relate to project planning requirements.

3-3.1.1. PROJECT ON AIRPORT PROPERTY WITH GOOD TITLE

153 Per [49 U.S.C. 47106](#), a grant cannot be issued unless the FAA is satisfied that the sponsor, a public
154 agency, or the government holds good title to the areas of the airport used or intended to be used for
155 the landing, taking off, or surface maneuvering of aircraft, or that good title will be acquired. This
156 statutory requirement is incorporated into grant agreements through airport sponsor assurance 4, Good
157 Title.

158 Good title evidence, per FAA policy, is obtained through an Exhibit A Property Inventory Map. The ARP
159 Field Office must have a current FAA-accepted Exhibit A on file prior to issuing a grant at the airport
160 because it is contractually referenced in the grant agreement. If the airport is a first-time sponsor or if its
161 Exhibit A is not up to date, the ARP Field Office must require the sponsor submit an Exhibit A.

162 The ARP Field Office may request the sponsor provide additional evidence of good title by providing the
163 sponsor’s attorney’s certification that good title has been acquired. The sponsor’s attorney may rely
164 upon title insurance (title company commitment of insurance of marketable title), title abstract, or an
165 attorney’s certificate of title.

166 To issue a grant where good title to the airport operating areas (AOA) is not yet in place, but is being
167 acquired, FAA policy requires that the acquisition of good title must be in process.

168 Also, per FAA policy, a sponsor can meet the good title requirement by leasing from another public
169 agency that holds good title; however, the lease term must match or exceed the useful life of the project.
170 A lease from a private entity does not provide good title.

171 There are limited exceptions to the requirement that a project be located upon airport property, as
172 detailed in the applicable appendices.

173 3-3.1.2. PROJECT ON AIRPORT LAYOUT PLAN (ALP)

174 Per [49 U.S.C. § 47107](#), the sponsor must maintain a current, unconditionally approved airport layout plan
175 (ALP) to receive a grant. The FAA-approved ALP on file with the ARP Field Office must reflect current and
176 proposed conditions at the airport. An AIP project must be depicted on the current FAA-approved ALP,
177 when applicable. This statutory requirement is incorporated into grant agreements through airport
178 [sponsor assurance 29, Airport Layout Plan](#).

179 This statutory provision also prohibits the sponsor from altering the airport unless the ARP Field Office
180 has determined the project will not adversely affect the safety, utility, and efficiency of the airport,
181 subject to [49 U.S.C. § 47107](#).

182 For projects not shown on the current FAA-approved ALP that are expected to have a significant impact
183 on aeronautical or airport operations, the ARP Field Office must advise the sponsor to complete an ALP
184 update for FAA review and approval.

185 For projects not shown on the current FAA-approved ALP that are not expected to have a significant
186 impact on aeronautical or airport operations, the ARP Field Office may allow the sponsor to revise its
187 ALP by submitting an aeronautical study. If the aeronautical study does not result in an objection from
188 the FAA, the ARP Field Office may accept the ALP revision by issuing a letter to the sponsor that includes
189 a reference of the aeronautical study determination number in the approval letter. If the aeronautical
190 study results in an objection from the FAA, then the sponsor must revise the scope of the project as
191 necessary to address the objection and submit another aeronautical study. The ARP Field Office must
192 not program the grant until an acceptable aeronautical study is complete. In addition, the ARP Field
193 Office must then require the sponsor to submit a revised ALP as a condition of closing the grant.

194 The methods presented under this section do not preclude or satisfy the sponsor's requirement to
195 conduct an environmental review of the project.

196 3-3.1.3. COMMUNITY CONSULTATION

197 Several statutory provisions require the sponsor to conduct outreach before pursuing Federal funding for
198 a project. This outreach includes consultation with airport users and intergovernmental review. Sponsors
199 must also be aware of state laws that require consultation, as a public agency cannot apply for a project
200 grant in violation of a state law, per [49 U.S.C. § 47106](#).

201 3-3.1.3.1. CONSULTATION WITH AIRPORT USERS

202 Sponsors must consult with airport users that will be affected by a project, per [49 U.S.C. § 47105](#) and
203 incorporated into the grant agreement through airport [sponsor assurance 8, Consultation with Users](#).
204 This consultation process does not require airport users to provide input or to agree with the proposal.
205 The sponsor's airport user consultation process must meet the following requirements:

- 206 ▪ Affected parties must be given a reasonable opportunity to provide input on proposals for
207 airport development;
- 208 ▪ The consultation must occur before the sponsor submits a grant application for the project.
209 Consultation is part of a planning effort, so separate pre-grant consultation is not required;
- 210 ▪ The consultation must include all project considerations that impact:
 - 211 ○ The sponsor's decision to proceed with the project, and
 - 212 ○ Users' charges or operations; and

- 213 ▪ The consultation must cover the general nature of the development proposed, its estimated
214 cost, and its estimated start and end dates.

215 For additional information on consultation as part of a planning effort, see [Appendix K, Planning](#).

216 3-3.1.3.2. INTERGOVERNMENTAL REVIEW

217 A project must be consistent with the plans of public agencies for the development of the area
218 surrounding the airport in order for the FAA to approve a grant application. This is consistent with [49](#)
219 [U.S.C. § 47106](#) and airport [sponsor assurance 6, Consistency with Local Plans. FAA Order 1200.21,](#)
220 [Intergovernmental Review of FAA Programs and Activities](#), outlines critical intergovernmental review
221 requirements for Federally funded projects.

222 Sponsors must coordinate the following types of projects through their appropriate state contact:

- 223 ▪ Projects that significantly affect state or local governments beyond airport boundaries;
224 ▪ Projects specifically requested under a state’s review process; and
225 ▪ Projects at a Medium or Large hub airport that involve the siting of an airport location, a new
226 runway, or a major runway extension. For these projects, [49 U.S.C. § 47106](#) requires the sponsor
227 to provide a copy of the proposed ALP amendment and associated master plan upon request by
228 the relevant metropolitan planning organization (MPO).

229 The sponsor cannot submit a grant application or accept a grant agreement for the project before this
230 coordination is complete.

231 If interagency review was completed in the environmental or planning stage of a project, it typically will
232 not need to be repeated during the implementation stage unless:

- 233 ▪ The scope of work has changed;
234 ▪ Substantial new information has become available; or
235 ▪ Significant time has passed.

236 3-3.2. COMPLIANCE PREREQUISITES

237 The prerequisites in this subsection are all related to a project’s compliance with grant assurances.

238 3-3.2.1. PAVEMENT MAINTENANCE MANAGEMENT PROGRAM

239 The ARP Field Office cannot approve a grant application for a project to replace or reconstruct pavement
240 unless the sponsor has provided such assurances or certifications as the FAA determines appropriate
241 that the airport has implemented an effective pavement maintenance-management program. This is
242 required by [49 U.S.C. § 47105](#) and incorporated into grant agreements through airport [sponsor](#)
243 [assurance 11, Pavement Preventative Maintenance-Management](#). The sponsor is also required to
244 provide such reports on pavement condition and pavement management programs as the FAA
245 determines may be useful. For more information on pavement management programs, see [Advisory](#)
246 [Circular \(AC\) 150/5380, Airport Pavement Management Program \(PMP\)](#).

247 3-3.2.2. BUY AMERICAN REQUIREMENTS

248 The Buy American Preferences under [49 U.S.C. § 50101](#) require that all steel and manufactured goods
249 used in AIP-funded projects be produced in the United States. When accepting AIP funding, sponsors

250 must certify that all steel and manufactured products used on any portion of the Federally-funded
251 project are produced in the United States and are of 100 percent U.S. materials. See [Buy American](#)
252 [Preference Requirements](#) for more information.

253 3-3.2.3. COMPETITION PLANS

254 Large and Medium hub airports at which one or two air carriers control more than 50% of the passenger
255 boardings must submit a Competition Plan prior to receipt of a grant, per [49 U.S.C. § 47106](#). The intent
256 of this plan is for the airport to demonstrate how it will accommodate new entrant access and expansion
257 by incumbent carriers. After submittal of an airport's initial Competition Plan, the airport will be required
258 to submit Competition Plan Updates if certain triggers are met.

259 It is FAA policy that a grant cannot be issued to a sponsor from the time the Competition Plan or the
260 Competition Plan Update is submitted to the FAA for final review until the FAA reviews and accepts the
261 sponsor's Competition Plan or Competition Plan Update. When there is a specific and urgent
262 justification, the ARP Field Office, in coordination with ARP Headquarters, may approve the issuance of a
263 grant based on a conditional approval if the grant agreement includes a special condition that prohibits
264 drawdown of the grant funds until the conditions of the Competition Plan's acceptance have been
265 fulfilled to the FAA's satisfaction. See [Competition Plan Covered Airports](#) for more information on these
266 requirements.

267 3-3.2.4. FAA POLICIES, STANDARDS, AND SPECIFICATIONS

268 Per [49 U.S.C. § 47105](#), any project seeking grant funding must comply with standards that the FAA
269 prescribes or approves, including standards for site location, airport layout, site preparation, paving,
270 lighting, and safety of takeoff and approach procedures. Similarly, airport [sponsor assurance 34, Policies,](#)
271 [Standards, and Specifications](#), requires airport sponsors to carry out any project funded by an AIP grant
272 in accordance with FAA-approved policies, standards, and specifications.

273 3-3.2.4.1. REQUIRED FAA STANDARDS AND SPECIFICATIONS

274 Projects must be planned, designed, and constructed in accordance with current FAA standards and
275 specifications, unless the ARP Field Office has approved a modification of standards (MOS) for the
276 specific non-standard condition (NSC). Required FAA standards include airport design, construction and
277 equipment standards, and specifications. There are specific required standards that are not subject to
278 an MOS, such as runway safety areas (RSAs) and obstacle free zones (OFZs).

279 Airport development requires ensuring the safety of approaches per [49 U.S.C. § 47105](#). If the ARP Field
280 Office determines that the rehabilitation, reconstruction, construction, expansion, or extension or any
281 section of a runway will not be usable due to unsafe approaches (*e.g.*, cannot be mitigated with a
282 displaced threshold or increase in approach minima) using the latest version of [AC 150/5300-13, Airport](#)
283 [Design](#), then the project cannot be funded.

284 If an FAA standard changes while a project is in progress, the project must meet the standards that were
285 current when the project design began. If construction does not take place within two years of the
286 beginning of design, the design must be updated to meet new standards prior to construction. If the
287 original design was AIP-funded and an update to the design is required, the cost to update the design is
288 not eligible for reimbursement. If the original design was not AIP-funded, the sponsor may request
289 funding for the cost to update the design.

290 3-3.2.4.2. MODIFICATIONS OF STANDARDS (MOS) OR SPECIFICATIONS

291 Sponsors must use FAA-published specifications for specific terms as written, with no changes from the
292 specifications, except where explicitly allowed in the specification. The sponsor must obtain an MOS
293 approval for any change that is not specifically allowed to ensure an acceptable level of safety, capacity,
294 efficiency, utility, or access. The FAA's review ensures the proposed NSC will not unduly limit
295 competition, eliminate FAA-approved vendors, compromise statutory or regulatory requirements, or
296 negatively impact the project.

297 For AIP funding purposes, some modifications to FAA standards will not be considered because they
298 violate [2 CFR Part 200](#) or deviate from FAA design standards, such as MOS for cost saving only without
299 regard to level of performance and safety, standardization of equipment type, local preference, and
300 airfield lighting circuits that are not 6.6 amperes per current FAA standards. The ARP Field Office and ARP
301 Headquarters must not approve such requests for AIP-funded projects. However, in the event of a pre-
302 existing nonstandard airfield configuration, AIP funds may only be used to rehabilitate or reconstruct the
303 affected airfield element if the FAA has formally approved an MOS or the airfield element is brought up
304 to standards.

305 For more information on MOS, see [FAA Order 5300.1, Modifications to Agency Airport Design,
306 Construction, and Equipment Standards](#).

307 3-3.2.4.3. PROJECTS EXCEEDING FAA STANDARDS

308 It is FAA policy that if a project meets FAA standards, the public need has been fully met. The ARP Field
309 Office must not fund a project exceeding FAA standards except in the limited circumstances where all of
310 the following apply:

- 311 ▪ The project is eligible;
- 312 ▪ The sponsor has demonstrated a continuing need for the existing facility or equipment, either
313 based on existing aeronautical activity or use or to accommodate the aircraft of a current tenant
314 based at the airport; and
- 315 ▪ The ARP Field Office has determined the added cost is reasonable compared to the benefit
316 being obtained. The ARP Field Office may request a lifecycle cost analysis, [benefit cost analysis](#)
317 (BCA), or other applicable analysis to support this determination.

318 Proactive improvements to sustain operations and permit resumption of operations following natural
319 disasters per [49 U.S.C. § 47102](#) are also deemed justified by ARP Headquarters, even when exceeding
320 design standards. A common example of this type of improvement is a larger diameter drainage system
321 needed to drain excess rain that exceeds normal design standards.

322 Using the procurement process to determine costs of work exceeding standards is not allowed. General
323 procurement standards, prescribed in [2 CFR Part 200](#), state that sponsors must avoid the acquisition of
324 unnecessary or duplicative items. Per FAA policy, sponsors must also obtain written ARP Field Office
325 concurrence before designing or bidding AIP-funded projects that will include work exceeding FAA
326 standards.

327 The ARP Field Office can allow the sponsor to pay for the cost to exceed FAA standards.

328 3-3.2.4.4. APPROVAL AND USE OF STATE STANDARDS

329 Per [49 U.S.C. § 47105](#), a sponsor may request to use state standards in lieu of FAA standards, except
330 standards for safety of approaches, for nonprimary airport development. Per [49 U.S.C. § 47114](#), a
331 sponsor may also request to use state highway construction and material specifications for full strength
332 airfield pavement construction at a nonprimary airport serving aircraft that does not exceed 60,000

333 pounds gross weight. The requirements for these two uses of state standards are different and are
334 discussed in detail in [AC 150/5100-13, Development of State Aviation Standards for Airport Pavement](#)
335 [Construction](#). Under both scenarios, the ARP Field Office must approve the use of state standards for a
336 project prior to the project being programmed for a grant, and the sponsor's request for use of the MOS
337 must comply with all requirements contained in [AC 150/5100-13](#).

338 In order to use state specifications for airfield pavements currently serving aircraft less than 60,000
339 pounds gross weight, the ARP Field Office must determine that safety will not be negatively affected and
340 that the life of the pavement, with necessary maintenance and upkeep, will not be shorter than it would
341 be if constructed using FAA standards. For funding purposes, AIP can only be used to fund the life
342 required by the FAA standards, which is 20 years. See [Appendix B, Aircraft Operational Surfaces](#), for
343 more information on the requirements for the use of state standards on AOS projects.

344 3-3.2.4.5. PROJECTS WITH NO FAA STANDARD

345 Some eligible projects have no corresponding FAA standards, procedures, policy, plans, or specifications.
346 In some cases, the FAA has specifically adopted the standards of another Federal agency or an industry
347 group. The ARP Field Office must coordinate with ARP Headquarters for assistance on project eligibility
348 and to obtain the applicable FAA standards and requirements for the project.

349 3-3.2.4.6. PLANS AND SPECIFICATIONS REVIEW

350 Sponsors must prepare plans and specifications to meet FAA standards, as well as an engineer's report
351 that contains design computations, selections of design materials and equipment and proposed
352 modifications to standards, related project work elements, and supporting data. The ARP Field Office
353 cannot fund a project it has determined does not meet FAA standards.

354 The ARP Field Office must follow the latest version of the [FAA Review of Construction Plans and](#)
355 [Specifications for AIP Funded Projects memorandum](#) when reviewing plans and specifications. The ARP
356 Field Office's review of a sponsor's plans or specifications does not relieve the sponsor of its
357 responsibility to fully comply with AIP requirements and does not represent approval of the plans or
358 specifications.

359 Sponsor certification of plans and specifications does not relieve the sponsor from obtaining prior FAA
360 approval for modifications to standards or from notifying the ARP Field Office of any limitations to
361 project completion.

362 3-3.2.4.7. ELIGIBILITY DIFFERENCES BETWEEN THE AIP HANDBOOK AND ADVISORY CIRCULARS

363 ACs provide guidance on a wide range of subjects, including airport design, construction, facilities, and
364 supporting systems. However, ACs do not address the eligibility of costs for AIP reimbursement.

365 This Order interprets the AIP statute as it relates to project eligibility and provides detailed criteria for
366 determining whether costs incurred during an airport project are allowable and justified.

367 3-3.2.4.8. CONSTRUCTION SAFETY AND PHASING PLAN (CSPP)

368 A construction safety and phasing plan (CSPP) is required to ensure safe airport operations during
369 construction activities and must be consistent with applicable FAA safety requirements. The current
370 version of [AC 150/5370-2, Operational Safety on Airports During Construction](#), outlines when a sponsor
371 is required to submit a CSPP and includes guidance for developing and implementing CSPPs. The ARP
372 Field Office must review and approve or disapprove all required CSPPs in writing. This responsibility
373 cannot be delegated and is not covered by sponsor certification.

374 3-3.2.4.9. SAFETY RISK MANAGEMENT
 375 When applicable, the ARP Field Office must participate in safety risk management (SRM) activities
 376 associated with AIP projects in accordance with the current version of [FAA Order 5200.11, FAA Airports](#)
 377 [\(ARP\) Safety Management System \(SMS\)](#).
 378 Participation ensures that safety risks associated with the project are appropriately identified and
 379 mitigated prior to implementation.

380 3-3.3. ENVIRONMENTAL PREREQUISITES

381 Per [49 U.S.C. § 47106](#), any airport project funded with AIP requires an environmental analysis (EA) or
 382 environmental impact statement (EIS) and an environmental finding such as a categorical exclusion
 383 (CatEX), finding of no significant impact (FONSI), or a record of decision (ROD) prior to initial grant
 384 programming.
 385 The requirements for environmental analysis and findings are included in the current version of [FAA](#)
 386 [Order 1050.1, FAA National Environmental Policy Act Implementing Procedures](#). Grant justification
 387 criteria are distinct from the environmental finding.

388 3-3.4. CIVIL RIGHTS PREREQUISITES

389 Sponsors receiving AIP funding must follow all applicable civil rights requirements and must work
 390 directly with the [FAA Office of Civil Rights \(ACR\)](#) to ensure that the requirements have been met. Sponsor
 391 civil rights requirements are included in [Table 3-3.1](#). Sponsor Civil Rights Requirements.
 392

393 **TABLE 3-3.1. SPONSOR CIVIL RIGHTS REQUIREMENTS**

Civil Rights Requirements	Relevant Statutory and Regulatory Citations and Grant Assurances
Disadvantaged Business Enterprise (DBE) Program – A sponsor must have a DBE program if it will award \$250,000 in AIP funding during a Federal fiscal year	<ul style="list-style-type: none"> ▪ 49 U.S.C. § 47113* ▪ 49 CFR Part 26, Participation by Disadvantaged Business Enterprises in Department of Transportation Financial Assistance Programs ▪ Airport sponsor assurances 1, General Federal Requirements, and 37, Disadvantaged Business Enterprises ▪ Planning agency sponsors assurances 1, Responsibility and Authority of the Sponsor, and 12, Disadvantaged Business Enterprises ▪ Non-airport sponsors undertaking noise compatibility program projects assurances 1, General Federal Requirements, and 21, Disadvantaged Business Enterprises
Airport Concessions Disadvantaged Business Enterprise (ACDBE) Program – All primary airports are required to have an ACDBE program	<ul style="list-style-type: none"> ▪ 49 U.S.C. § 47107(e) ▪ 49 CFR Part 23, Participation of Disadvantaged Business Enterprise in Airport Concessions ▪ Airport sponsor assurances 1, General Federal Requirements, and 37, Disadvantaged Business Enterprises

Civil Rights Requirements	Relevant Statutory and Regulatory Citations and Grant Assurances
<p>Americans with Disabilities Act (ADA)</p>	<ul style="list-style-type: none"> ▪ 49 U.S.C. §§ 47107 and 47123 ▪ Titles II & III, Section 504 of the Rehabilitation Act of 1973 ▪ 49 CFR Parts 27, Nondiscrimination on the Basis of Disability in Programs or Activities Receiving Federal Financial Assistance ▪ 49 CFR Part 37, Transportation Services for Individuals with Disabilities (ADA) ▪ 49 CFR Part 38, Americans with Disabilities Act (ADA) Accessibility Specifications for Transportation Vehicles ▪ 28 CFR Parts 35, Nondiscrimination on the Basis of Disability in State and Local Government Services ▪ 28 CFR Part 36, Nondiscrimination on the Basis of Disability by Public Accommodations and In Commercial Facilities ▪ Airport sponsor assurances 1, General Federal Requirements, and 30, Civil Rights ▪ Planning agency sponsors assurances 1, Responsibility and Authority of the Sponsor, and 8, Civil Rights ▪ Non-airport sponsors undertaking noise compatibility program projects assurances 1, General Federal Requirements and 16, Civil Rights
<p>Air Carrier Access Act of 1986 (ACAA)</p>	<ul style="list-style-type: none"> • 14 CFR Part 382, Nondiscrimination on the Basis of Disability in Air Travel
<p>Title VI of Civil Rights Act of 1964 – Related sponsor assurances are also binding on subrecipients, subgrantees, contractors, successors, transferees, and / or assignees</p>	<ul style="list-style-type: none"> ▪ 42 U.S.C. § 2000d, et seq. ▪ 49 CFR Part 21, Nondiscrimination in Federally-Assisted Programs of the Department of Transportation – Effectuation of Title VI of the Civil Rights Act of 1964 ▪ Airport sponsor assurances 1, General Federal Requirements, and 30, Civil Rights ▪ Planning agency sponsors assurances 1, Responsibility and Authority of the Sponsor and 8, Civil Rights ▪ Non-airport sponsors undertaking noise compatibility program projects assurances 1, General Federal Requirements, and 16, Civil Rights

394 * [Per 49 U.S.C. § 47113\(f\)](#), the FAA may provide AIP funding to a sponsor to develop, conduct, and
395 administer training programs and assistance programs in connection with any AIP-funded project subject
396 to [49 CFR Part 26](#) for small business concerns to achieve proficiency to compete on an equal basis for
397 contracts and subcontracts related to such projects.

398 3-4. FINANCIAL AND PROCUREMENT PREREQUISITES

399 This subsection outlines prerequisites that are related to project financial prerequisites or project
400 procurement requirements.

401 3-4.1. FINANCIAL PREREQUISITES

402 Per [49 U.S.C. § 47106](#), the FAA cannot program a grant unless the sponsor has demonstrated it has
403 sufficient funding available to cover the project costs that will not be paid by the FAA. In addition, [49](#)
404 [U.S.C. § 47110](#) states that a project cost is allowable to the extent it is reasonable in amount.

405 To address these statutory requirements, the ARP Field Office must review the sponsor’s funding plan for
406 the project to confirm that the sponsor has funding available to complete the project and that proposed
407 costs are reasonable. See [Chapter 2](#) for further discussion on cost reasonableness, including
408 requirements for costs not to be in another Federal grant and for costs to be within the maximum
409 Federal cost in the grant agreement.

410 3-4.1.1. INCENTIVE PAYMENTS

411 Per [49 U.S.C. § 47110](#), incentive payments are allowable project costs if they are incurred in carrying out
412 an AIP-funded project and will be provided to a contractor upon early completion of a project, if:

- 413 ▪ The payment does not exceed the lesser of five percent of the initial construction contract
414 amount at the time of award or \$1,000,000;
- 415 ▪ The level of contractor’s control of, or access to, the worksite necessary to shorten the duration
416 of the project does not negatively impact the airport’s operation;
- 417 ▪ The contract specifies application of the incentive structure in the event of unforeseeable, non-
418 weather delays beyond the contractor’s control;
- 419 ▪ The contract ensures that the airport operator maintains responsibility for the safety, efficiency,
420 and capacity of the airport during the execution of the grant agreement; and
- 421 ▪ The FAA determines the use of an incentive payment is likely to increase airport capacity or
422 efficiency or to result in cost savings as a result of shortening the project’s duration.

423 3-4.1.2. ECONOMIC PRICE ADJUSTMENTS

424 Per [49 U.S.C. § 47108](#), the ARP Field Office may incorporate a provision in a grant agreement under
425 which the FAA agrees to pay more than the maximum amount otherwise specified in the agreement if
426 commodity or labor prices have increased since the grant agreement was executed. Provision inclusion
427 must also ensure that the FAA realizes any financial benefit associated with a decrease in material or
428 labor costs for the project.

429 Price adjustments for commodities or labor must be properly justified and cannot increase the amount
430 for the grant by more than 15 percent. Price adjustments for commodities must be tied to acceptable
431 industry analysis of economic trends of affected construction material, and price adjustments for labor

432 must be tied to published changes in Davis-Bacon Act prevailing wage rates. The adjustments are not
433 intended to cover changes in price that are caused by a change in quoted price of a supplier, or changes
434 in labor rates due to regular events such as annual raises or new hires. The sponsor's proposal to the ARP
435 Field Office must include:

- 436 • A justification for using economic price adjustment for the project;
- 437 • Bid items affected and formulas for adjustment;
- 438 • Indexes to be used;
- 439 • A schedule and process for review and approval of adjustments; and
- 440 • A financial plan to cover increases that exceed the grant amendment limit of 15%.

441 Price adjustments for:

- 442 • Commodities are limited to raw construction materials and do not apply to complete items that
443 may be purchased and installed by a contractor;
- 444 • Materials due to changes in economic conditions must be supported by an acceptable industry
445 analysis of economic trends of the affected construction material; and
- 446 • Labor will be governed by changes in published Davis-Bacon Act prevailing wage rates at the time of
447 grant execution versus Davis-Bacon Act wage rates at the time of construction.

448 The ARP Field Office must review and accept or reject a request to include an economic price adjustment
449 provision prior to issuing the grant. If accepted, the grant agreement will include the economic price
450 adjustment special conditions. When price adjustment provisions are included in the sponsor's contract
451 documents, the sponsor will insert language into its Contract General Provisions to allow a contractor to
452 submit a request for change in Item Unit Price due to economic changes. The contractor must initiate
453 any proposal for a change in an item unit price prior to the sponsor making final payment for any item.

454 3-4.1.3. PROJECT COMPLETION PREREQUISITES

455 Per [49 U.S.C. § 47106](#), the ARP Field Office can only issue a grant if it is satisfied that the project will be
456 completed without unreasonable delay. Therefore, if the ARP Field Office is aware of circumstances that
457 will unreasonably delay project completion, such as runway closure timing issues that have not been
458 worked out with air carriers, the ARP Field Office cannot issue the grant.

459 In addition, prior to issuing a grant, FAA policy to implement [49 U.S.C. § 47106](#) requires that the ARP
460 Field Office must identify:

- 461 ▪ Any open grants to the sponsor that are more than four years old, and
- 462 ▪ Any open grants to the sponsor that have not had a payment request for 18 months or more.

463 If the ARP Field Office identifies any grants issued to the sponsor that fall into either of the above
464 categories, the ARP Field Office must coordinate with the sponsor to determine the reason for which
465 these grants remain open and the sponsor's plans to complete and close out the grants. A history of old
466 and/or inactive grants may be an indicator that the sponsor may not be able to comply with the statute.

467 3-4.2. PROCUREMENT PREREQUISITES

468 Sponsors must comply with applicable procurement requirements to be eligible to receive a grant,
469 including relevant provisions of [2 CFR Part 200](#). [Title 2 CFR Part 200](#) includes uniform procurement

470 standards for Federal financial assistance funding and prescribes general procurement methods for
471 project actions such as construction, equipment purchases, and selection for professional services.
472 Failure to meet procurement requirements can result in the ARP Field Office determining that a normally
473 allowable cost is unallowable.

474 3-4.2.1. PROCUREMENT PROCESS REVIEW REQUIREMENTS

475 In certain circumstances, per [2 CFR Part 200](#), the ARP Field Office is required to review the sponsor's
476 procurement process. Additional information on when this review is required is available at [Procurement
477 and Contracting Under AIP](#). Otherwise, [2 CFR Part 200](#) allows the ARP Field Office to accept sponsor
478 certification, included in the grant assurances signed by the sponsor, that the sponsor is following [2 CFR
479 Part 200](#). However, the ARP Field Office may choose to review the sponsor's procurement
480 documentation and systems and technical specifications, including plans and specifications, engineer's
481 report, and any other items within the procurement package, at any time during the grant process.

482 3-4.2.2. PRE-PROCUREMENT REVIEW

483 Per [2 CFR Part 200](#), sponsors must notify the ARP Field Office when any of the following situations exist,
484 and the procurement is expected to exceed the simplified acquisition threshold (SAT):

- 485 ▪ The procurement is to be awarded without competition or only one bid or offer is received in
486 response to a solicitation;
- 487 ▪ The procurement specifies a brand name product; or
- 488 ▪ The procurement is to be awarded to other than the apparent low bidder under a sealed bid
489 procurement.

490 In addition, the sponsor must also notify the ARP Field Office when its procurement procedures or
491 operation fail to comply with [2 CFR Part 200's](#) procurement standards, even when the procurement is
492 not expected to exceed the SAT. When these situations arise, after the sponsor makes the required
493 notification, the ARP Field Office may choose to conduct a pre-procurement review or to accept sponsor
494 certification.

495 3-4.2.3. NONCOMPETITIVE PROCUREMENT PROCESSES

496 Sponsors may only use a noncompetitive procurement process for the limited circumstances outlined in
497 [2 CFR Part 200, Subpart D](#). Per FAA policy, the ARP Field Office must not issue a grant including
498 noncompetitive proposals unless it has reviewed the proposals and concurred that [2 CFR Part 200](#)
499 requirements have been met.

500 Additional information on special noncompetitive proposal situations and their associated requirements
501 is included in 2 CFR Part 200 guidance.

502 3-4.2.4. CONTRACTS CONTAINING INELIGIBLE OR NON-AIP FUNDED WORK

503 It is FAA policy that a sponsor must not combine ineligible work and/or non-AIP funded work within the
504 same contract unless the sponsor provides a compelling reason documenting that it is in the Federal
505 Government's best interest.

506 The FAA does not consider the fact that including ineligible or non-AIP funded work is at no additional
507 cost to the Federal Government to be a benefit to the Federal Government. The below scenarios would
508 be considered in the Federal Government's best interest:

- 509 ▪ Including ineligible and/or non-AIP work will result in an overall reduction in the number of
510 construction workers and vehicles on the airfield, thereby reducing the potential risk of runway
511 incursions;
- 512 ▪ Including ineligible and/or non-AIP work will result in the runway being closed for construction
513 for a significantly shorter duration, thereby maintaining system capacity;
- 514 ▪ Including a significant amount of non-AIP pavement will reduce the overall unit cost of the
515 pavement, thereby reducing the AIP project costs; or
- 516 ▪ Including the ineligible portion of a hydrant fueling system in an AIP-funded apron project that
517 includes hydrant fueling pits will allow a functioning fueling system to be completed.

518 The ARP Field Office must concur with the sponsor’s request to combine eligible and ineligible work in
519 writing. In addition to determining that including the work is in the best interest of the Federal
520 Government, the ARP Field Office must also determine:

- 521 ▪ This inclusion will not result in an increase to the cost of the AIP-funded work and
- 522 ▪ The cost of ineligible or non-AIP funded work can be easily identified and separated from the
523 AIP funded work so that the ARP Field Office can determine Federal participation. If there is no
524 way to feasibly separate the AIP-funded work, the ARP Field Office can prorate the work to
525 determine Federal participation.

526 If including the ineligible or non-AIP funded work in the contract will reduce the field of potential
527 bidders, this may reduce competition and affect the cost, as discussed in greater detail below.

528 3-4.2.5. CONTRACTS CONTAINING REQUIREMENTS THAT MAY REDUCE THE NUMBER OF 529 POTENTIAL BIDDERS

530 Per [2 CFR Part 200, Subpart D](#), sponsor solicitations of AIP-funded projects must be conducted in a
531 manner that provides full and open competition and cannot unduly restrict competition. A sponsor
532 cannot include requirements that reduce the number of potential bidders unless the sponsor provides a
533 compelling reason for those requirements to the ARP Field Office. The ARP Field Office must provide
534 written concurrence with the sponsor’s request.

535 3-4.2.6. CONSULTANT CONTRACTS (QUALIFICATIONS-BASED WITH NEGOTIATED PRICE)

536 Per [49 U.S.C. § 47107](#), the ARP Field Office may only approve a grant application if it receives assurances
537 that each contract and subcontract for program management, construction management, planning
538 studies, feasibility studies, architectural services, preliminary engineering, design, engineering,
539 surveying, mapping, and related services will be awarded in the same way that a contract for
540 architectural and engineering services is negotiated under the Brooks Act ([40 U.S.C. Chapter 11](#)) or an
541 equivalent qualifications-based requirement prescribed for or by the sponsor. This requirement is
542 applicable to all AIP-funded projects, including a project phase that is not using AIP funds, if another
543 phrase of the project will use AIP funding.

544 Under the Brooks Act selection procedures, the offeror cannot provide, and the sponsor cannot use,
545 price information when the sponsor ranks the offerors. The FAA has interpreted this to mean that
546 offerors cannot provide any price information before the sponsor determines the most qualified offeror.
547 The sponsor must then negotiate a fair and reasonable price or go to the next qualified offeror. See
548 [Chapter 2, Section 2-6.3.6, Costs Must Be Reasonable](#), for additional information.

549 The sponsor’s procurement process for procuring consultant contracts must comply with [2 CFR Part 200](#)
550 and [AC 150/5100-14, Architectural, Engineering, and Planning Consultant Services for Airport Grant](#)
551 [Projects](#). If the sponsor submits the associated sponsor certification, the ARP Field Office does not have
552 to review the procurement of these types of proposals. However, if the sponsor is proposing to deviate
553 from the sponsor procurement requirements in [2 CFR Part 200](#) and [AC 150/5100-14](#), the ARP Field Office
554 cannot issue the grant unless it has reviewed the contract and concurs with the deviations.

555 3-4.2.7. ALTERNATIVE PROJECT DELIVERY CONTRACTS

556 Per [49 U.S.C. § 47142](#), the FAA may authorize the use of a covered project delivery contract method
557 using a selection process permitted under applicable state or local law if the following requirements are
558 met:

- 559 ▪ The grant application is approved using FAA-established criteria;
- 560 ▪ The covered project delivery contract is in an FAA-approved form;
- 561 ▪ The contract will be executed pursuant to competitive procedures and contains a schematic
562 design adequate to approve the grant;
- 563 ▪ The use of a covered project delivery contract is projected to be cost-effective and expedite the
564 project;
- 565 ▪ There will be no conflict of interest; and
- 566 ▪ The selection process will be as open, fair, and objective as the competitive bid system, and at
567 least three or more bids will be submitted for each project under the selection process.

568 Alternative project delivery contract methods are defined in [49 U.S.C. § 47142](#) and include but are not
569 limited to design-build, progressive design-build, and construction manager at risk (CMAR). These
570 project delivery methods are typically procured using a competitive proposals method.

571 The ARP Field Office must concur with the sponsor’s use of a covered project delivery contract method
572 for an AIP-funded project. The ARP Field Office must be satisfied that the proposed project presents
573 unique complexities that make it incompatible with the sealed bids method preferred in [2 CFR Part 200](#).
574 The ARP Field Office must also verify that the sponsor’s procurement meets the requirements of [2 CFR](#)
575 [Part 200](#).

576 [AC 150/5100-14, Architectural, Engineering, and Planning Consultant Services for Airport Grant Projects](#),
577 provides additional information on alternative project delivery procurement processes.

578 3-4.2.8. FEDERAL CONTRACT PROVISIONS

579 Per [2 CFR Part 200](#), the sponsor must incorporate AIP-required contract clauses and provisions in any
580 contracts for AIP grants. These provisions are developed to comply with statutory and regulatory
581 requirements. See the FAA’s [Federal contract provisions website](#) for current requirements.

582 3-4.2.9. BID ALTERNATES AND ADDITIVES

583 Bid alternates afford sponsors some flexibility in procurement by separating additional work or higher
584 quality materials from the base bid. Sponsors may include bid alternates that fit within their budget after
585 receiving bids; however, if a sponsor intends to include bid alternates in a procurement, the ARP Field
586 Office may review the bid package to ensure the sponsor has clearly established how the award will be
587 made. The ARP Field Office may instead opt to accept sponsor certification.

588 Bidding of both asphalt and concrete options is an example of the use of bid alternates. A sponsor may
589 design and bid both asphalt and concrete alternatives for a project under contract, but normally only the
590 design costs of the selected option may be paid with AIP funds. Design costs of the non-selected option
591 are limited to the lesser of:

- 592 • The difference in the bid schedule amounts between the selected and non-selected low bidders,
593 and
- 594 • The non-selected option design costs.

595 The design contract must clearly delineate the design costs of the two alternatives. However, if the
596 lifecycle analysis selection of the pavement structure is conducted at the conceptual 30 percent design
597 stage, these funding restrictions on design do not apply.

598 3-4.2.10. BID PROTESTS AND APPEALS

599 Per [2 CFR Part 200](#), the sponsor is responsible for handling bid complaints and protests. The ARP Field
600 Office will not substitute its judgment for that of the sponsor unless the bid complaint or protest is
601 primarily a Federal concern. Federal concerns include violation of Federal law or regulations, such as
602 allegations that the sponsor modified project specifications or solicitation packages to include a
603 sponsor's preference. Modification of specifications without receiving an FAA MOS is also a Federal
604 concern.

605 The ARP Field Office must take the following steps relating to bid protests and appeals:

- 606 ▪ **If Protest is Sent Directly to the FAA by the Protester:** The FAA must:
 - 607 ○ Send a copy of the protest to the sponsor per FAA policy;
 - 608 ○ Notify the protester that the protest has been forwarded to the sponsor, and the protester
609 must deal directly with the sponsor; and
 - 610 ○ Request the sponsor send a copy of its protest procedures to the ARP Field Office.
- 611 ▪ **If Protest is Sent to the FAA by the Sponsor:** The sponsor must timely submit the bid protests
612 and a copy of its protest procedures to the ARP Field Office.
- 613 ▪ **Initial ARP Field Office Action:** After receipt of a bid protest and the sponsor's protest
614 procedures, the ARP Field Office's initial review responsibility is limited to a cursory review of
615 the protest to determine if there is a Federal concern and to establish that the sponsor has
616 protest procedures in place.
- 617 ▪ **If Protest is a Federal Concern:** Additional steps when a bid protest is a Federal concern include:
 - 618 ○ The ARP Field Office must notify the sponsor and request the sponsor immediately send a
619 copy of its proposed resolution;
 - 620 ○ The sponsor must send the ARP Field Office a copy of the as-bid specifications and the
621 complete solicitation package, detailing where changes to the FAA standard specification
622 have been made and which aspects of the solicitation are being protested;
 - 623 ○ If the bid protest involves another FAA line of business, such as the FAA's Office of Civil
624 Rights, the ARP Field Office must forward all documentation regarding the protest to the
625 affected office. The ARP Field Office must notify the sponsor of the transfer and that the
626 ARP Field Office will not issue AIP funding until the issue is resolved.

- 627 ○ If the ARP Field Office determines the protest was a result of improper modification of the
628 specifications or an otherwise defective solicitation package, the ARP Field Office must
629 notify the sponsor that additional costs incurred fixing the package and soliciting the project
630 are not eligible for reimbursement.
- 631 ▪ **Cancelation of Prior Approval or Sponsor Certification:** The receipt of a bid protest
632 automatically cancels the ARP Field Office’s approval of the plans and specifications or
633 acceptance of the sponsor’s certification.
- 634 ▪ **AIP Funding Restrictions Pending Resolution:** The ARP Field Office cannot issue AIP funding
635 until it has received the sponsor’s written notification of how the issue was resolved and is
636 satisfied the sponsor resolved the issue and correctly addressed any Federal concerns. By issuing
637 the associated grant, the ARP Field Office documents its determination that the bid protest has
638 been resolved.
- 639 ▪ **Protester Appeals:** Per [2 CFR Part 200](#), a protester may pursue a protest with a Federal agency
640 after exhausting all administrative remedies with the sponsor. The ARP Field Office has the
641 option to respond to the protester but is not required to do so.

642 The ARP Field Office must not issue AIP funding until it is satisfied the sponsor resolved the bid
643 complaint or protest and correctly addressed any Federal concerns. This same guidance is applicable if a
644 protest or appeal is made after the contract is awarded. In that case, the sponsor must not request
645 payments for the disputed costs until the protest or appeal is resolved.

646 3-4.2.11. FORCE ACCOUNT WORK

647 Sponsor force account work is planning, engineering, or construction work performed by the sponsor’s
648 employees without the benefit of a construction or consultant contract obtained through the normal
649 procurement rules in [2 CFR Part 200](#). Force account work is allowable per [2 CFR Part 200](#).

650 Per FAA policy, the sponsor must submit a written request to use force account work, and the ARP Field
651 Office must approve that request in advance of the grant offer. It is in the sponsor’s best interest to
652 obtain ARP Field Office approval prior to the sponsor commencing the force account work to confirm
653 that it is allowable.

654 The sponsor’s written request to use force account work must include the following information:

- 655 ▪ **Project Scope:** Adequate details about the work to be performed using the force account;
- 656 ▪ **Reason for Force Account:** Rationale for completing the work by force account rather than by
657 contract, clearly showing that the benefits, including the benefits to the Federal government of
658 using the force account, override the Federal policy of competitive bidding or negotiated
659 contracts;
- 660 ▪ **Personnel Qualifications:** Information on the ability of sponsor’s personnel to perform the force
661 account work;
- 662 ▪ **Detailed Cost Estimate:** Estimate including wage rates, non-salary expenses, indirect costs, and
663 a comparison of costs between the sponsor’s force account and normal procurement methods;
- 664 ▪ **Sponsor’s Resources:** Information on the sponsor’s resources (labor, material, equipment, and
665 financing) and workload as they affect the sponsor’s capacity to do the work, date by which the
666 work will be complete, or dates within which the work will take place in order to confirm that

667 enough funds are available to the sponsor to carry payrolls and any necessary purchases of
 668 materials and rental equipment; and

- 669 ▪ **Cost Analysis:** Sponsor-prepared cost analysis per [2 CFR Part 200](#) which the ARP Field Office can
 670 use to determine if costs are reasonable.

671 If the ARP Field Office approves the use of force account work, the sponsor must provide detailed
 672 documentation of all force account costs, as outlined in [Table 3-4.1](#). Sponsor Force Account
 673 Documentation Requirements.

674 **TABLE 3-4.1. SPONSOR FORCE ACCOUNT DOCUMENTATION REQUIREMENTS**

Force Account Category	Sponsor Documentation Requirements
Personnel	<ul style="list-style-type: none"> ▪ Sponsors must submit timesheets or a suitable comparable report from an automated payroll accounting system to the ARP Field Office to support salaries and wages. Timesheets must properly document all of the hours worked by the sponsors' employees, whether they were on the AIP project or not. ▪ Sponsors must base their charges upon actual payroll information documented under their agency's generally accepted practice. ▪ Payroll information must be reviewed and approved by the sponsor's responsible official. ▪ Expenses must be directly related to the AIP project. ▪ Arbitrary or prorated costs are not allowable.
Equipment	<ul style="list-style-type: none"> ▪ It is recommended that sponsors use the U.S. Army Corps of Engineers Construction Equipment Ownership and Operating Expense Schedule (EP-1110-1-8) to determine equipment rates. ▪ Purchase price of equipment bought by the sponsor for use on a force account project is not allowable, only the calculated rental and operating rate.
Supplies and Material	<ul style="list-style-type: none"> ▪ All supplies and material must follow the procurement requirements in 2 CFR Part 200, and sponsors must keep records documenting these costs.

675 **3-4.2.12. VALUE ENGINEERING**

676 Per [2 CFR Part 200](#), sponsors are encouraged to use value engineering. Value engineering is defined as
 677 the systematic application of recognized techniques that identify the function of a project or service and
 678 provide the best function reliably at the lowest overall cost.

679 Per FAA policy, new primary airports are required to use value engineering. Further, the ARP Field Office
 680 may require sponsors to use value engineering for unusually complex projects of greater than average
 681 costs.

682 The ARP Field Office must concur in writing with the use of and scope of services for the value
683 engineering prior to the work commencing. Significant advance preparation may be necessary to comply
684 with [AC 150/5300-15, Use of Value Engineering for Engineering and Design of Airport Grant Projects](#).

685 3-4.2.13. CONTRACT OR TASK ORDER EXTENSIONS

686 The sponsor must follow specific requirements to extend a contract for construction or consultant
687 services.

688 3-4.2.13.1. CONTRACT OR TASK ORDER EXTENSIONS FOR CONSTRUCTION SERVICES

689 Per FAA policy, a sponsor cannot extend a contract or task order for construction services beyond a one-
690 year duration without readvertising the contract unless the ARP Field Office concurs with the action. The
691 sponsor must provide compelling justification, and the ARP Field Office must agree that the economic
692 conditions, wage rates, and project costs have remained unchanged.

693 Per FAA policy, the ARP Field Office cannot concur with more than four extensions to the same task
694 order.

695 3-4.2.13.2. CONTRACT OR TASK ORDER EXTENSIONS FOR CONSULTANT SERVICES

696 Per FAA policy, a sponsor cannot extend a contract or task order for consultant services beyond a total
697 overall contract duration of more than five years without readvertising the contract. This policy was
698 established to ensure that competition is not unduly restricted. The ARP Field Office must provide its
699 written approval should the sponsor wish to add additional projects or services to the contract.

700 3-4.2.14. SUSPENSION AND DEBARMENT

701 Suspension and debarment are actions that a Federal agency takes to prohibit a certain person or
702 company from bidding on projects, receiving contracts or grants, or participating in Federally-funded
703 contracts or grants. If a Federal agency suspends or debars a person or company, that suspension or
704 debarment extends to all Federal programs and procurements.

705 The FAA, sponsors, subrecipients, and subcontractors are prohibited from awarding a grant, subgrant, or
706 subcontract to any company or individual that is suspended or debarred. Furthermore, individuals
707 defined as principals in [2 CFR Part 180](#) who are suspended or debarred cannot act as a principal within
708 the airport sponsor, subrecipient, or subcontractor for the related award.

709 If the Federal government suspends or debars a person or company that is working on an AIP-funded
710 project, the sponsor must follow the procedures in [2 CFR Part 180](#) and [2 CFR Part 1200](#). If the sponsor
711 becomes aware that a person or company working on an AIP contract might fall under one of the
712 categories listed in [2 CFR § 180.335](#), the sponsor must pursue its own contractual remedies and may
713 contact the ARP Field Office to share this information. Finally, if the sponsor has suspended or debarred
714 a person or company, it must notify the ARP Field Office.

715 3-4.2.15. PROJECT LABOR AGREEMENTS (PLA)

716 A project labor agreement (PLA) is a pre-hire, collective bargaining agreement with one or more labor
717 organizations that establishes the terms and conditions of employment for a specific construction
718 project. When a sponsor proposes to use a PLA, a sponsor requires contractors or subcontractors
719 engaged in construction on a project to agree to negotiate or become a party to a PLA with one or more
720 appropriate labor organizations for that project.

721 The FAA must review any proposed PLA prior to its use to ensure compliance with current statutory and
722 Federal requirements.

DRAFT



1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30

CHAPTER 4 – GRANT MANAGEMENT PROCESS

TABLE OF CONTENTS

- Chapter 4 – Grant Management Process4-1
- 4-1. Overview4-5
 - 4-1.1. Pre-Grant Readiness4-5
 - 4-1.2. Advancement of Projects in the Airports Capital Improvement Plan (ACIP)4-5
- 4-2. Grant Programming4-6
 - 4-2.1. Preliminary Project Grant applications4-6
 - 4-2.1.1. Airport Sponsor Preliminary Applications4-6
 - 4-2.1.2. State Block Grant Program (SBGP) Programming Information4-7
 - 4-2.1.3. Various Locations Preliminary Applications4-7
 - 4-2.2. Preliminary Project Grant Programming Actions.....4-7
 - 4-2.2.1. Project Evaluation Report and Development Analysis (PERADA)4-8
 - 4-2.3. Requirements That May Be Delayed.....4-8
- 4-3. Grant Application4-9
 - 4-3.1. Final Project Grant Applications4-9
 - 4-3.1.1. Airport Sponsor Applications4-9
 - 4-3.1.2. State Block Grant Program Applications4-9
 - 4-3.1.3. Various Locations Applications4-10
 - 4-3.2. Grant Application Submission.....4-10
 - 4-3.2.1. Application Content4-10
 - 4-3.2.2. Consistency with Programmed Project.....4-12
 - 4-3.2.3. Submission Timing4-12
 - 4-3.3. Grant Application Review4-12
 - 4-3.3.1. Required Grant Approval Determinations4-12
 - 4-3.3.2. Permitted Funds.....4-13
 - 4-3.3.3. Apportionment Use4-14
 - 4-3.3.4. Readiness to Issue Grant Offer4-14
- 4-4. Grant Offer And Execution.....4-14

31 4-4.1. Reservation of Funds4-15

32 4-4.2. Grant Offer Package4-15

33 4-4.3. Special Conditions.....4-16

34 4-4.4. Grant Assurances and Sponsor Certifications.....4-17

35 4-4.5. Issuance and Acceptance of the Grant Offer4-17

36 4-4.5.1. Sponsor Review of the Grant Offer4-18

37 4-4.5.2. Acceptance of the Grant Offer4-18

38 4-4.6. Grant Execution4-19

39 4-5. Grant Oversight.....4-19

40 4-5.1. Overview of Post-Award Oversight.....4-19

41 4-5.2. Risk-Based Oversight.....4-20

42 4-5.3. Grant File Documentation.....4-20

43 4-5.4. Project Conferences.....4-20

44 4-5.5. Construction Management Programs.....4-21

45 4-5.6. Notice To Proceed4-21

46 4-5.7. Inspections.....4-21

47 4-5.8. Planning and Environmental Study Grant Meetings.....4-22

48 4-5.9. Planning and Environmental Project Forecasts4-22

49 4-5.10. Performance Reports4-22

50 4-5.10.1. Non-Construction Projects.....4-22

51 4-5.10.2. Construction Projects.....4-23

52 4-5.11. Annual Reporting of Residential Population Benefits.....4-23

53 4-5.12. Final Inspection.....4-23

54 4-6. Contract Changes, Amendments, And Payments4-23

55 4-6.1. Contract Changes and Cost Reasonableness4-24

56 4-6.1.1. Sponsor Responsibilities for Contract Changes4-24

57 4-6.1.2. ARP Field Office Review of Contract Changes.....4-25

58 4-6.1.3. Buy American Requirement for contract changes4-26

59 4-6.1.4. Errors and Omissions (e&O).....4-26

60 4-6.1.5. Allowable vs Non-allowable Contract Changes4-26

61 4-6.2. Grant Amendments4-27

62 4-6.2.1. Sponsor Request Package and Timing Expectations.....4-28

63 4-6.2.2. Amendment Formats and “What the Sponsor Should Expect”.....4-28

64 4-6.2.3. Using Real Property or Equipment Toward the Sponsor Share4-32

65 4-6.2.4. General Policy4-32

66 4-6.2.5. Donated Land.....4-32

67 4-6.2.6. Previously Acquired Land.....4-33

68 4-6.2.7. Donated Labor, Materials, Equipment, or Services.....4-34

69 4-6.2.8. Credit Calculation and Grant Documentation.....4-34

70 4-6.3. Grant Payments.....4-34

71 4-6.3.1. Cost Eligibility and Timing of Costs4-35

72 4-6.3.2. Payment Authority.....4-35

73 4-6.3.3. Advance Payment Method4-35

74 4-6.3.4. Limitation on Early Payments4-36

75 4-6.3.5. Payment Request Requirements.....4-36

76 4-6.3.6. Reduction or Withholding of Payments.....4-37

77 4-6.3.7. Retainage and Disputed Costs4-37

78 4-6.3.8. Land acquisition payment limitations.....4-38

79 4-6.3.9. Inactive Grant Payment Activity4-38

80 4-6.3.10. Improper Payments4-38

81 4-6.4. Financial Reporting and Record Retention4-38

82 4-6.4.1. Financial Management Systems Requirements.....4-39

83 4-6.4.2. Federal Financial Reporting4-39

84 4-6.4.3. Internal Controls4-39

85 4-6.4.4. Interest Earned on Federal Funds.....4-39

86 4-6.4.5. Record Retention4-40

87 4-6.4.6. Access to Records4-40

88 4-7. Grant Suspension And Termination4-40

89 4-7.1. FAA Remedies for Noncompliance.....4-40

90 4-7.2. Grant Suspension4-41

91 4-7.3. Grant Termination.....4-41

92 4-7.3.1. Termination for Cause.....4-41

93 4-7.3.2. Termination for Convenience.....4-41

94 4-8. Grant Closeout4-42

95 4-8.1. Closeout Triggers.....4-42

96 4-8.2. Period of Performance (POP).....4-42

97 4-8.2.1. Physical Completion.....4-43

98 4-8.2.2. Financial Completion4-44

99 4-8.3. Sponsor Closeout Submittal Responsibilities.....4-44

100 4-8.4. Final Financial Reconciliation.....4-46

101 4-8.5. Final Payment.....4-47

102 4-8.6. Final Project Determination.....4-47

103 4-8.7. Determination of Unused Funds.....4-47

104 4-8.8. Closeout Completion4-47

105 4-9. Post-Close Out Actions.....4-47

106 4-9.1. Record Retention Requirements.....4-48

107 4-9.2. Reopening Closed Grants.....4-48

108 4-9.3. Audit Requirements.....4-48

109 4-9.3.1. Single Audit Requirements4-48

110 4-9.3.2. Additional Audits and Reviews4-49

111 4-9.4. Disposition of AIP-Funded Equipment.....4-49

112 4-9.4.1. Equipment with Fair Market Value (FMV) At or Above Federal Threshold.....4-49

113 4-9.5. Disposition of AIP-Funded Land.....4-49

114 4-9.5.1. Use of Proceeds from Land Disposal4-50

115

116 **LIST OF TABLES**

117 Table 4-3.1. Typical Project Grant Application Documentation4-10

118 Table 4-3.2. Grant Application Package Requirements4-11

119 Table 4-3.3. Grant Approval Determination Requirements4-13

120 Table 4-4.1. Grant Offer Package Requirements4-15

121 Table 4-4.2. Special Conditions in AIP Grants4-16

122 Table 4-4.3. Steps and Requirements for Sponsor Grant Acceptance4-18

123 Table 4-6.1. Contract Change and Amendment Documentation Requirements4-24

124 Table 4-6.2. Allowability of Contract Change Order Costs4-26

125 Table 4-6.3. Allowability of Professional Services Agreement Changes.....4-27

126 Table 4-6.4. Grant Amendment Considerations.....4-28

127 Table 4-6.5. Maximum Grant Amendment Increases4-31

128 Table 4-6.6. Valuation Rule4-33

129 Table 4-8.1. Sponsor Closeout Documentation Requirements.....4-45

130 Table 4-9.1. Disposition of Equipment with Significant Fair Market Value4-49

131

132 **Chapter 4, *Grant Management Process***, addresses the statutory and regulatory requirements governing
 133 the programming, award, and administration of AIP project grants for airport planning and development.

134 The chapter follows the lifecycle of an AIP grant from initial programming through grant closeout and
 135 post-closeout responsibilities. It establishes ARP Field Office and sponsor responsibilities for:

- 136 ▪ Grant programming;
- 137 ▪ Grant application;
- 138 ▪ Grant offer and execution;
- 139 ▪ Grant oversight;
- 140 ▪ Contract changes, amendments, and payments;
- 141 ▪ Grant suspension and termination;
- 142 ▪ Grant closeout; and
- 143 ▪ Post-closeout actions.

144 This chapter builds on the grant prerequisites described in [Chapter 3, *Grant Prerequisites*](#), and provides
 145 the requirements that apply once a project is ready to move toward a grant award.

146 4-1. OVERVIEW

147 [Title 49 U.S.C. § 47104](#) authorizes the Secretary of Transportation to make AIP project grants to
 148 “maintain a safe and efficient nationwide system of public-use airports that meets the present and
 149 future needs of civil aeronautics.” A project grant is defined in [49 U.S.C. § 47102](#) as “a grant of money the
 150 Secretary makes to a sponsor to carry out at least one project.”

151 [Title 49 U.S.C. § 47102](#) defines the term “sponsor” as the public agency or private owner of a public-use
 152 airport that submits an application for financial assistance. [Chapter 1, *Key Principles of the AIP*](#), outlines
 153 the types of sponsors eligible to apply for project grants under 49 U.S.C. Chapters [471](#) and [475](#).
 154 Throughout this Chapter, references to sponsors include all eligible sponsor types unless a provision
 155 specifically identifies a particular sponsor category (for example, State sponsors participating in the State
 156 Block Grant Program or SBGP).

157 4-1.1. PRE-GRANT READINESS

158 Before a grant may be issued, the FAA must confirm that all applicable statutory and regulatory
 159 prerequisites have been satisfied. These prerequisites are established in [Chapter 3](#) and include
 160 requirements related to planning, environmental compliance, civil rights, sponsor capability, and project
 161 eligibility.

162 This section does not restate those requirements but serves as the transition from the completion of
 163 [Chapter 3](#) prerequisites to the grant processes described in this Chapter.

164 4-1.2. ADVANCEMENT OF PROJECTS IN THE AIRPORTS CAPITAL IMPROVEMENT PLAN (ACIP)

165 If a sponsor proposes to advance a project planned for a later fiscal year in the ACIP, the project must be
 166 ready to proceed and capable of meeting all applicable statutory and regulatory requirements, including
 167 the prerequisites identified in [Chapter 3](#) and the applicable project appendix.

168 Advancing a project in the ACIP does not change the requirements for grant issuance. Regardless of
 169 when a project is programmed in the ACIP, a grant may only be issued once the project satisfies all
 170 applicable AIP requirements.

171 Sponsors should coordinate proposed schedule changes with the ARP Field Office to confirm that the
 172 project remains eligible for potential AIP funding and can be accommodated within the current ACIP.

173 Additional information on the development and management of the National Plan of Integrated Airport
 174 Systems (NPIAS) and the ACIP is provided in [FAA Order 5090.5, Formulation of the NPIAS and ACIP](#). That
 175 Order explains how airport development needs are identified, prioritized, and incorporated into the ACIP
 176 for potential AIP funding.

177 4-2. GRANT PROGRAMMING

178 Following submission of a sponsor's request for funding, the FAA evaluates the proposed project and
 179 determines whether it may be programmed for a potential grant award. Grant programming includes
 180 identifying the proposed project in the ACIP, identifying the anticipated funding source, and confirming
 181 that applicable statutory, regulatory, and program requirements have been satisfied before a grant offer
 182 may be issued.

183 While grant programming focuses on initial project preparation, a final project grant application meeting
 184 all statutory and regulatory requirements must be submitted to the ARP Field Office before grant
 185 execution. Details on this final application process, which represents the transition from programming to
 186 final grant award, are provided in [Section 4-3.1, Final Project Grant Applications](#).

187 In limited circumstances, where a requirement is expressly permitted to be completed after grant
 188 execution, the ARP Field Office may proceed with grant execution only when conditions described in
 189 [Section 4-2.3, Requirements That May be Delayed](#), are satisfied.

190 4-2.1. PRELIMINARY PROJECT GRANT APPLICATIONS

191 A sponsor must submit a written request for funding, in accordance with [49 U.S.C. § 47105](#), before the
 192 ARP Field Office may begin preliminary grant programming. Sponsors must:

- 193 ▪ Complete applicable project grant prerequisites, including those identified in [Chapter 3](#) and the
 194 applicable project appendices, prior to the issuance of a grant offer, and
- 195 ▪ Provide sufficient information to support preliminary grant programming, including identification
 196 of the proposed project, anticipated funding sources, and the sponsor's readiness to proceed.

197 Additional requirements for submitting final project grant applications are described in [Section 4-3.1,](#)
 198 [Final Project Grant Applications](#).

199 4-2.1.1. AIRPORT SPONSOR PRELIMINARY APPLICATIONS

200 To initiate preliminary grant programming, the ARP Field Office may accept an airport sponsor's written
 201 notice of intent identifying:

- 202 ▪ The proposed project(s) included in the current ACIP and consistent with the approved Airport
 203 Layout Plan (ALP), when applicable, and
- 204 ▪ The anticipated funding source(s) the sponsor proposes to use for the project.

205 If the sponsor's notification does not provide sufficient information to support preliminary grant
 206 programming, the ARP Field Office may request additional information or a preliminary project grant
 207 application before proceeding further with programming.

208 Projects associated with Letters of Intent (LOIs), Small Airport Letters of Intent (SALOs), or multi-year
209 grant arrangements may proceed with preliminary programming consistent with the terms of the
210 applicable agreement and available funding.

211 4-2.1.2. STATE BLOCK GRANT PROGRAM (SBGP) PROGRAMMING INFORMATION

212 SBGP States provide programming information through their Capital Improvement Plans (CIP) and
213 through coordination with the ARP Field Office in accordance with the [SBGP MOA](#).

214 Each fiscal year, States participating in the SBGP must submit CIPs for covered airports to the appropriate
215 ARP Field Office in accordance with the [SBGP MOA](#). The CIPs identify proposed eligible projects for
216 covered airports and include descriptions of the scope of work for each project (whether single phase or
217 multiple phases), along with the funding types and amounts requested.

218 The ARP Field Office reviews the proposed projects to determine whether they are eligible and justified
219 and whether the planned funding aligns with applicable statutory requirements. Projects that meet
220 these requirements may be included in the FAA's grant management system for programming purposes.

221 SBGP States must coordinate with the ARP Field Office regarding the planned use of funding for the fiscal
222 year and provide sufficient programming information, consistent with the [SBGP MOA](#) and any applicable
223 Federal Register Notice (FRN), to allow the ARP Field Office to evaluate and program proposed projects.

224 4-2.1.3. VARIOUS LOCATIONS PRELIMINARY APPLICATIONS

225 In accordance with [49 U.S.C. § 47105](#), a State may act as the sponsor for an airport development project
226 benefitting one or more airports within its jurisdiction through a "various locations" grant. This approach
227 allows a State to include similar work across multiple airports under a single project grant, provided the
228 airport and funding types are permitted by statute.

229 "Various locations" grants differ from SBGP grants. Under a SBGP grant, the State acts on the FAA's
230 behalf to administer the AIP for nonprimary airports. But under a "various locations" grant, one sponsor
231 receives a single grant covering multiple airports with each airport's project identified separately (*e.g.*,
232 through individual project line items), including the specific scopes of work and associated funding for
233 each location.

234 States may receive available funding sources, including State Apportionment (SA), State Insular (SI),
235 Alaska Supplemental (AS), and nonprimary or cargo entitlements, as applicable, consistent with statutory
236 eligibility requirements.

237 Projects included in a grant for various locations must be consistent with the current ACIP for each
238 airport. Each airport sponsor included in the grant must provide written consent for the State to act as
239 the sponsor.

240 The State must provide sufficient information to support grant programming, including identification of
241 participating airports, project scopes, and associated funding amounts, as coordinated with the ARP
242 Field Office. The State must provide [FAA Form 5100-128, Agreement on State Sponsorship and Airport
243 Sponsor Obligations](#), for each participating airport as part of the complete grant application or confirm
244 that it will be submitted with the complete application.

245 4-2.2. PRELIMINARY PROJECT GRANT PROGRAMMING ACTIONS

246 Preliminary project grant programming may begin after the sponsor has submitted a request for funding
247 in accordance with [Section 4-2.1, Preliminary Project Grant Applications](#), and applicable statutory
248 requirements outlined in [Chapter 3](#).

249 Before proceeding with programming, the project must meet applicable statutory and regulatory
 250 requirements, including the pre-grant readiness requirements described in [Section 4-1.1, Pre-Grant](#)
 251 [Readiness](#), and eligibility and justification requirements described in [Chapter 2, Eligibility & Justification](#),
 252 and the applicable project appendices.

253 When a project grant includes multiple projects, each project must meet applicable eligibility,
 254 justification, and funding requirements.

255 In limited circumstances, certain pre-award requirements may be satisfied after grant execution when
 256 permitted by statute or regulation (see [Section 4-2.3, Requirements That May Be Delayed](#)).

257 4-2.2.1. PROJECT EVALUATION REPORT AND DEVELOPMENT ANALYSIS (PERADA)

258 A Project Evaluation Report and Development Analysis (PERADA) is an optional internal checklist that
 259 may be used by the ARP Field Office to support the evaluation of a proposed project (see [FAA Form](#)
 260 [5100-109, Airport Improvement Program Project Evaluation Review and Development Analysis](#)).

261 Use of a PERADA is not required for all projects and may be applied at the ARP Field Office's discretion. It
 262 is typically used for projects that are complex, high-cost, or high-visibility; involve discretionary funding;
 263 or have unique eligibility or funding considerations. A PERADA documents the evaluation of the
 264 proposed project, including eligibility and justification, funding considerations, planning and
 265 environmental readiness, and other relevant factors.

266 Regardless of whether a PERADA is used, documentation that applicable statutory, regulatory, and grant
 267 requirements have been reviewed before grant programming is maintained in the grant file and may be
 268 in the form of a PERADA or equivalent documentation.

269 Preparation and approval procedures for PERADAs are provided in Airports Standard Operating
 270 Procedure (SOP) 6.00, [FAA Review and Approval of an AIP Grant Application](#).

271 4-2.3. REQUIREMENTS THAT MAY BE DELAYED

272 In general, a grant agreement is not executed until all statutory and regulatory requirements have been
 273 met.

274 In limited circumstances, certain pre-award requirements may be completed after grant execution when
 275 permitted by the statute, regulation, or controlling policy. Prior to grant execution, the ARP Field Office
 276 determines whether the requirement may be completed after award and establishes appropriate
 277 controls to ensure timely completion. When a requirement is permitted to be completed after grant
 278 execution, the grant must include appropriate special conditions that:

- 279 ▪ Identify the requirement;
- 280 ▪ Establish a timeframe for completion; and
- 281 ▪ Limit reimbursement or grant activity until the requirement is satisfied as appropriate.

282 If a requirement cannot be delayed, a grant is not issued until the requirement has been satisfied.
 283 Examples include statutory and regulatory prerequisites to grant approval or requirements necessary to
 284 establish the sponsor's legal authority to carry out the project. [See 49 U.S.C. §§ [47105](#), [47106](#), and
 285 [47107](#); See also 2 CFR Part [180](#) and [1200](#).]

286 Any uncertainty regarding whether a requirement may be delayed must be coordinated with ARP
 287 Headquarters prior to grant execution.

288 4-3. GRANT APPLICATION

289 The grant application process represents the transition from project programming to submission of a
 290 sponsor's final request for Federal funding. Sponsors must submit a final project grant application to the
 291 ARP Field Office that includes sufficient information and documentation to demonstrate that the
 292 proposed project meets statutory and program requirements for AIP funding requirements.

293 The application must demonstrate project eligibility and justification, sponsor capability, compliance
 294 with planning and environmental requirements, and final project scope, costs, and funding sources.
 295 Based on this information, the ARP Field Office evaluates the application to determine whether the
 296 proposed project meets the statutory and program requirements necessary to proceed with grant
 297 issuance as described in [Section 4-4, Grant Offer and Execution](#).

298 4-3.1. FINAL PROJECT GRANT APPLICATIONS

299 Before a grant offer may be issued, the sponsor must submit a final project grant application that meets
 300 all applicable statutory and regulatory requirements to the ARP Field Office.

301 A final project grant application provides the information necessary for the ARP Field Office to determine
 302 that the proposed project satisfies statutory grant approval requirements and that the sponsor is
 303 prepared to accept and carry out the grant. A final application must demonstrate that:

- 304 ▪ The project is included in the ACIP and the NPIAS;
- 305 ▪ The project is consistent with the approved ALP, when applicable;
- 306 ▪ The project is eligible and justified in accordance with [Chapter 2](#) and the applicable project
 307 appendices;
- 308 ▪ The sponsor has the financial capability to carry out the project;
- 309 ▪ The project will be carried out in accordance with Federal procurement requirements; and
- 310 ▪ The sponsor is prepared to comply with all applicable Federal requirements and [grant](#)
 311 [assurances](#).

312 The application must also include the final project scope and cost, typically based on bids, negotiated
 313 agreements, or other acceptable cost documentation, as well as the required certifications and project-
 314 specific documentation identified in this Order.

315 After receiving a complete final project grant application, the ARP Field Office may proceed with
 316 preparation of the grant offer.

317 4-3.1.1. AIRPORT SPONSOR APPLICATIONS

318 Airport sponsors must submit a complete application consistent with this section and applicable
 319 statutory and regulatory requirements.

320 4-3.1.2. STATE BLOCK GRANT PROGRAM APPLICATIONS

321 For projects administered under the SBGP, the State must submit a complete project grant application on
 322 behalf of the covered airport in accordance with the [SBGP MOA](#) and applicable statutory and regulatory
 323 requirements.

324 The State is responsible for ensuring that all applicable requirements are satisfied and that required
 325 documentation and certifications from subaward recipients are obtained and maintained in accordance
 326 with the [SBGP MOA](#).

327 Although the FAA issues the grant to the State, airport sponsors receiving subawards remain responsible
 328 for complying with all applicable AIP requirements.

329 **4-3.1.3. VARIOUS LOCATIONS APPLICATIONS**

330 For “various locations” grants, the sponsor must submit a complete application that demonstrates that
 331 all projects included in the grant meet applicable eligibility, justification, and funding requirements.

332 When a State acts as the sponsor under [49 U.S.C. § 47105](#), the State is responsible for ensuring that all
 333 applicable requirements are satisfied for each airport included in the grant.

334 **4-3.2. GRANT APPLICATION SUBMISSION**

335 Submission of a grant application represents the sponsor’s request for Federal assistance for the
 336 proposed project and must reflect the final scope of work, funding sources, and costs for which Federal
 337 participation is requested.

338 A grant application must be complete before the ARP Field Office may issue a grant offer.

339 **4-3.2.1. APPLICATION CONTENT**

340 The grant application package must include sufficient information and documentation for the ARP Field
 341 Office to evaluate the application and make the grant approval determinations required by statute.

342 These requirements supplement the complete application requirements described in [Section 4-3.1, Final](#)
 343 [Project Grant Applications](#).

344 **TABLE 4-3.1. TYPICAL PROJECT GRANT APPLICATION DOCUMENTATION**

Application Component	Description / Example
Final Project Scope and Costs	Final project scope of work and cost information based on bids, engineer’s estimate, guaranteed maximum price (GMP), other negotiated contract pricing for applicable procurement methods, or other acceptable cost documentation.
Funding Sources	Identification of all funding sources including sponsor match, airport sponsor apportionments, state apportionments, noncompetitive discretionary funds, and other contributions.
Planning and Environmental Documentation	Documentation demonstrating compliance with planning and environmental requirements, including ALP consistency and environmental determinations, as applicable.
Procurement and Documentation	Evidence that procurement was conducted in accordance with applicable Federal requirements.
Sponsor Certifications and Assurances	Applicable sponsor certifications and grant assurances required for the project.

Application Component	Description / Example
Property and Land Documentation	Documentation related to land acquisition, property interests, or release of airport property, when applicable.
Project-Specific Documentation	Additional documentation required for the specific project type as identified in the applicable appendices to this Order.

345 For purposes of [Table 4-3.2](#), “Non-SBGP Sponsor” includes airport sponsors and other eligible sponsors
 346 receiving AIP grants directly from the FAA outside of the SBGP.

347 **TABLE 4-3.2. GRANT APPLICATION PACKAGE REQUIREMENTS**

Application Item	Non-SBGP Sponsor Requirement	SBGP Requirement
Application for Federal Assistance (SF-424)	Required. Sponsors must sign and submit the current version of Standard Form 424 as part of all grant application packages. The signed application is referenced in the grant agreement and must be included in the official grant file.	Required. Submitted by the State as sponsor.
Application for Development Projects (FAA Form 5100-100)	Required for development and equipment projects. FAA Form 5100-100 must be submitted. The form provides supporting grant information including funding sources, cost breakdowns, project narrative, and coordination with airport users. Contingency costs must not be included.	Optional unless requested by the ARP Field Office. The State must collect for subgrants per SBGP MOA .
Application for Planning Projects (FAA Form 5100-101)	Required for planning projects if FAA Form 5100-100 is not used. Sponsors may submit FAA Form 5100-101 .	Optional unless requested by the ARP Field Office. The State must collect for subgrants per SBGP MOA .
Detailed Project Narratives and Cost Breakdowns	Required when requested by the ARP Field Office to support cost reasonableness.	Optional unless requested by the ARP Field Office. The State must collect for subgrants.
Project Sketches	Required when requested by the ARP Field Office. Must show project limits and location.	Optional unless requested by the ARP Field Office. The State must collect for subgrants.
Documentation for Cost Reasonableness	Required. Must support bid or negotiated costs when available.	Required. The State must ensure documentation is available for subgrants.

Application Item	Non-SBGSP Sponsor Requirement	SBGP Requirement
Exhibit A (Property Map)	Required if a current, approved Exhibit A is not on file.	Required if not on file.
Title Documentation / Long-Term Lease	Required when requested by the ARP Field Office to demonstrate land control.	Optional unless requested. The State must collect for subgrants.

348 SBGP States are responsible for ensuring required documentation is collected and maintained for
 349 subgrants in accordance with the [SBGP MOA](#).

350 **4-3.2.2. CONSISTENCY WITH PROGRAMMED PROJECT**

351 The project grant application must be consistent with the project programmed under [Section 4-2, Grant](#)
 352 [Programming](#), including the approved scope of work, funding sources, and project justification.

353 If changes to the programmed project are identified prior to application submission, the sponsor must
 354 coordinate with the ARP Field Office to determine whether the changes remain within the scope of the
 355 programmed project or require additional programming review.

356 **4-3.2.3. SUBMISSION TIMING**

357 Sponsors must submit grant applications sufficiently in advance of the desired grant execution date to
 358 allow for ARP Field Office review, completion of required determinations, and preparation of the grant
 359 offer.

360 Failure to submit a complete application may delay issuance of the grant offer.

361 **4-3.3. GRANT APPLICATION REVIEW**

362 After receiving a complete project grant application, the ARP Field Office reviews the application and
 363 supporting documentation to determine whether the proposed project meets statutory and program
 364 requirements for Federal funding. The ARP Field Office will also compare this information with any
 365 preliminary project grant application received and resolve any inconsistencies with the sponsor.

366 A grant offer is not issued until the required determinations described in this section have been
 367 completed.

368 **4-3.3.1. REQUIRED GRANT APPROVAL DETERMINATIONS**

369 Before issuing a grant offer, the ARP Field Office makes the statutory and program determinations
 370 required for AIP grant approval. These determinations confirm that the proposed project satisfies
 371 applicable statutory, regulatory, and program requirements.

372 [Table 4-3.3, Grant Approval Determination Requirements](#), summarizes the primary review areas and
 373 associated determinations that must be completed before the ARP Field Office may proceed with grant
 374 issuance.

375 **TABLE 4-3.3. GRANT APPROVAL DETERMINATION REQUIREMENTS**

Review Area	Key Determination	Primary Reference
Statutory Eligibility and Approval	The project is <ul style="list-style-type: none"> ▪ In ACIP; ▪ Consistent with the approved ALP (if required); and ▪ Eligible and justified. 	49 U.S.C. § 47106 ; Chapter 2
Sponsor Capability and Compliance	The sponsor <ul style="list-style-type: none"> ▪ Has financial capability, and ▪ Will comply with the grant assurances and Federal requirements. 	49 U.S.C. § 47106 ; Chapter 2
Planning and Environmental	Required planning and environmental requirements are satisfied or approved for delayed completion	Chapter 3 ; Table 4-3.1, Typical Project Grant Application Documentation
Funding and Federal Share	<ul style="list-style-type: none"> ▪ Funding is available and allowable; ▪ Federal and sponsor shares are correct; and ▪ The minimum grant amount is met. 	49 U.S.C. §§ 47109 , 47114 , 47115 , 47116 , and 47117
Allowable Costs & Procurement	<ul style="list-style-type: none"> ▪ Costs are allowable and reasonable, and ▪ Procurement complies with Federal requirements. 	49 U.S.C. § 47110 ; Chapter 3

376 **4-3.3.2. PERMITTED FUNDS**

377 Projects must be funded using AIP funds permitted for the airport and project type in accordance with:

- 378 ▪ [49 U.S.C. § 47114](#) – Apportionments;
- 379 ▪ [49 U.S.C. § 47115](#) – Discretionary Fund;
- 380 ▪ [49 U.S.C. § 47117](#) – Use of Apportioned Amounts; and
- 381 ▪ [49 U.S.C. § 47120](#) – Grant Priority.

382 Proposed funding must align with current fiscal year AIP funding guidance.

383

384 4-3.3.4. APPORTIONMENT USE

385 4-3.3.4.1. SPONSOR SHARED FUNDS

386 Sponsors of primary airports may voluntarily agree to share available primary apportionment funds with
387 other public-use airports owned by the sponsor in accordance with [49 U.S.C. § 47117](#).

388 Sharing allows apportionment funds to be made available for eligible projects at another sponsor-owned
389 airport when the sponsor determines the funds cannot be efficiently used at the sponsor's airport during
390 the fiscal year.

391 Sponsors should note that once apportionment funds are shared and made available to another airport,
392 those funds are no longer reserved for the originating airport.

393 The ARP Field Office coordinates and documents any sharing of apportionments to ensure compliance
394 with statutory funding requirements and programming controls.

395 4-3.3.4.2. TRANSFER OF APPORTIONMENT FUNDS

396 Under [49 U.S.C. § 47117](#), a sponsor may waive its claim to all or a portion of its airport's apportionment
397 funds, allowing those funds to be made available for eligible projects at other public-use airports in the
398 same state or geographic area, consistent with statutory requirements.

399 The only eligible apportionments that may be transferred are primary, nonprimary commercial service,
400 cargo, and general aviation airport apportionments, as applicable.

401 A sponsor may identify a preferred recipient airport; however, any transfer must comply with statutory
402 eligibility requirements, including geographic limitations. The FAA retains decision authority regarding
403 the approval of the transfer and the airport that will receive the funds.

404 Transfers must be documented using [FAA Form 5100-110, Agreement for Transfer of Entitlements](#), in
405 accordance with applicable program procedures.

406 Transfer of apportionment funds does not, by itself, create [grant assurance](#) obligations. [Grant assurances](#)
407 apply only to the sponsor that accepts a grant using the transferred funds.

408 Sponsors should note that once apportionment funds are waived and made available to another airport,
409 those funds are no longer reserved for the originating airport. A sponsor that waives apportionments
410 should not assume the funds will be returned for future use unless a subsequent transfer is voluntarily
411 arranged.

412 For airports participating in the SBGP, the SBGP State must maintain documentation of any sponsor
413 request to waive or transfer apportionments using [FAA Form 5100-110](#) in accordance with the [SBGP](#)
414 [MOA](#).

415 4-3.3.5. READINESS TO ISSUE GRANT OFFER

416 After the ARP Field Office completes the reviews and determinations described in this section, the ARP
417 Field Office may proceed with preparation of the grant offer described in [Section 4-4, Grant Offer and](#)
418 [Execution](#).

419 4-4. GRANT OFFER AND EXECUTION

420 After completing the required statutory and program determinations described in [Section 4-3.3, Grant](#)
421 [Application Review](#), the ARP Field Office issues the grant offer to the sponsor.

422 The grant offer formally communicates the FAA’s intent to provide AIP funding for the approved project
 423 and establishes the terms and conditions under which the sponsor may accept the funding.

424 The grant offer:

- 425 ▪ Identifies the approved project scope and associated costs;
- 426 ▪ Specifies the amount of Federal participation and funding sources;
- 427 ▪ Establishes the sponsor’s obligations and applicable [grant assurances](#); and
- 428 ▪ Provides the terms and conditions that govern the project.

429 A grant offer is issued only after the reviews and determinations described in [Section 4-3.3, Grant](#)
 430 [Application Review](#), have been completed.

431 In certain circumstances, congressional notification may be required prior to issuance of a grant offer.
 432 When congressional notification is required, the grant offer is not issued until the notification process
 433 has been completed in accordance with applicable statutory requirements and Department of
 434 Transportation (DOT) policy.

435 **4-4.1. RESERVATION OF FUNDS**

436 Before issuing a grant offer, the ARP Field Office confirms that funds are available and properly
 437 programmed for the project.

438 This includes verifying:

- 439 ▪ Funding availability and eligibility;
- 440 ▪ Correct funding type and amount;
- 441 ▪ Federal share calculations; and
- 442 ▪ Compliance with applicable funding limitations.

443 **4-4.2. GRANT OFFER PACKAGE**

444 The ARP Field Office prepares a grant offer package that clearly defines the project, funding, and
 445 obligations of the sponsor.

446 The grant agreement is the legally binding instrument between the FAA and the sponsor. The
 447 components listed below are either included in or incorporated into the grant agreement and collectively
 448 establish the terms and conditions of the grant.

449 **TABLE 4-4.1. GRANT OFFER PACKAGE REQUIREMENTS**

Component	Requirement
Grant Agreement	A fully signed and executed agreement between the FAA and the sponsor identifying the project, funding, and obligations is a legally binding agreement.
Project Description	Must clearly describe the usable unit of work and match the approved application.
Funding Amount and Federal Share	Must identify the total eligible cost and Federal share.

Component	Requirement
Grant Assurances	Must include the applicable sponsor grant assurances required by 49 U.S.C. § 47107 .
Special Conditions	Added when necessary to address project-specific or compliance issues.
Sponsor Certifications	Required certifications applicable to the project type, if not already submitted by the airport sponsor with the grant application. Certifications are maintained in the grant file and are not required to be reattached to the grant offer.
Period of Performance	Must identify the time allowed for project completion.
Advisory Circular (AC) References	Identification of applicable FAA Advisory Circulars governing project design, construction, and equipment standards, as incorporated by reference in the grant agreement or project specifications.

450 **4-4.3. SPECIAL CONDITIONS**

451 The FAA may include special conditions in an AIP grant to address project-specific requirements, sponsor
 452 circumstances, or unique situations.

453 Special conditions establish additional actions the sponsor must complete as part of accepting and
 454 administering grant. These conditions are included in the grant agreement, are legally binding upon
 455 acceptance, and may affect eligibility, reimbursement, or project implementation until satisfied.

456 **TABLE 4-4.2. SPECIAL CONDITIONS IN AIP GRANTS**

When Used (Trigger)	Purpose	Sponsor Action Required
Requirement not complete at time of grant (e.g., environmental, land, approvals)	Allows grant issuance while ensuring compliance before reimbursement or project progression.	Complete requirement within specified timeframe; submit required documentation before reimbursement or construction.
Project includes eligibility or cost uncertainty	Protects Federal funds and ensures only allowable costs are reimbursed.	Provide supporting justification and documentation; comply with any reimbursement restrictions.
Procurement or contract risk identified	Ensures compliance with Federal procurement requirements.	Obtain FAA concurrence or provide required procurement documentation before proceeding.

When Used (Trigger)	Purpose	Sponsor Action Required
Unique project scope or complexity	Addresses technical, environmental, or operational risks.	Comply with additional project-specific requirements or sequencing conditions.
Sponsor-specific risk (e.g., experience, oversight level)	Mitigates risk and ensure proper grant administration.	Provide enhanced reporting, oversight coordination, or certifications.
Statutory or program-specific requirement	Ensures compliance with law or policy.	Meet specific statutory / program conditions.

457 4-4.4. GRANT ASSURANCES AND SPONSOR CERTIFICATIONS

458 [Grant assurances](#) and sponsor certifications establish the legal and administrative obligations a sponsor
459 accepts when receiving AIP funding.

460 Airport sponsors must comply with the [Airport Sponsor Grant Assurances](#) required by [49 U.S.C. § 47107](#)
461 and other applicable statutory and regulatory requirements. [Grant assurances](#) are incorporated by
462 reference into the grant agreement, become legally binding upon grant acceptance, and establish
463 obligations that may extend beyond the period of performance of the grant.

464 The FAA identifies the applicable set of [grant assurances](#) for each grant (Airport Sponsors, Non-Airport
465 Sponsors Undertaking Noise Compatibility Program Projects, Planning Agency Sponsors, or Aviation State
466 Block Grant Program) based on the sponsor type, project type, and funding type prior to issuance of the
467 grant offer.

468 [Grant assurances](#) and certifications establish baseline sponsor obligations. Additional project-specific
469 requirements may be included through special grant conditions in accordance with [Section 4-4.3, Special](#)
470 [Conditions](#).

471 [Grant assurances](#) are incorporated into each AIP grant agreement pursuant to [49 U.S.C. § 47107](#) and
472 establish the sponsor's ongoing obligations related to the operation, maintenance, and management of
473 the airport. The applicability and duration of [grant assurances](#) vary depending on the type of project and
474 are defined in the grant agreement and applicable statutory requirements.

475 In addition to [grant assurances](#), sponsors must submit required certifications as part of the grant offer
476 process pursuant to [49 U.S.C. § 47105](#). These certifications confirm compliance with Federal
477 requirements applicable to the grant and are conditions of grant execution.

478 4-4.5. ISSUANCE AND ACCEPTANCE OF THE GRANT OFFER

479 After the grant offer has been prepared, the ARP Field Office issues the grant offer to the sponsor for
480 review and acceptance.

481 Issuance of the grant offer represents the FAA's offer of Federal funding for the project, subject to the
482 terms and conditions contained in the grant agreement.

483 The grant offer is issued only after the required reviews and determinations described in [Sections 4-3.3,](#)
484 [Grant Application Review](#), through [Section 4-4.4, Grant Assurances and Sponsor Certifications](#), have been
485 completed.

486 4-4.5.1. SPONSOR REVIEW OF THE GRANT OFFER

487 Upon receipt of the grant offer, the sponsor must review the grant agreement and associated documents
 488 to confirm the sponsor understands and agrees to:

- 489 ▪ The project scope and funding;
- 490 ▪ [Grant assurances](#) and applicable certifications submitted as part of the application;
- 491 ▪ Any special grant conditions; and
- 492 ▪ The period of performance and reporting requirements.

493 Acceptance of the grant offer indicates the sponsor’s agreement to comply with all terms and conditions
 494 of the award.

495 4-4.5.2. ACCEPTANCE OF THE GRANT OFFER

496 The sponsor must accept the grant offer by signing the grant agreement and returning it to the ARP Field
 497 Office within the timeframe specified in the grant offer. The sponsor and the sponsor’s attorney must
 498 complete all required signatures within this timeframe.

499 Failure to accept the grant offer within the specified timeframe may result in withdrawal of the offer and
 500 reallocation of the funds.

501 **TABLE 4-4.3. STEPS AND REQUIREMENTS FOR SPONSOR GRANT ACCEPTANCE**

Requirement	Description
Grant agreement may not be altered	The sponsor must not alter the grant agreement. Changes to the grant agreement may only be made through a grant amendment issued by the ARP Field Office.
Sponsor signature (electronic preferred)	The sponsor must sign the grant agreement in the designated sponsor signature location. Electronic signatures are the standard method of execution and are acceptable unless otherwise specified in the grant offer.
Ink signature (when required)	Ink (wet) signatures are required only in limited circumstances, such as grants involving land acquisition or other legally recorded property interests, when notarized signatures are required by local jurisdictional or recording requirements, or when otherwise specified in the grant offer.
Notary requirement (if applicable)	If a notarized signature is required, the sponsor must ensure the grant agreement is executed with a notary at the time of signature, including all required seals or stamps, in accordance with applicable local recording requirements.

Requirement	Description
Advance identification of notarization requirements	If notarized signatures are required (e.g., for land or easement recording), the sponsor must identify this requirement in the application or supplemental documentation so the ARP Field Office can prepare the grant offer accordingly.
Attorney certification	The sponsor’s attorney must sign the grant agreement after the sponsor. The attorney’s signature date must be on or after the date of the sponsor’s signature and within the timeframe specified in the grant offer.
Distribution of executed grant	For grant agreements executed using ink (wet) signatures, the sponsor must retain one executed copy for its records and return the remaining executed copies to the ARP Field Office by the date specified in the grant offer. For electronically executed grant agreements, distribution of the fully executed grant is completed through the electronic signature system, and no additional copies are required to be returned.

502 **4-4.6. GRANT EXECUTION**

503 A grant agreement is executed when all required parties have signed it in the following order:

- 504 ▪ FAA;
- 505 ▪ Sponsor; and
- 506 ▪ Sponsor’s attorney.

507 The execution date of the grant agreement is the date the last required party signs the agreement. This
 508 date establishes the effective date of the grant and, unless otherwise specified in the agreement, marks
 509 the beginning of the Period of Performance (PoP).

510 Following execution, the FAA records grant action in its financial management systems. The system-
 511 recorded obligation date, often referred to as the Purchase Order (PO) Date, reflects when the
 512 transaction is recorded for financial and accounting purposes. The obligation date does not determine
 513 the execution date of the grant agreement and does not alter the PoP established in the grant
 514 agreement.

515 **4-5. GRANT OVERSIGHT**

516 [Title 49 U.S.C. § 47107](#) requires the FAA to prescribe sponsor requirements necessary to ensure sponsor
 517 compliance with the [grant assurances](#) described in [49 U.S.C. § 47107](#) and discussed in [Section 4-4.4,](#)
 518 [Grant Assurances and Sponsor Certifications](#).

519 **4-5.1. OVERVIEW OF POST-AWARD OVERSIGHT**

520 After execution of a grant agreement, the sponsor is responsible for carrying out the project in
 521 accordance with the grant agreement, applicable statutes, regulations, and [grant assurances](#). The ARP
 522 Field Office provides oversight to ensure compliance with these requirements.

523 ARP Field Office involvement in AIP projects is limited to the level of oversight necessary to protect the
524 Federal interest, consistent with the Federal Grant and Cooperative Agreement Act of 1977 (31 U.S.C. §§
525 [6304-6305](#)), while allowing the sponsor to manage and administer the project.

526 Oversight activities during the period of performance include monitoring project progress, reviewing
527 compliance with Federal requirements, documenting key determinations in the grant file, and verifying
528 that Federal funds are used only for eligible and allowable project costs.

529 4-5.2. RISK-BASED OVERSIGHT

530 The FAA has implemented a risk-based oversight system to minimize the risk of misuse of AIP funds by
531 sponsors. This risk model uses a tiered ranking system to assign a risk level to each sponsor.

532 The risk level assigned to a sponsor determines the level of ARP Field Office grant management and
533 oversight during the PoP.

534 Detailed information procedures and tools supporting risk models are provided in the FAA's [AIP Grant](#)
535 [Oversight Risk Model Policy](#).

536 4-5.3. GRANT FILE DOCUMENTATION

537 The ARP Field Office maintains a grant file documenting key decisions, approvals, and determinations
538 made throughout the life of the grant.

539 The grant file must contain documentation sufficient to support the FAA's determinations related to the
540 grant. In many cases, issuance of the grant reflects the FAA's determination that applicable statutory and
541 regulatory requirements have been satisfied.

542 The grant file should include documentation supporting, as applicable:

- 543 ▪ Eligibility and justification determinations;
- 544 ▪ Federal share determinations;
- 545 ▪ Cost reasonableness determinations;
- 546 ▪ Environmental and planning approvals; and
- 547 ▪ Compliance monitoring and oversight actions.

548 Documentation may include the grant application, supporting analyses, environmental and planning
549 documentation, internal FAA review materials, and other records necessary to demonstrate that the
550 project meets applicable requirements.

551 When a written FAA determination is required by this Order or other FAA policy, the determination
552 should be retained in the grant file or referenced in a manner that allows it to be readily retrieved.

553 4-5.4. PROJECT CONFERENCES

554 Project conferences may be conducted at key milestones to support coordination and compliance with
555 AIP requirements. These conferences may include predesign, prebid, preconstruction, and construction
556 progress meetings.

557 The ARP Field Office may participate in these conferences, as appropriate.

558 Guidance for conducting project conferences is provided in [AC 150/5370-12, Quality Management for](#)
559 [Federally Funded Airport Construction Projects](#).

560 4-5.5. CONSTRUCTION MANAGEMENT PROGRAMS

561 The FAA requires sponsors to implement a Construction Management Program (CMP) for certain airport
562 development projects to ensure quality control and compliance with applicable construction standards.

563 CMP requirements apply to pavement construction projects that meet applicable thresholds or criteria
564 established in current FAA policy and the applicable AC, including [AC 150/5370-12, Quality Management
565 for Federally Funded Airport Construction Projects](#).

566 When required, the CMP must be submitted to the ARP Field Office prior to the start of construction.

567 The CMP must address, at a minimum:

- 568 ▪ Quality control and quality assurance procedures;
- 569 ▪ Inspection and testing requirements;
- 570 ▪ Roles and responsibilities of project personnel; and
- 571 ▪ Procedures for documenting and resolving nonconforming work.

572 Upon completion of construction for projects requiring a CMP, the sponsor must submit a summary of
573 quality assurance test results, including the disposition of any nonconforming test results, to the ARP
574 Field Office.

575 The ARP Field Office may require a CMP for projects that do not meet standard thresholds when
576 warranted by project complexity or risk and may review the CMP and provide comments as appropriate.
577 CMP documentation, test result summaries, and related correspondence are maintained in the grant file.

578 4-5.6. NOTICE TO PROCEED

579 Once all contract documents have been executed, the sponsor will issue a notice to proceed (NTP) to the
580 contractor. The sponsor must send a copy of the NTP to the ARP Field Office upon request.

581 4-5.7. INSPECTIONS

582 The sponsor is responsible for construction inspection and must document project progress and
583 inspection activities throughout the construction period. Guidance on construction inspection and
584 documentation practices is provided in [AC 150/5370-12, Quality Management for Federally Funded
585 Airport Construction Projects](#).

586 The sponsor must maintain construction progress and inspection records that provide, at a minimum:

- 587 ▪ Status of construction activities;
- 588 ▪ Results of inspections and testing;
- 589 ▪ Identification of any problems, delays, or adverse conditions; and
- 590 ▪ Actions taken to address identified issues.

591 Sponsors must use [FAA Form 5370-1, Construction Progress and Inspection Report](#), or an equivalent
592 format that captures the required information.

593 The sponsor must submit inspection reports to the ARP Field Office when requested. The ARP Field
594 Office will determine the reporting frequency based on project complexity and risk, generally no less
595 than quarterly during construction, unless otherwise requested.

596 The ARP Field Office may conduct periodic worksite inspections to monitor project progress and
597 compliance with applicable requirements.

598 4-5.8. PLANNING AND ENVIRONMENTAL STUDY GRANT MEETINGS

599 Sponsors are often required to conduct meetings in association with planning and environmental study
600 grants. ARP Field Office attendance at these meetings is optional, unless attendance is required by FAA
601 Order or other FAA policy.

602 For example, [FAA Order 1050.1](#), [FAA National Environmental Policy Act Implementing Procedures](#),
603 requires the ARP Field Office to organize and lead meetings associated with Environmental Impact
604 Statements (EIS).

605 Specific requirements for planning and environmental study grant meetings are provided in the following
606 guidance:

- 607 ▪ [FAA Order 1050.1](#);
- 608 ▪ [AC 150/5070-7, The Airport System Planning Process](#); and
- 609 ▪ [AC 150/5070-6, Airport Master Plans](#).

610 4-5.9. PLANNING AND ENVIRONMENTAL PROJECT FORECASTS

611 For planning and environmental projects that require aviation activity forecasts, the sponsor must
612 develop and submit forecasts in accordance with applicable FAA policy and guidance.

613 The ARP Field Office reviews and approves forecasts prior to their use in support of AIP-funded projects.
614 Forecast approval supports project justification, environmental analysis, and development of airport
615 design standards.

616 Forecast approval authority remains with the ARP Field Office and is not delegated through sponsor
617 certifications.

618 4-5.10. PERFORMANCE REPORTS

619 In accordance with [2 CFR Part 200](#), recipients of Federal awards must submit periodic performance
620 reports to monitor progress toward project objectives. Performance reports for AIP projects document
621 project progress, schedule, and significant developments and are separate from the [SF-425, Federal](#)
622 [Financial Report](#).

623 Performance reporting frequency is established by the ARP Field Office and must be no more frequent
624 than quarterly and no less frequent than annually, consistent with [2 CFR Part 200](#). The ARP Field Office
625 may require more frequent performance reporting based on an analysis of the sponsor's risk
626 assessment, history of compliance with the terms and conditions of Federal awards, ability to meet
627 expected performance goals, and financial capability to perform the Federal award.

628 When significant developments occur that may impact the project between reporting periods, the
629 sponsor must notify the ARP Field Office.

630 The ARP Field Office may require additional documentation or reporting, as appropriate. A final
631 performance report must be submitted at project completion in accordance with applicable closeout
632 requirements.

633 4-5.10.1. NON-CONSTRUCTION PROJECTS

634 For planning and other non-construction grants:

- 635 ▪ Sponsors must submit [FAA Form 5100-140, Performance Report](#), at least annually and no more
636 than quarterly until the project is complete;

- 637 ▪ The ARP Field Office may require more frequent reporting based on project complexity,
638 schedule, or risk; and
- 639 ▪ Each performance report must be submitted within 90 days after the end of the reporting period
640 if the report is submitted annually and must be submitted within 30 days after the end of the
641 reporting period if the report is submitted quarterly.

642 Guidance on ARP Field Office review procedures is provided in the [ARP Grant Payment and Sponsor](#)
643 [Financial Reporting Policy](#).

644 4-5.10.2. CONSTRUCTION PROJECTS

645 For construction projects, the FAA has determined that [FAA Form 5370-1, Construction Progress and](#)
646 [Inspection Report](#), satisfies the performance reporting requirements of [2 CFR Part 200](#).

- 647 ▪ Sponsors must submit [FAA Form 5370-1](#) to the ARP Field Office at least quarterly until
648 construction is complete;
- 649 ▪ Reports must be submitted within 30 days after the end of each quarter; and
- 650 ▪ The report must include percentage-of-completion information. If omitted, the ARP Field Office
651 must require resubmittal.

652 Additional information on [FAA Form 5370-1](#) is available on [AC 150/5370-12, Quality Management for](#)
653 [Federally Funded Airport Construction Projects](#).

654 4-5.11. ANNUAL REPORTING OF RESIDENTIAL POPULATION BENEFITS

655 ARP Headquarters compiles annual reporting on residents and students benefitting from noise
656 compatibility projects, with assistance from the ARP Field Office.

657 Sponsors may also be required to submit project specific reports as a condition of the grant agreement,
658 such as annual noise reporting or other performance-related reporting associated with the funded
659 project.

660 4-5.12. FINAL INSPECTION

661 For construction projects, the sponsor provides the ARP Field Office with documentation confirming that
662 the project was completed in accordance with the terms and conditions of the contract(s).

663 The ARP Field Office may attend the final inspection; however, the sponsor remains responsible for
664 ensuring that the project is completed in accordance with the approved plans, specifications, and
665 contract requirements, as documented in the sponsor's Construction Project Final Acceptance
666 certification.
667

668 4-6. CONTRACT CHANGES, AMENDMENTS, AND PAYMENTS

669 After a grant is executed, projects frequently require adjustments to scope, schedule, funding, or costs
670 as work progresses. These adjustments may occur through contract changes, grant amendments, or
671 payment actions. Each of these actions must be managed in a manner that protects the Federal interest
672 and ensures continued compliance with Federal statutes, regulations, and the grant agreement.

673 Contract changes occur at the sponsor level during project implementation and may affect project scope,
674 cost, or schedule. When contract changes affect the Federal share, project scope, or other grant

675 requirements, the sponsor must request a grant amendment before the FAA can reimburse associated
 676 costs.

677 Grant amendments are the formal mechanism used to modify an executed grant agreement.
 678 Amendments may be required to adjust funding amounts, revise the scope of work, extend the period of
 679 performance, or address other changes necessary for successful project completion.

680 Payments are made only for allowable costs incurred in accordance with the grant agreement and
 681 Federal requirements. Payment actions must reflect approved contract changes and executed grant
 682 amendments, as applicable.

683 **4-6.1. CONTRACT CHANGES AND COST REASONABLENESS**

684 Sponsors may modify contracts during project implementation through change orders, supplemental
 685 agreements, and contract modifications. Because these actions affect project costs and Federal
 686 participation, FAA oversight is required.

687 Under [2 CFR Part 200](#) and [49 U.S.C. § 47110](#), project costs included in an AIP grant are allowable,
 688 reasonable, and necessary.

689 Contract changes may include:

- 690 ▪ Construction change orders;
- 691 ▪ Supplemental agreements;
- 692 ▪ Equipment contract modifications; and
- 693 ▪ Professional services agreement modifications.

694 Guidance on contract modifications is available in:

- 695 ▪ [AC 150/5370-10, Standard Specifications for Construction of Airports](#);
- 696 ▪ [AC 150/5100-14, Architectural, Engineering, and Planning Consultant Services for Airport Grant](#)
 697 [Projects](#); and
- 698 ▪ [Airports SOP 7.0, AIP Construction Project Change Orders](#).

699 **4-6.1.1. SPONSOR RESPONSIBILITIES FOR CONTRACT CHANGES**

700 Sponsors are responsible for managing contract changes during project implementation and ensuring
 701 that costs remain reasonable and consistent with Federal requirements. Guidance on Sponsor action
 702 procedures is provided in [Table 4-6.1, Contract Change and Amendment Documentation Requirements](#).

703 **TABLE 4-6.1. CONTRACT CHANGE AND AMENDMENT DOCUMENTATION REQUIREMENTS**

When this occurs	Required Documentation or Action	FAA Review Outcome
A contract change order, supplemental agreement, or contract modification is executed	The sponsor must: <ul style="list-style-type: none"> ▪ Perform a cost or price analysis consistent with 2 CFR Part 200. ▪ Notify the ARP Field Office when the change affects project scope. ▪ Provide, upon request: 	The ARP Field Office may review the documentation and conduct a pre-award or post-award review to assess cost reasonableness and compliance.

When this occurs	Required Documentation or Action	FAA Review Outcome
	<ul style="list-style-type: none"> ○ Change order or modification document; ○ Written justification for the change; ○ Sponsor certification that cost analysis was performed and that the sponsor recommends FAA accept the certification as evidence of cost reasonableness; and / or ○ Any additional supporting documentation requested by the ARP Field Office. 	
<p>A sponsor requests a grant amendment</p>	<ul style="list-style-type: none"> ▪ The sponsor must submit documentation demonstrating that a cost analysis has been completed for all contract changes, including: <ul style="list-style-type: none"> ○ All change orders, supplemental agreements, and contract modifications; ○ Written justification for cost changes; ○ Sponsor certification of cost analysis; and / or ○ Any additional supporting documentation requested by the ARP Field Office. 	<p>By executing the grant amendment, the ARP Field Office documents the project costs meet applicable Federal requirements.</p>
<p>A sponsor submits a grant closeout package</p>	<ul style="list-style-type: none"> ▪ The sponsor must certify that a cost analysis has been completed for all change orders, supplemental agreements, and contract modifications. ▪ The sponsor must submit supporting documentation upon request. 	<p>By signing the FAA Final Project Report, the ARP Field Office documents that final project costs meet Federal requirements.</p>

704 4-6.1.2. ARP FIELD OFFICE REVIEW OF CONTRACT CHANGES

705 The ARP Field Office may conduct pre-award or post-award reviews of the contract changes to evaluate
 706 cost reasonableness and compliance with Federal requirements.

707 Sponsors are not required to obtain prior FAA approval for most contract changes. However, proceeding
 708 without review is at the sponsor’s risk. The FAA may subsequently determine that costs associated with a
 709 contract change are ineligible for reimbursement.

710 ARP Field Office review outcome is provided in [Table 4-6.1, Contract Change and Amendment](#)
 711 [Documentation Requirements](#).

712 **4-6.1.3. BUY AMERICAN REQUIREMENT FOR CONTRACT CHANGES**

713 If a change order includes steel or manufactured products that are not 100% domestic, the sponsor must
 714 obtain a [Buy American](#) review from the ARP Field Office prior to proceeding.

715 **4-6.1.4. ERRORS AND OMISSIONS (E&O)**

716 Costs associated with correcting design errors or omissions, including redesign, rework, or construction
 717 modifications required solely to address the error or omission, are not allowable project costs and not
 718 eligible for AIP reimbursement.

719 However, costs for construction work that would have been required to complete the project, regardless
 720 of the error or omission, may be considered allowable, provided such costs are otherwise eligible and
 721 necessary for project completion.

722 Costs associated with redesign or additional work resulting from differing site conditions that could not
 723 have been reasonably identified during the initial site investigation are not considered errors or
 724 omissions. These costs may be allowable, provided such costs are otherwise eligible and necessary for
 725 project completion.

726 **4-6.1.5. ALLOWABLE VS NON-ALLOWABLE CONTRACT CHANGES**

727 The ARP Field Office may determine that certain contract changes are allowable when supported by
 728 appropriate documentation.

729 Examples that may be allowable include:

- 730 ▪ Quantity revisions;
- 731 ▪ Differing site conditions or materials not found during the site investigation; and
- 732 ▪ Non-competitive bid environment redesign.

733 Contract changes that are not allowable include:

- 734 ▪ Work outside grant scope without amendment;
- 735 ▪ Redesign due to deficient specifications; and
- 736 ▪ Consultant errors.

737 **TABLE 4-6.2. ALLOWABILITY OF CONTRACT CHANGE ORDER COSTS**

Type of Change	Allowability Guidance	Notes
Quantity revisions to reflect actual quantities used	Allowable increase or decrease in construction cost.	Normal quantity adjustment.
Differing site conditions not identified during site investigation	Allowable at ARP Field Office’s option.	Must be properly documented.

Type of Change	Allowability Guidance	Notes
Removal of subsurface materials shown in borings	Construction costs may be allowable; redesign costs are not allowable.	Design oversight does not justify redesign costs.
Terminal building changes using original pro-ration	The ARP Field Office must determine that the initial proration is valid for the work included in the change order before change order is approved.	Federal participation must reflect actual cost data.
Construction work outside the grant description	Not allowable unless the project scope is formally revised.	Requires coordination to add work to the project.

738

739 **TABLE 4-6.3. ALLOWABILITY OF PROFESSIONAL SERVICES AGREEMENT CHANGES**

Type of Change	Allowability Guidance	Notes
Rebid due to bid protest upheld by FAA	Not allowable.	Costs result from a procurement issue.
Redesign due to deficient specifications	Not allowable.	Includes failure to follow FAA standards.
Rebid due to non-competitive bids or high bids beyond sponsor control	May be allowable.	Must demonstrate the sponsor did not cause the condition.
Redesign to address differing site conditions or materials not found during the site investigation	May be allowable.	
Redesign to address the removal of subsurface materials shown in the soil borings taking during the site investigation	Not allowable.	Even though this work must be accomplished to complete the project, this represents a design oversight.
Add work outside grant scope	Not allowable unless scope is formally revised.	Requires coordination to add work.

740 4-6.2. GRANT AMENDMENTS

741 [Title 49 U.S.C. § 47108](#) allows the ARP Field Office to amend a grant after it has been issued.
 742 Amendments must meet the policy considerations in [Table 4-6.4, Grant Amendment Considerations](#), and
 743 remain within statutory limits ([see Table 4-6.5, Maximum Grant Amendment Increases](#)).

744 Sponsors should plan for grant amendments primarily to:

- 745 ▪ Reconcile final costs at closeout;
- 746 ▪ Correct specific errors (*e.g.*, incorrect Federal share); and/or
- 747 ▪ Address closely related changes that arise during project execution.

748 The ARP Field Office may amend a grant more than once and at times other than closeout when
 749 justified.

750 **4-6.2.1. SPONSOR REQUEST PACKAGE AND TIMING EXPECTATIONS**

751 When an amendment is needed, the sponsor should coordinate with the ARP Field Office as early as
 752 possible and provide documentation proportionate to the change. As a general rule, when the
 753 amendment increases the grant amount or modifies/adds/substitutes scope, the sponsor should submit
 754 a written amendment request that documents the change, cost impacts, and justification.

755 If a change affects project scope or reimbursable costs, the amendment generally must be issued before
 756 the affected work begins to avoid the risk of improper payment.

757 **4-6.2.2. AMENDMENT FORMATS AND “WHAT THE SPONSOR SHOULD EXPECT”**

758 The ARP Field Office selects the amendment format appropriate to the type, complexity, and impact of
 759 the proposed change. Amendment formats are generated through the automated AIP system using
 760 standard templates.

761 Amendments may be issued as either bilateral amendments requiring sponsor acceptance or unilateral
 762 (administrative or letter) amendments that do not require sponsor signature. The ARP Field Office will
 763 determine the appropriate amendment format based on the nature of the change and applicable policy.

764 **TABLE 4-6.4. GRANT AMENDMENT CONSIDERATIONS**

Amendment Purpose	Sponsor should provide / do	ARP Field Office will consider / require
Increase or decrease project amount (no description change)	<p>For increases: submit a written request documenting the increase and justification.</p> <p>For decreases: submit a written request documenting the decrease and justification.</p>	<p>Determines if the amendment is advantageous to the Federal government.</p> <p>Confirms Chapter 2 requirements remain satisfied.</p> <p>Verifies the increase stays within statutory limits (see Table 4-6.5). Planning grants cannot be increased.</p> <p>Decrease a grant, when appropriate, with proper</p>

Amendment Purpose	Sponsor should provide / do	ARP Field Office will consider / require
		documentation in the grant file. Reductions in the grant amount that occur as part of the grant closeout are normally processed during the closeout process and may not require a separate grant amendment.
Correct Federal share percentage (no description change)	Identify the basis for the correction and the affected costs / portion.	The Federal share generally stays consistent for the life of the grant, except for a multi-year grant or correction of an error.
Add future-year funds to a multi-year grant (no description change)	Upon request by the ARP Field Office, submit a written request.	<p>A multi-year amendment cannot increase the total Federal share beyond the amount in the original agreement.</p> <p>Only sponsor apportionments (primary, cargo, nonprimary commercial service, or general aviation airport) are included.</p> <p>Current fiscal year participation rate applies if the rate changes during a multi-year grant.</p>
Add funds beyond multi-year amount (no description change)	Document why eligible costs exceed the multi-year total and provide updated cost support.	May issue a regular amendment and apply increase rules using the multi-year total as the base.
Change description to clarify intended work (no funding change)	Upon request by the ARP Field Office, submit a written request.	<p>Clarification must be limited to the originally intended project; work is only added if inadvertently omitted.</p> <p>A clarifying amendment should be issued before the affected work starts to avoid the risk of improper payment.</p>

Amendment Purpose	Sponsor should provide / do	ARP Field Office will consider / require
<p>Change description to add a project (rare; prefer new grant)</p>	<p>Submit written request documenting justification and any increase. If no increase is requested, document existing grant work is complete or costs are known.</p>	<p>An amendment adding both a new project and funding is used only in rare circumstances.</p> <p>This action cannot be justified solely to use excess funds. The ARP Field Office must determine the added need is closely related to the original project.</p> <p>Applicable requirements in Chapter 2, Chapter 3, and the project appendix must be met.</p>
<p>Change description to delete a project</p>	<p>Submit a written request documenting the amount and reason unless the ARP Field Office initiates this action.</p>	<p>Determines deletion is advantageous to the Federal government.</p> <p>Adjusts grant amount by the Federal share of the deleted project.</p> <p>Special land deletion rule: the sponsor must repay any acquisition costs already paid or confirm any costs to perform that work again are locally funded.</p>
<p>Change description to modify a project</p>	<p>Submit a written request documenting the increase (if any) and justification.</p>	<p>If scope is reduced: confirms the usable units remain.</p> <p>If scope increases: confirms the need is closely related to original.</p> <p>Determines the amendment is advantageous to the Federal Government.</p> <p>Confirms Chapter 2 requirements remain satisfied.</p> <p>Amendment should be issued before affected work begins.</p>

Amendment Purpose	Sponsor should provide / do	ARP Field Office will consider / require
Change description to substitute a project	Submit a written request documenting the increase (if any) and justification.	<p>Substitutions may be approved only in limited circumstances where the sponsor provides sufficient justification and all applicable statutory and regulatory requirements are met. Issuance of a new grant is preferred over project substitutions.</p> <p>Applies add / delete criteria above.</p> <p>Confirms funding rules allow substitution and reduces the grant if substituted project costs are less.</p> <p>Confirms Chapter 2 requirements are met.</p> <p>Amendment should be issued before affected work starts.</p>

765

766 The limitation for maximum amendment increases is based on [49 U.S.C. § 47108](#). These limits apply to
 767 increases in the Federal share of a grant unless otherwise specifically authorized.

768 **TABLE 4-6.5. MAXIMUM GRANT AMENDMENT INCREASES**

Grant Type	Primary Airport	Nonprimary Airport
Land acquisition	≤ 15% of the grant amount	Up to the greater of: <ul style="list-style-type: none"> ▪ 15% of grant amount for land (Federal share), or ▪ 25% of total increase in allowable land costs (project cost) (only scenario allowing >15% amendment).
Airport development / noise implementation (not planning) / design-only	≤ 15%	≤ 15%

Grant Type	Primary Airport	Nonprimary Airport
Planning	May not be increased	May not be increased
Mixed project types	≤ 15% after deducting the planning portion	≤ 15% after deducting planning portions; if increase includes land, also apply land acquisition rules.
State Block Grants	N/A	FAA policy: do not amend to increase the grant amount, only de-obligate unused funds. In limited circumstances, including, but not limited to, when additional funds are available or when otherwise authorized by statute or FAA policy, the FAA may amend a SBGP grant to increase the grant amount.

769 4-6.2.3. USING REAL PROPERTY OR EQUIPMENT TOWARD THE SPONSOR SHARE

770 Under [2 CFR Part 200](#), the ARP Field Office may allow a sponsor to use:

- 771 ▪ Donated real property;
- 772 ▪ Previously acquired land; and
- 773 ▪ Donated labor, materials, equipment, or services.

774 To satisfy all or part of the non-Federal (sponsor) share when the contribution is:

- 775 ▪ Necessary to achieve the Federal award, and
- 776 ▪ Reasonable and properly documented.

777 4-6.2.4. GENERAL POLICY

778 The ARP Field Office may approve the use of donated or previously acquired property or donated
779 services toward the sponsor share when:

- 780 ▪ The item would otherwise be an allowable project cost;
- 781 ▪ Adequate documentation supports the value and eligibility; and
- 782 ▪ The contribution provides a benefit to the Federal government.

783 Only the value of the donated item may be credited toward the sponsor share. Associated acquisition
784 costs (*e.g.*, legal fees, appraisal fees, etc.) are not allowable as sponsor share.

785 4-6.2.5. DONATED LAND

786 The sponsor must provide documentation showing:

- 787 ▪ When the land was donated or acquired;
- 788 ▪ Identity and relationship of the donor;
- 789 ▪ No reversion clauses (except if land is no longer needed for airport purposes);
- 790 ▪ The donor is not acting as an agent for the sponsor; and
- 791 ▪ The donor must be an unrelated third party. Transfers of property between governmental
- 792 entities within the same state generally are not considered donations for purposes of crediting
- 793 value toward the sponsor share.

794 The value of donated land credited toward the sponsor share must:

- 795 ▪ Be based on fair market value (FMV) at time of donation by an unrelated third party;
- 796 ▪ Be supported by valuation documentation in the grant file;
- 797 ▪ Reflect only the value of the land itself; and
- 798 ▪ Be identified in the grant agreement when used as part of the sponsor share.

799 If the value of the land exceeds the required sponsor share, the unused value may be applied to future
800 grants when permitted by FAA policy.

801 The sponsor must:

- 802 ▪ Add the land to the airport’s Exhibit A Property Map;
- 803 ▪ Ensure the value credited toward the sponsor share is reasonable and properly documented;
- 804 and
- 805 ▪ Accept perpetual obligations under Grant Assurance 31, Disposal of Land.

806 **4-6.2.6. PREVIOUSLY ACQUIRED LAND**

807 Previously acquired land refers to property obtained by the sponsor before the AIP project for which
808 reimbursement or credit toward the non-Federal share is requested. When previously acquired land is
809 used for an eligible AIP project, the value that may be credited toward the project depends on the type
810 of sponsor and the applicable statutory requirements.

811 To be eligible for reimbursement or credit toward the non-Federal share, the land must have been
812 acquired in accordance with applicable Federal requirements governing land acquisition for AIP projects.
813 Sponsors should ensure that the acquisition followed all applicable property acquisition standards,
814 including appraisal, just compensation, and relocation requirements. Land that was not acquired in
815 accordance with these requirements may not be eligible for reimbursement or credit toward the
816 project’s non-Federal share.

817 Valuation rules differ by sponsor type as shown in [Table 4-6-6, Valuation Rule](#). Documentation
818 requirements mirror donated land.

819 **TABLE 4-6.6. VALUATION RULE**

Sponsor Type	Valuation Rule
Public sponsor	FMV at the time of purchase.
Private sponsor	FMV at the time of the project (49 U.S.C. § 47109).

820 4-6.2.7. DONATED LABOR, MATERIALS, EQUIPMENT, OR SERVICES

821 The ARP Field Office may allow the FMV at the time of donation of labor, materials, equipment, or
822 services donated to the sponsor, by an unrelated third party, to be credited toward the sponsor's share
823 of a grant when the donation is reasonable, necessary, and represents costs that would otherwise be
824 allowable project costs under the grant.

825 To request the use of donated labor, materials, equipment, or services as part of the sponsor share, the
826 sponsor must submit a written request and provide supporting documentation demonstrating the
827 nature and value of the donation. The documentation must:

- 828 ▪ Identify the donor and describe the relationship between the donor and the sponsor;
- 829 ▪ Include any agreements associated with the donation;
- 830 ▪ Confirm that the donor will not receive an exclusive benefit or consideration as a result of the
831 donation; and
- 832 ▪ Demonstrate that no reversionary interest or other conditions exist that would limit the airport's
833 ability to use the donated items for airport purposes.

834 Donated items credited toward the sponsor share must represent allowable and necessary project costs
835 that would otherwise be eligible under the grant. The FMV of donated labor, materials, equipment, or
836 services must be established at the time the donation is provided and supported by documentation
837 retained in the grant file. The documented value is used to calculate the amount credited toward the
838 sponsor share.

839 Only donations provided by an unrelated third party may be credited toward the sponsor share. Labor,
840 materials, equipment, or services provided by the sponsor are not considered donations under Federal
841 cost principles. When the sponsor provides these resources directly, the work must be treated as force
842 account work and must meet all applicable requirements for force account approval and documentation.

843 When approved, the value credited toward the sponsor share must be documented in the grant
844 agreement and retained in the grant file.

845 4-6.2.8. CREDIT CALCULATION AND GRANT DOCUMENTATION

846 When real property or other eligible contributions are used toward the sponsor share, the value credited
847 must:

- 848 ▪ Be sufficient to support the portion of the sponsor share being satisfied;
- 849 ▪ Be documented in the grant agreement; and
- 850 ▪ Be supported by documentation retained in the grant file.

851 4-6.3. GRANT PAYMENTS

852 After grant execution, the FAA reimburses the sponsor for allowable project costs in accordance with
853 Federal requirements and the grant agreement. Detailed payment procedures are provided in the [ARP](#)
854 [Grant Payment and Sponsor Financial Reporting Policy](#), which is the governing document for all pay
855 requests.

856 Grant payments are administered using a risk-based oversight approach. Sponsors are assigned a grant
857 payment risk level (Nominal, Moderate, or Elevated), which determines the level of FAA review prior to
858 payment approval (see [Section 4-5.2, Risk-Based Oversight](#)).

859 Payment requests must be submitted electronically through the currently approved DOT grant payment
860 system unless otherwise directed by the FAA.

861 4-6.3.1. COST ELIGIBILITY AND TIMING OF COSTS

862 4-6.3.1.1. COSTS INCURRED PRIOR TO GRANT EXECUTION

863 Sponsors may incur costs prior to grant execution. However, such costs are not automatically eligible for
864 reimbursement.

865 Reimbursement of costs incurred prior to the execution date is permitted only when:

- 866 ▪ The costs meet applicable eligibility and allowability requirements, and
- 867 ▪ The FAA provided specific authorization, when required.

868 Generally, project costs must be incurred after grant execution to be eligible for reimbursement unless
869 an exception applies.

870 4-6.3.1.2. COSTS INCURRED DURING THE PERIOD OF PERFORMANCE (POP)

871 Sponsors may incur eligible and allowable project costs only during the PoP established by the executed
872 grant agreement, unless otherwise authorized by the FAA.

873 All costs must be:

- 874 ▪ Allowable under [49 U.S.C. § 47110](#) and [2 CFR Part 200](#), and
- 875 ▪ Consistent with the approved project scope and grant agreement.

876 4-6.3.2. PAYMENT AUTHORITY

877 The FAA makes payments only for allowable, reasonable, and incurred costs in accordance with:

- 878 ▪ 49 U.S.C. §§ [47110](#) and [47111](#);
- 879 ▪ [2 CFR Part 200, Subpart E – Cost Principles](#); and
- 880 ▪ The grant agreement and applicable [grant assurances](#).

881 Payments may be reduced, delayed, or withheld as necessary to protect the Federal interest.

882 4-6.3.3. ADVANCE PAYMENT METHOD

883 In accordance with [2 CFR Part 200](#), the advance payment method is the standard method used by the
884 FAA for AIP grants unless otherwise specified by statute or grant program. Certain grant programs may
885 require reimbursement-only payment methods, as specified in the applicable grant agreement or
886 program guidance.

887 Under the advance payment method:

- 888 ▪ Payment requests must be based on documented, incurred costs, such as contractor invoices or
889 billing statements;
- 890 ▪ Sponsors are not required to disburse the full payment to contractors prior to requesting
891 reimbursement;
- 892 ▪ Payment requests must reflect only the Federal share of allowable costs; and

- 893 ▪ Required cost-share amounts must be identified separately from the Federal share.

894 4-6.3.4. LIMITATION ON EARLY PAYMENTS

895 The FAA must retain a portion of the Federal share until the project is complete, consistent with Federal
896 law and FAA policy.

897 90 PERCENT STATUTORY LIMITATION

898 In accordance with [49 U.S.C. § 47111](#), the FAA must not make payments exceeding 90 percent of the
899 Federal share of a project’s estimated allowable costs before the project is complete.

900 FINAL 10 PERCENT OF FEDERAL SHARE

901 The ARP Field Office may approve payment within the final 10 percent of the Federal share when the
902 project is determined to be substantially complete, consistent with FAA policy and the [ARP Grant
903 Payment and Sponsor Financial Reporting Policy](#).

904 The ARP Field Office may also approve payment within the final 10 percent of the Federal share for SBGP
905 grants if:

- 906 ▪ The State is following the 90 percent statutory limitation for all subawards within the state block
907 grant, and
- 908 ▪ The ARP Field Office determines the State will submit the state block grant closeout
909 documentation in a timely manner.

910 4-6.3.5. PAYMENT REQUEST REQUIREMENTS

911 INCURRED COST STANDARD

912 Payment requests must be supported by incurred costs consistent with [2 CFR Part 200](#).

913 Sponsors must:

- 914 ▪ Base payment requests on invoices, billing statements, or equivalent documentation that
915 supports the amount and validity of the costs;
- 916 ▪ Maintain financial management systems meeting [2 CFR Part 200](#) standards;
- 917 ▪ Track revenues and expenditures by individual Federal award;
- 918 ▪ Maintain documentation sufficient to support allowability and cost reasonableness;
- 919 ▪ Ensure prompt payment to contractors and vendors in accordance with [2 CFR Part 200](#) cash
920 management requirements, including maintaining written procedures and financial
921 management systems that minimize the time between receipt of Federal funds and
922 disbursement;
- 923 ▪ Comply with applicable contract terms and State or local payment requirements; and
- 924 ▪ Not delay payment to vendors regardless of the timing of reimbursement or grant payments.

925 SUPPORTING DOCUMENTATION

926 Supporting documentation requirements vary based on the sponsor’s assigned grant payment risk level
927 (see [Section 4-5.2, Risk-Based Oversight](#)).

928 Documentation may include:

- 929 ▪ Invoice summaries;
- 930 ▪ Contractor pay applications and line-item details;
- 931 ▪ Sponsor certification letters; and
- 932 ▪ Supporting cost analysis documentation.

933 Sponsors may request reimbursement for undisputed costs when contractor disputes exist. All
 934 documentation must be retained in accordance with [2 CFR Part 200](#) and made available upon request to
 935 the FAA or authorized audit entities.

936 APPROVAL PROCESS

937 Payment requests are subject to either:

- 938 ▪ Auto-approval review, or
- 939 ▪ Manual approval review by the ARP Field Office.

940 The ARP Field Office may review payment documentation based on the sponsor's assigned risk level (see
 941 [Section 4-5.2, Risk-Based Oversight](#)). Sponsors assigned Moderate or Elevated payment risk levels
 942 require manual approval. In addition, the FAA's risk policy and program requirements may require a
 943 higher level of review, including assignment to manual approval, based on project characteristics,
 944 funding source, or other risk considerations.

945 4-6.3.6. REDUCTION OR WITHHOLDING OF PAYMENTS

946 Under [49 U.S.C. § 47111](#), the FAA determines when, and in what amounts, payments are made.

947 The ARP Field Office may:

- 948 ▪ Reduce payments for inaccurate, unallowable, or unsupported costs;
- 949 ▪ Withhold payments pending receipt of adequate documentation; or
- 950 ▪ Withhold payments when sponsors are not in compliance with Federal requirements, including
 951 [grant assurance](#) obligations.

952 Payments may be withheld for more than 180 days only when:

- 953 ▪ The sponsor is notified and provided an opportunity for a hearing, if required by 49 U.S.C.
 954 §§ [47106](#) or [47111](#), and
- 955 ▪ FAA legal concurrence is obtained.

956 The ARP Field Office may coordinate with appropriate FAA offices, including the Office of Airports
 957 Compliance and Management Analysis (ACO), as necessary based on the nature of the issue.

958 4-6.3.7. RETAINAGE AND DISPUTED COSTS

959 Payment requests must reflect actual paid costs. Retainage amounts may be included in payment
 960 requests only when:

- 961 ▪ Retainage has been placed in an escrow account, or
- 962 ▪ Retainage has been paid in accordance with applicable requirements.

963 Detailed retainage requirements are provided in [AC 150/5370-10, Standard Specifications for](#)
 964 [Construction of Airports](#), and the [ARP Grant Payment and Sponsor Financial Reporting Policy](#).

965 **4-6.3.8. LAND ACQUISITION PAYMENT LIMITATIONS**

966 Costs for land acquisition are not reimbursable until the sponsor provides documentation demonstrating
 967 that good title will be received, including:

- 968 ▪ Executed purchase agreements;
- 969 ▪ Condemnation deposits or awards;
- 970 ▪ Court settlements; or
- 971 ▪ Other legally sufficient evidence of title transfer.

972 **4-6.3.9. INACTIVE GRANT PAYMENT ACTIVITY**

973 Continued grant payment inactivity, defined as no drawdowns over a 12-month period, may be cause for
 974 termination of the grant agreement.

975 Sponsors will be notified of inactive grant status and request written confirmation of intent to utilize or
 976 decline remaining funds.

977 Failure to respond may result in a de-obligation of funds.

978 **4-6.3.10. IMPROPER PAYMENTS**

979 The FAA must recover funds when payments exceed the Federal share of allowable project costs in
 980 accordance with [49 U.S.C. § 47111](#), the Improper Payments Elimination and Recovery Improvement Act
 981 of 2012 (IPERIA) ([P.L. 112-248](#)), and applicable Federal requirements.

982 Improper payments include payments:

- 983 ▪ For ineligible or unallowable work;
- 984 ▪ To incorrect recipients or grants;
- 985 ▪ That duplicate previous payments;
- 986 ▪ For costs that have not been paid;
- 987 ▪ That exceed the allowable Federal share;
- 988 ▪ That are unsupported by adequate documentation; and
- 989 ▪ Payments made with an incorrect amount.

990 Sponsors must promptly return improper payments pursuant to [31 CFR § 901.2](#), generally within 30 days
 991 of notification, in accordance with applicable Federal debt collection requirements. Costs incurred to
 992 recover improper payments are not allowable. Detailed procedures for identifying and resolving
 993 improper payments are provided in the [ARP Grant Payment and Sponsor Financial Reporting Policy](#).

994 **4-6.4. FINANCIAL REPORTING AND RECORD RETENTION**

995 Sponsors receiving AIP grants must comply with all Federal financial reporting, internal control, and
 996 record retention requirements in accordance with [2 CFR Part 200](#), the grant agreement, and the [ARP](#)
 997 [Grant Payment and Sponsor Financial Reporting Policy](#).

998 This section supplements the grant payment requirements described in [Section 4-6.3, Grant Payments](#),
999 and the grant file documentation requirements described in [Section 4-5.3, Grant File Documentation](#).

1000 4-6.4.1. FINANCIAL MANAGEMENT SYSTEMS REQUIREMENTS

1001 Sponsors must maintain financial management systems that meet the standards in [2 CFR Part 200](#).

1002 Financial systems must:

- 1003 ▪ Track grant expenditures by individual Federal award;
- 1004 ▪ Provide accurate, current, and complete disclosure of financial results;
- 1005 ▪ Document compliance with Federal statutes, regulations, and grant conditions; and
- 1006 ▪ Include effective internal controls to safeguard Federal funds.

1007 Requirements related to payment documentation and incurred cost standards are addressed in [Section](#)
1008 [4-6.3.5, Payment Request Requirements](#).

1009 4-6.4.2. FEDERAL FINANCIAL REPORTING

1010 Sponsors must submit financial reports in accordance with the grant agreement and applicable Federal
1011 requirements.

1012 Sponsors must submit [SF-425, Federal Financial Report](#), for each AIP grant in accordance with FAA
1013 reporting requirements. Reporting frequency must comply with [2 CFR Part 200](#), which requires reporting
1014 no less frequently than annually and no more frequently than quarterly, unless otherwise specified in
1015 the grant agreement.

1016 Financial reports must:

- 1017 ▪ Reflect cumulative expenditures and the Federal share;
- 1018 ▪ Be consistent with payment requests submitted pursuant to [Section 4-6.3, Grant Payments](#); and
- 1019 ▪ Be supported by the sponsor's accounting records.

1020 Financial reporting is separate from performance reporting requirements described in [Section 4-5.11,](#)
1021 [Annual Reporting of Residential Population Benefits](#).

1022 4-6.4.3. INTERNAL CONTROLS

1023 Sponsors must establish and maintain effective internal controls over Federal awards in accordance with
1024 [2 CFR Part 200](#).

1025 These controls must ensure:

- 1026 ▪ Proper stewardship of Federal funds;
 - 1027 ▪ Compliance with grant requirements; and
 - 1028 ▪ Prevention of fraud, waste, and abuse.
-

1029 4-6.4.4. INTEREST EARNED ON FEDERAL FUNDS

1030 In accordance with [2 CFR § 200.305](#), sponsors may earn interest on Federal funds as follows:

- 1031 ▪ Sponsors may retain up to \$500 per fiscal year in interest earned on Federal funds for
1032 administrative expenses, and
- 1033 ▪ Interest earned in excess of \$500 annually must be returned to the Federal government.
- 1034 Sponsors must maintain records documenting calculation and remittance of excess interest.

1035 4-6.4.5. RECORD RETENTION

- 1036 Sponsors must retain all financial and project records in accordance with [2 CFR Part 200](#).
- 1037 Documentation must be retained for three years after submission of the final expenditure report, unless:
- 1038 ▪ A longer retention period is required by statute, or
- 1039 ▪ An audit, litigation, or claim is initiated before the expiration of the retention period, in which
1040 case the records must be retained until resolution of the action.
- 1041 Grant file documentation requirements for the ARP Field Office are addressed in [Section 4-5.3, Grant File](#)
1042 [Documentation](#).

1043 4-6.4.6. ACCESS TO RECORDS

- 1044 In accordance with [2 CFR Part 200](#), sponsors must make financial records and project documentation
1045 available upon request to:
- 1046 ▪ The FAA;
- 1047 ▪ The DOT Office of Inspector General (OIG);
- 1048 ▪ The Government Accountability Office (GAO);
- 1049 ▪ Independent auditors; and
- 1050 ▪ Other authorized representatives of the Federal government.
- 1051 Failure to provide access to records may result in enforcement action under the grant agreement.

1052 4-7. GRANT SUSPENSION AND TERMINATION

- 1053 The ARP Field Office ensures that AIP funds are used in accordance with Federal statutes, regulations,
1054 and grant agreements. When necessary, the ARP Field Office may suspend or terminate a grant.
- 1055 These actions are consistent with [2 CFR Part 200](#) and [49 U.S.C. § 47111](#).

1056 4-7.1. FAA REMEDIES FOR NONCOMPLIANCE

- 1057 The ARP Field Office may take action when a sponsor fails to comply with grant requirements or when
1058 continuation of the project is no longer appropriate. Situations that may result in ARP Field Office action
1059 include, but are not limited to:
- 1060 ▪ Failure to comply with [grant assurances](#), grant conditions, or applicable laws and regulations;
- 1061 ▪ Failure to provide or maintain the required sponsor share;
- 1062 ▪ Significant delays or failure to make reasonable progress on the project;
- 1063 ▪ Unauthorized changes to project scope or funding;
- 1064 ▪ Failure to maintain required financial management systems;

- 1065 ▪ Civil rights or nondiscrimination compliance findings;
- 1066 ▪ Extended inactivity in grant payments or project progress; and
- 1067 ▪ Circumstances where continuation of the grant is not in the public interest.

1068 Consistent with [2 CFR Part 200](#), the ARP Field Office may take one or more of the following actions,
1069 depending on the circumstances:

- 1070 ▪ Temporarily withhold cash payments pending correction of the deficiency;
- 1071 ▪ Disallow all or part of the cost of the activity not in compliance;
- 1072 ▪ Wholly or partially suspend the grant; and/or
- 1073 ▪ Terminate the grant in whole or in part.

1074 4-7.2. GRANT SUSPENSION

1075 The ARP Field Office may suspend a grant when corrective action is possible, and continuation of the
1076 project may still be appropriate.

1077 During a suspension:

- 1078 ▪ The ARP Field Office will notify the sponsor in writing of the reasons for the suspension and
1079 identify required corrective actions;
- 1080 ▪ The sponsor may request reconsideration;
- 1081 ▪ The sponsor must take corrective action within the timeframe specified by the ARP Field Office;
1082 and
- 1083 ▪ Costs incurred after the suspension notice are not allowable unless specifically authorized in
1084 writing by the ARP Field Office.

1085 Suspension may be lifted once the ARP Field Office determines the sponsor has satisfactorily addressed
1086 the identified issues.

1087 4-7.3. GRANT TERMINATION

1088 If the ARP Field Office has already suspended a grant, and deficiencies cannot be corrected, or
1089 continuation of the grant is not in the public interest, the ARP Field Office may terminate the grant.

1090 4-7.3.1. TERMINATION FOR CAUSE

1091 Termination for cause may occur when a sponsor fails to correct deficiencies identified during a
1092 suspension.

1093 If a grant is terminated for cause:

- 1094 ▪ The sponsor will receive written notice explaining the basis for the decision;
- 1095 ▪ The sponsor may request reconsideration; and
- 1096 ▪ Allowable costs incurred prior to termination may be reimbursed, subject to the ARP Field Office
1097 determination.

1098 4-7.3.2. TERMINATION FOR CONVENIENCE

1099 The ARP Field Office or the sponsor may request termination when the project is no longer needed or
1100 feasible.

1101 When a grant is terminated for convenience:

- 1102 ▪ The ARP Field Office and the sponsor will execute a written termination agreement;
- 1103 ▪ The sponsor must stop incurring new obligations for the terminated work; and
- 1104 ▪ The ARP Field Office may reimburse allowable costs incurred prior to termination.

1105 4-8. GRANT CLOSEOUT

1106 Grant closeout is the process used to confirm that:

- 1107 ▪ All work funded under a grant has been completed;
- 1108 ▪ All costs are allowable, reasonable, and properly documented;
- 1109 ▪ All administrative and financial requirements have been satisfied; and
- 1110 ▪ The PoP has concluded.

1111 Closeout formally ends the active life of the grant and allows the ARP Field Office to de-obligate any
1112 remaining funds and issue the final project determination.

1113 Grant closeout requirements apply to all AIP grant types, including development, planning, equipment,
1114 land acquisition (including easements), and SBGP projects. This process is conducted in accordance with
1115 [2 CFR Part 200](#).

1116 4-8.1. CLOSEOUT TRIGGERS

1117 Grant closeout generally begins when:

- 1118 ▪ The project is physically complete;
- 1119 ▪ The project is financially complete; and
- 1120 ▪ The PoP has ended, or all work has been completed prior to the end of the PoP.

1121 Both physical and financial completion must occur before a grant can be closed. If the PoP ends before
1122 work is completed, the sponsor must seek appropriate action (*e.g.*, amendment or extension) prior to
1123 expiration.

1124 4-8.2. PERIOD OF PERFORMANCE (POP)

1125 The establishment and management of the PoP for each grant are covered under [2 CFR Part 200](#).

1126 For AIP grants, the PoP is four years (1,460 calendar days) from the date of grant execution, unless
1127 otherwise specified in the grant agreement. The PoP begins on the date the grant agreement is fully
1128 executed, defined as the date of the last sponsor's signature (see [Section 4-4.6, Grant Execution](#)).

1129 The PoP represents the time during which the sponsor may incur new obligations to carry out the
1130 approved project. Obligations may include contracts, purchase orders, change orders, or other
1131 commitments requiring payment.

1132 Sponsors may incur new obligations only during the PoP:

- 1133 ▪ All obligations must be allowable and consistent with [2 CFR Part 200](#) and AIP requirements, and

- 1134 ▪ Costs must be incurred during the PoP unless otherwise authorized by the FAA (*e.g.*, approved
1135 pre-award costs).

1136 Once the PoP expires:

- 1137 ▪ No new obligations may be incurred;
1138 ▪ No additional costs may be incurred for reimbursement; and
1139 ▪ Sponsors may complete administrative activities necessary for closeout, provided no additional
1140 costs are incurred.

1141 Sponsors must finalize all costs and submit required closeout documentation in accordance with [2 CFR](#)
1142 [Part 200](#), generally no later than 120 calendar days after the end of the PoP, unless otherwise approved.

1143 Sponsors may request an extension of the PoP when additional time is needed to complete the
1144 approved project. Requests must:

- 1145 ▪ Be submitted in writing prior to the expiration of the PoP, and
1146 ▪ Include sufficient justification demonstrating that the extension is necessary to complete eligible
1147 project work.

1148 The FAA will evaluate extension requests based on project status, justification provided, and continued
1149 compliance with grant requirements. Extensions are expected to be limited and must not be requested
1150 solely to expend remaining funds.

1151 For SBGP grants, PoP requirements may differ. States must ensure that subawards are structured to
1152 allow completion and closeout within the overall PoP of the State's block grant and that subawards also
1153 include a PoP date per [2 CFR Part 200](#).

1154 4-8.2.1. PHYSICAL COMPLETION

1155 A project is physically complete when all work identified in the grant description has been finished and
1156 the project is operational for its intended purpose. Physical completion varies by project type.

1157 CONSTRUCTION AND DEVELOPMENT PROJECTS

1158 Physical completion typically occurs when:

- 1159 ▪ Construction work is finished;
1160 ▪ Final inspection has occurred;
1161 ▪ The sponsor has accepted the project;
1162 ▪ The facility is operational and usable for its intended purpose;
1163 ▪ All required FAA actions, including coordination with the Air Traffic Organization (ATO) (*e.g.*,
1164 commissioning, inspection, flight check, and/or acceptance), are complete, if applicable; and
1165 ▪ As-built plans and project documentation have been completed and accepted, as applicable.

1166 PLANNING AND STUDY PROJECTS

1167 Physical completion occurs when:

- 1168 ▪ All work products are delivered;

- 1169 ▪ Final reports or deliverables are accepted by the ARP Field Office; and
 1170 ▪ The project scope has been fully completed.

1171 EQUIPMENT ACQUISITION PROJECTS

1172 Physical completion occurs when:

- 1173 ▪ All equipment has been delivered and installed, if applicable;
 1174 ▪ The equipment is operational and placed into service;
 1175 ▪ Required inspections, testing, and acceptance procedures are complete;
 1176 ▪ The sponsor has accepted the equipment and completed final payment;
 1177 ▪ All required FAA coordination or approvals (including ATO, if applicable) are complete; and
 1178 ▪ Required inventory or asset records have been updated and submitted to the ARP Field Office, as
 1179 applicable.

1180 Examples include aircraft rescue and firefighting (ARFF) vehicles, snow removal equipment (SRE), safety
 1181 equipment, and maintenance equipment.

1182 Equipment must be placed into service and available for airport use before the grant may be closed.

1183 LAND ACQUISITION PROJECTS

1184 Physical completion occurs when:

- 1185 ▪ The property interest has been acquired in accordance with the approved project;
 1186 ▪ All required documentation, including title, appraisal, acquisition records, and Exhibit A update
 1187 have been completed and accepted by the ARP Field Office; and
 1188 ▪ The land is available for its intended airport purpose.

1189 4-8.2.2. FINANCIAL COMPLETION

1190 Financial completion occurs when:

- 1191 ▪ All project costs have been incurred;
 1192 ▪ All contractor and vendor payments have been made;
 1193 ▪ Final payment has been requested from the ARP Field Office; and
 1194 ▪ No further costs will be charged to the grant.

1195 Sponsors must not delay closeout to retain unused funds.

1196 4-8.3. SPONSOR CLOSEOUT SUBMITTAL RESPONSIBILITIES

1197 In accordance with [2 CFR § 200.344](#), sponsors must submit all required closeout documentation within
 1198 120 calendar days after the end of the PoP, unless an extension is approved by the FAA. Required
 1199 closeout documentation includes financial, performance, and other reports as specified in the grant
 1200 agreement.

1201 For SBGP grants, the State serves as the pass-through entity and must establish a PoP for subawards
 1202 issued to airport sponsors. Subrecipients must submit all required closeout documentation to the SBGP

1203 State no later than 90 calendar days after the end of the PoP of the subaward, or an earlier date as
 1204 established by the State.

1205 When justified, the ARP Field Office or the SBGP State, as applicable, may approve extensions to the
 1206 closeout submission timeframe. SBGP States should coordinate with the ARP Field Office and with ARP
 1207 Headquarters, as appropriate, when considering extensions that may affect overall grant closeout.

1208 During the grant closeout process, sponsors must certify the following:

- 1209 ▪ The approved project scope has been completed in accordance with the grant agreement and
 1210 applicable Federal requirements;
- 1211 ▪ All allowable project costs have been incurred, documented, and reported;
- 1212 ▪ Required final inspections, acceptance actions, and performance reports have been completed;
- 1213 ▪ All required financial reports have been submitted; and
- 1214 ▪ Any outstanding grant conditions or compliance issues have been resolved, unless otherwise
 1215 addressed by the FAA.

1216 Once the project is physically and financially complete, the sponsor must submit a grant closeout
 1217 package to the ARP Field Office. [Table 4-8.1, Sponsor Closeout Documentation Requirements](#), identifies
 1218 the minimum documentation required for grant closeout. The ARP Field Office may request additional
 1219 documentation, as necessary, to support grant closeout based on project type, complexity, or other
 1220 relevant factors.

1221 **TABLE 4-8.1. SPONSOR CLOSEOUT DOCUMENTATION REQUIREMENTS**

Document / Form	Purpose
Final Federal Financial Report: SF-425	Documents final project costs, Federal share, program income, disputed costs, and any required repayment.
Final payment request: SF-270 (non-construction) or SF-271 (construction projects)	Requests final reimbursement or advance and confirms final disbursements.
Final vendor invoices and supporting financial documentation	Verifies final incurred costs and supports reconciliation of grant payments.
Project completion documentation appropriate to the project type	<p>Demonstrates physical completion of the project.</p> <p>Documentation varies by project type. Typical examples include:</p> <p>Construction Project: Final construction acceptance documentation and record drawings.</p> <p>Planning and Environmental Projects: Final planning and environmental deliverables and acceptance of reports.</p> <p>Equipment Projects: Equipment delivery, installation, and acceptance documentation, and updated equipment inventory lists, as applicable.</p>

Document / Form	Purpose
	<p>Noise Compatibility Projects: Noise program deliverables, such as an updated noise land inventory, reuse plans, or other required documentation.</p> <p>Land or Development Projects: Updated ALP, Exhibit A Property Map, easement documentation, or other required property documentation.</p>
<p>All required Sponsor Certifications (as applicable):</p> <ul style="list-style-type: none"> ▪ Selection of Consultants (FAA Form 5100-134) ▪ Project Plans and Specifications (FAA Form 5100-132) ▪ Equipment / Construction Contracts (FAA Form 5100-131) ▪ Real Property Acquisition (FAA Form 5100-133) ▪ Construction Project Final Acceptance (FAA Form 5100-129) ▪ Drug-Free Workplace (FAA Form 5100-130) ▪ Conflict of Interest Certification (FAA Form 5100-135) 	<p>Confirms compliance with procurement, land acquisition, construction, and Federal grant requirements.</p>
<p>Documentation of program income and liquidated damages (if applicable)</p>	<p>Must be reported on SF-425 and deducted from the Federal share.</p>
<p>Documentation of disputed costs (if applicable)</p>	<p>Sponsor may request reimbursement only for undisputed costs.</p>
<p>Repayment of any overpayment (if applicable)</p>	<p>Required when payments exceed the Federal share of allowable costs.</p>

1222 When overpayment is identified, the ARP Field Office will take appropriate action to recover the funds
 1223 and ensure proper documentation in the grant file. Recovery actions may involve coordination with FAA
 1224 financial management offices, including Accounts Payable (AMK).

1225 If there is a reason to believe that overpayment may involve fraud, waste, or abuse, the matter will be
 1226 referred to the [OIG hotline](#) in accordance with applicable FAA and DOT OIG procedures.

1227 **4-8.4. FINAL FINANCIAL RECONCILIATION**

1228 The ARP Field Office reviews the closeout package to determine:

- 1229 ▪ Total allowable project costs;

- 1230 ▪ Final Federal share; and
- 1231 ▪ Amount of funds to be paid or de-obligated.

1232 The ARP Field Office may reduce the grant amount to reflect final costs. A separate amendment is not
1233 required when reductions occur as part of closeout.

1234 4-8.5. FINAL PAYMENT

1235 Final payment represents the last disbursement of Federal funds under the grant.

1236 Final payment will not be made until the ARP Field Office determines that:

- 1237 ▪ The project is physically complete;
- 1238 ▪ The project is financially complete;
- 1239 ▪ All required documentation has been submitted; and
- 1240 ▪ All compliance requirements have been met.

1241 No more than 90% of the Federal share may be paid prior to project completion unless approved by the
1242 ARP Field Office.

1243 4-8.6. FINAL PROJECT DETERMINATION

1244 After completing its review, the ARP Field Office issues the final project determination, and issues formal
1245 closeout documentation (*e.g.*, closeout letter), which:

- 1246 ▪ Establishes the final Federal participation amount;
- 1247 ▪ Confirms project completion; and
- 1248 ▪ Formally closes the grant.

1249 This determination is documented in the grant file.

1250 4-8.7. DETERMINATION OF UNUSED FUNDS

1251 If the final Federal share is less than the amount obligated, unused funds will be de-obligated during the
1252 closeout process.

1253 Sponsors are encouraged to complete projects promptly to allow unused funds to be reallocated.

1254 4-8.8. CLOSEOUT COMPLETION

1255 Once all actions are complete:

- 1256 ▪ The grant is closed in the FAA grant management system;
- 1257 ▪ The grant is closed in the DOT financial management system;
- 1258 ▪ Remaining funds are de-obligated; and
- 1259 ▪ The grant transitions to post-closeout oversight.

1260 The ARP Field Office issues a grant closeout letter to the sponsor after the grant is closed in both the FAA
1261 and DOT financial management systems.

1262 Grant closeout does not terminate the sponsor's ongoing [grant assurance](#) obligations.

1263 4-9. POST-CLOSE OUT ACTIONS

1264 Certain sponsor obligations continue after a grant is closed. These post-closeout responsibilities ensure
 1265 long-term compliance with Federal requirements, protect the Federal investment, and support
 1266 continued oversight of airport development funded under the AIP.

1267 Post-closeout responsibilities apply to all AIP grant recipients, including development, planning,
 1268 equipment, land acquisition (including easements), and SBGP projects.

4-9.1. RECORD RETENTION REQUIREMENTS

1270 Sponsors must retain grant-related records in accordance with [2 CFR Part 200](#) and the [grant assurances](#).

1271 Record retention requirements, including retention periods and exceptions, are provided in [Section 4-](#)
 1272 [6.4.5, Record Retention](#). Sponsors must comply with those requirements for all records associated with
 1273 AIP grants.

1274 Records include, but are not limited to:

- 1275 ▪ Financial records and supporting documentation;
- 1276 ▪ Procurement and contract documentation;
- 1277 ▪ Land acquisition documentation;
- 1278 ▪ Equipment inventory records;
- 1279 ▪ Environmental and planning documentation; and
- 1280 ▪ Grant amendment and closeout correspondence.

1281 If litigation, audit, or another review begins before the end of the three-year retention period, the
 1282 sponsor must retain records until all issues are fully resolved and final action is taken.

1283 Sponsors must provide records upon request to:

- 1284 ▪ The FAA;
- 1285 ▪ The DOT OIG;
- 1286 ▪ The GAO; and
- 1287 ▪ Independent auditors acting on behalf of the Federal government.

4-9.2. REOPENING CLOSED GRANTS

1289 A closed grant may be reopened if necessary to correct payment or eligibility issues. The ARP Field Office
 1290 may reopen a grant when it determines that:

- 1291 ▪ The sponsor was not reimbursed for allowable costs, or
- 1292 ▪ The sponsor received reimbursement for unallowable costs.

1293 Reopening a grant is a rare action and requires coordination with and approval from ARP Headquarters.

4-9.3. AUDIT REQUIREMENTS

1295 AIP grants remain subject to audit after closeout. Sponsors must maintain records and comply with
 1296 applicable Federal audit requirements to ensure continued accountability for the use of Federal funds.

4-9.3.1. SINGLE AUDIT REQUIREMENTS

1298 Sponsors must comply with [2 CFR Part 200, Subpart F - Audit Requirements](#).

1299 Sponsors that expend Federal funds in excess of the threshold established in [2 CFR Part 200](#) during their
 1300 fiscal year must obtain a Single Audit in accordance with the Single Audit Act of 1984 ([P.L. 98-502](#)), as
 1301 amended. Single Audits may include a review of AIP grants regardless of whether the grant is open or
 1302 administratively closed.

1303 **4-9.3.2. ADDITIONAL AUDITS AND REVIEWS**

1304 The FAA may conduct or request additional audits, reviews, or examinations of AIP grants when
 1305 necessary to ensure compliance with applicable statutes, regulations, and [grant assurances](#). Revenue use
 1306 compliance reviews are also conducted under [FAA Order 5190.6, Airport Compliance Manual](#).

1307 **4-9.4. DISPOSITION OF AIP-FUNDED EQUIPMENT**

1308 Sponsors must manage equipment purchased with AIP funds in accordance with [2 CFR Part 200](#).
 1309 When AIP-funded equipment is no longer needed for the original project or has reached the end of its
 1310 useful life, the sponsor must coordinate with the ARP Field Office before disposal, sale, transfer, or reuse.

1311 **4-9.4.1. EQUIPMENT WITH FAIR MARKET VALUE (FMV) AT OR ABOVE FEDERAL THRESHOLD**

1312 Disposition of equipment with a FMV at or above the Federal threshold must be coordinated with the
 1313 ARP Field Office and must follow [2 CFR Part 200](#) equipment disposition requirements.

1314 [Table 4-9.1, Disposition of Equipment with Significant Fair Market Value](#), summarizes the disposition
 1315 actions and associated requirements for equipment with a FMV at or above the Federal threshold.

1316 **TABLE 4-9.1. DISPOSITION OF EQUIPMENT WITH SIGNIFICANT FAIR MARKET VALUE**

Sponsor Action	Requirement
Retain equipment for continued airport use	No reimbursement to the FAA is required. The equipment must continue to be used for airport purposes and remain subject to the Federal interest.
Retain equipment for non-airport use	The sponsor must reimburse the FAA for the Federal share of the equipment’s FMV at the time of disposition.
Transfer equipment to another eligible airport sponsor	The receiving sponsor assumes all applicable Federal obligations associated with the equipment. The transfer must be coordinated with and approved by the ARP Field Office.
Sell or transfer equipment to a non-eligible entity	The sponsor must reimburse the FAA for the Federal share of the equipment’s FMV.
Reimburse the FAA	Reimbursement is typically accomplished by reducing the cost of the sponsor’s next AIP grant, unless otherwise directed by the ARP Field Office.

1317 **4-9.5. DISPOSITION OF AIP-FUNDED LAND**

1318 Under [49 U.S.C. § 47107](#), sponsors must dispose of AIP-funded land when it is no longer needed for
1319 airport purposes, except for noise compatibility purposes.

1320 An “airport purpose” includes:

- 1321 ▪ Current of foreseeable aeronautical use;
- 1322 ▪ Runway protection zones;
- 1323 ▪ Noise buffer land; and
- 1324 ▪ Interim revenue-generating uses that support airport self-sufficiency.

1325 When land is no longer needed, the sponsor must request a land release or a land use change approval
1326 or consent from the ARP Field Office.

1327 4-9.5.1. USE OF PROCEEDS FROM LAND DISPOSAL

1328 In accordance with [49 U.S.C. § 47107](#), the Federal share of the FMV must be reinvested in the following
1329 order of priority:

- 1330 ▪ Approved noise compatibility projects;
- 1331 ▪ Eligible airport development projects under [49 U.S.C. § 47117](#);
- 1332 ▪ Transfer to another public airport sponsor for an approved noise compatibility project; or
- 1333 ▪ Payment to the FAA for deposit in the Airport and Airway Trust Fund (AATF).

1334 Disposition of land occurs outside the grant process and requires ARP Field Office approval.

AIP HANDBOOK

Your Guide to Safety, Standards, and Infrastructure Development



1

2

APPENDIX A – ACRONYMS

Acronym	Meaning
AAIA	Airport and Airway Improvement Act of 1982
AATF	Airport and Airway Trust Fund
AC	Advisory Circular
ACDBE	Airport Concessions Disadvantaged Business Enterprise
ACIP	Airports Capital Improvement Plan
ACM	Airport Certification Manual
ACO	FAA Office of Airports Compliance and Management Analysis
ACR	FAA Office of Civil Rights
ADA	Americans with Disabilities Act
ADCMS	Advanced Digital Construction Management Systems
ADIP	Airport Data and Information Portal
ADS-B	Automatic Dependent Surveillance-Broadcast
A/E	Architectural and Engineering
AFF	Aqueous Film Forming Foam
AGIS	Airports Geographic Information System
AIP	Airport Improvement Program
AIPP	Airport Investment Partnership Program
ALCMS	Airfield Lighting Control and Monitoring System
ALP	Airport Layout Plan
ALS	Approach Lighting System
ALSF	Approach Lighting System with Sequenced Flashing Lights
AMK	FAA Enterprise Services Center
ANG	Air National Guard
AOA	Air Operations Area or Airport Operating Areas
AOS	Aircraft Operational Surface
APP	FAA Office of Airports Planning and Programming
ARFF	Aircraft Rescue and Firefighting
ARP	FAA Office of Airports
AS	Alaska Supplemental
ASDE-X	Airport Surface Detection Equipment, Model X
ASOS	Automated Surface Observing System
ASRID	Airport Safety and Resilient Infrastructure Discretionary Program
ASSC	Airport Surface Surveillance Capability
ASV	Annual Service Volume
ATC	Air Traffic Control
ATCT	Air Traffic Control Tower

Acronym	Meaning
ATO	FAA Air Traffic Organization
Avgas	Aviation Gasoline
AWOS	Automated Weather Observing Systems
BCA	Benefit Cost Analysis
BIDS	Baggage Information Display System
CAP	Cost Allocation Plan
CAT	Category
CatEX	Categorical Exclusion
CBP	Customs and Border Protection
CDM	Collaborative Decision-Making
CDS	Congressionally Directed Spending
CFR	Code of Federal Regulations
CIP	Capital Improvement Plan
CMAR	Construction Manager at Risk
CMP	Construction Management Plan
CNEL	Community Noise Exposure Level
CNSW	Communications, Navigation, Surveillance, and Weather Equipment
CPA	Continuous Power Airport
CPF	Community Project Funding
CSPP	Construction Safety and Phasing Plan
dB	Decibel
DBE	Disadvantaged Business Enterprise
DEVS	Driver's Enhanced Vision System
DNL	Day-Night Average Sound Level
DOT	Department of Transportation
DYAASI	Don Young Alaska Aviation Safety Initiative
E&O	Errors and Omissions
E/G	Engine Generator
EA	Environmental Assessment
EDD	Explosive Detection Devices
EDS	Explosive Detection Systems
EIS	Environmental Impact Statement
EMAS	Engineered Materials Arresting System
EMP	Energy Management Plan
EMS	Environmental Management System
EOC	Emergency Operations Center
F3	Fluorine-Free Foam
FAA	Federal Aviation Administration
FBI	Federal Bureau of Investigation
FBO	Fixed-Base Operator
FCT	FAA Contract Tower
FEMA	Federal Emergency Management Agency
FIDS	Flight Information Display System
FIS	Federal Inspection Services
FLIRS	Forward Looking Infrared System

Acronym	Meaning
FMV	Fair Market Value
FOD	Foreign Object and Debris
FONSI	Finding of No Significant Impact
FRN	Federal Register Notice
FSA	Federal Staging Area
FSD	Federal Security Director
FY	Fiscal Year
GA	General Aviation
GAO	Government Accountability Office
GMP	Guaranteed Maximum Price
GS	Glide Slope
HIRL	High Intensity Runway Lights
HVAC	Heating, Ventilation, and Air Conditioning
IAP	Instrument Approach Procedure
ICAP	Indirect Cost Allocation Plan
IDP	Integrated Project Delivery
IFE	Independent Fee Estimate
IFP	Instrument Flight Procedure
IFR	Instrument Flight Rules
ILS	Instrument Landing System
IPD	Integrated Project Delivery
IPERIA	Improper Payments Elimination and Recovery Improvement Act
ISB	Federal Incident Support Bases
JO	Joint Order
LAHSO	Land and Hold Short Operations
LED	Light Emitting Diode
LEED	Leadership in Energy and Environmental Design
LOC	Localizer
LOI	Letter of Intent
LPV	Localizer Performance with Vertical Guidance
MALS	Medium Intensity Approach Lighting System
MALSF	Medium Intensity Approach Lighting System with Sequenced Flashing Lights
MALSR	Medium Intensity Approach Lighting System and Runway Alignment Indicator Lights
MAP	Military Airport Program
MEL	Minimum Equipment List
MOA	Memorandum of Agreement
MOS	Modification of Standards
MOU	Memorandum of Understanding
MPO	Metropolitan Planning Organization
MTDC	Modified Total Direct Cost
NA	Not Authorized
NAS	National Airspace System
NAVAID	Navigational Aid or Navigation Aid
NCP	Noise Compatibility Program

Acronym	Meaning
NEA	Noise, Energy, and Accessibility
NEM	Noise Exposure Map
NEPA	National Environmental Protection Act
NOFO	Notice of Funding Opportunity
NPIAS	National Plan of Integrated Airport Systems
NSC	Non-Standard Condition
NTP	Notice to Proceed
OAP	Obstacle Action Plan
OEI	One Engine Inoperative
OFA	Object Free Area
OFZ	Obstacle Free Zone
OIG	Office of the Inspector General
OMB	Office of Management and Budget
P.L.	Public Law
PAPI	Precision Approach Path Indicator
PBB	Passenger Boarding Bridges
PCI	Pavement Condition Index
PCR	Pavement Condition Rating
PERADA	FAA Form 5100-109, Airport Improvement Program Project Evaluation Review and Development Analysis
PFAS	Per- and Polyfluoroalkyl Substances
PFC	Passenger Facility Charge
PGL	Program Guidance Letter
PIM	Service Center Non-Federal Program Implementation Manager
P.L.	Public Law
PLA	Project Labor Agreement
PMP	Pavement Management Program
PO Date	Purchase Order Date
PoP	Period of Performance
PPE	Personal Protective Equipment
RA	Reimbursable Agreement
RDC	Runway Design Code
REILs	Runway End Identification Lights
RIM	Runway Incursion Mitigation
RIWS	Runway Incursion Warning System
RNAV	Area Navigation
ROD	Record of Decision
R-PGL	Reauthorization Program Guidance Letter
RPZ	Runway Protection Zone
RSA	Runway Safety Area
RSAT	Runway Safety Action Team
RT	Remote Tower
RTC	Remote Tower Center
RVR	Runway Visual Range
RVZ	Runway Visibility Zone

Acronym	Meaning
SA	State Apportionment
SAF	Small Airport Fund
SAI	Surface Awareness Initiative
SALOI	Small Airport Letter of Intent
SAT	Site Acceptance Testing
SCBA	Self-Contained Breathing Apparatus
SBGP	State Block Grant Program
SDA	System Design Approval
SF	Standard Form
SI	State Insular
SIDA	Security Identification Display Areas
SIP	Sound Insulation Program
SMGCS	Surface Movement Guidance and Control System
SMS	Safety Management System
SOP	Airports Standard Operating Procedure
SOW	Scope of Work
SRE	Snow Removal Equipment
SRM	Safety Risk Management
SRMP	Safety Risk Management Panel
TERPS	Terminal Instrument Procedures
TFDM	Terminal Flight Data Manager
TSA	Transportation Security Administration
U.S.C.	United States Code
USAF	United States Air Force
VALE	Voluntary Airport Low Emission Program
VASI	Visual Approach Slope Indicators
VMAT	Vehicle Movement Area Transmitter
VWOS	Visual Weather Observation Systems
WHA	Wildlife Hazard Assessment
WHMP	Wildlife Hazard Management Plan
WMSCR	Weather Messaging Switching Center Replacement
ZEV	Zero Emissions Vehicle



1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29

APPENDIX B - AIRCRAFT OPERATIONAL SURFACES

TABLE OF CONTENTS

Appendix B - Aircraft Operational Surfaces	B-1
B-1. Overview	B-3
B-2. General Eligibility and Justification	B-3
B-2.1. Eligibility Criteria	B-3
B-2.2. Justification Requirements	B-3
B-2.2.1. Scope & Allowable Costs	B-5
B-2.2.2. Useful Life	B-5
B-2.2.2.1. Relevant Guidance For All AOS Projects	B-6
B-2.2.2.2. Excluded Work For All AOS Projects	B-7
B-2.2.2.3. State Highway Standards For Certain AOS Projects	B-7
B-3. Eligible Runway Projects (Including Sea Lanes and Helipads)	B-7
B-3.1. Overview	B-8
B-3.2. Eligibility and Justification	B-9
B-4. Eligible Taxiway Projects (Including Taxi Channels)	B-16
B-4.1. Overview	B-16
B-4.2. Eligibility and Justification	B-16
B-5. Aprons (Including Ramps, Pads, and Docks)	B-20
B-5.1. Overview	B-20
B-5.2. Eligibility and Justification	B-21
B-6. Taxilanes	B-23
B-6.1. Overview	B-23
B-6.2. Eligibility and Justification	B-23
B-7. Related Projects	B-26

30

31 **LIST OF TABLES**

32 Table B-2.1. General Eligibility Requirements For AOS ProjectsB-3

33 Table B-2.2. General Justification Requirements For AOS Projects.....B-3

34 Table B-2.3. Specific Justification Exceptions For AOS ProjectsB-4

35 Table B-2.4. General Scope Of Work – Allowable Costs.....B-5

36 Table B-2.5. Minimum Useful Life Requirements For AOS Projects.....B-6

37 Table B-3.1. RunwaysB-8

38 Table B-3.2. Optional Runway Project Elements.....B-8

39 Table B-3.3. Runway Eligibility And JustificationB-9

40 Table B-3.4. Eligible Runway Projects.....B-9

41 Table B-4.1. Optional Taxiway Project ElementsB-16

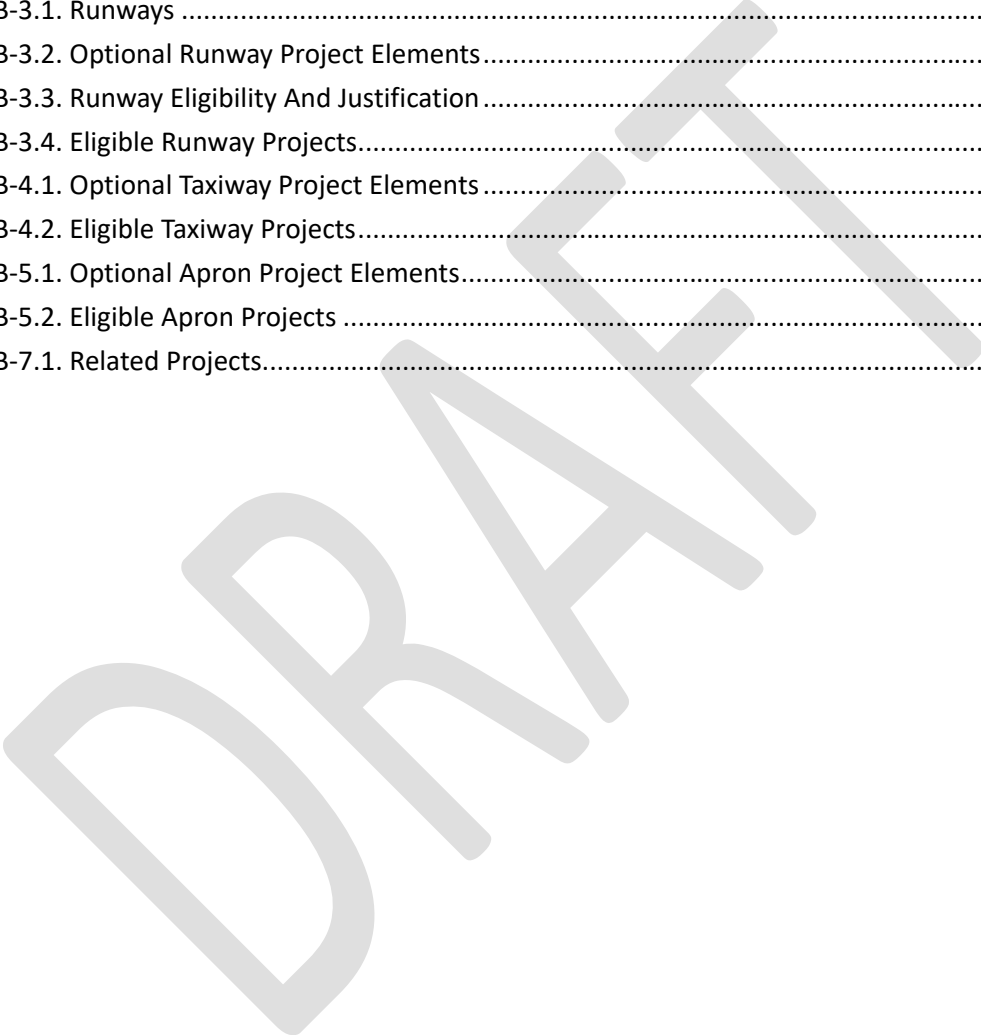
42 Table B-4.2. Eligible Taxiway Projects.....B-16

43 Table B-5.1. Optional Apron Project Elements.....B-20

44 Table B-5.2. Eligible Apron ProjectsB-21

45 Table B-7.1. Related Projects.....B-27

46



47 **B-1. OVERVIEW**

48 Aircraft Operational Surfaces (AOS) include runways, taxiways, aprons, and taxilanes at airports,
 49 heliports, and seaplane bases. This appendix contains information on different types of AOS projects.
 50 Criteria in [Section B-2](#). apply to all types of AOS projects. Criteria relevant for specific types of AOS
 51 projects are included in their own subsections of this appendix.

52 **B-2. GENERAL ELIGIBILITY AND JUSTIFICATION**

53 See: 49 U.S.C. §§ [47101\(a\)\(2\)](#), [47101\(a\)\(12\)](#), [47101\(f\)](#), [47102\(2\)](#), [47102\(3\)\(A\)](#), [47102\(3\)\(B\)](#), [47102\(3\)\(H\)](#),
 54 [47102\(3\)\(V\)](#), [47102\(3\)\(X\)](#), [47102\(3\)\(Y\)](#), [47103](#), [47105\(c\)](#), [47105\(e\)](#), [47106\(a\)\(7\)](#), and [47114\(d\)\(4\)](#)

55 See also: [FAA Reauthorization Act of 2024 \(P.L. 118-63\)](#), [Sections 342, 702, 733, and 752](#)

56 For eligibility and justification requirements applicable to all projects funded with AIP, see [Chapter 2](#),
 57 [Eligibility & Justification](#).

58 **B-2.1. ELIGIBILITY CRITERIA**

59 **TABLE B-2.1. GENERAL ELIGIBILITY REQUIREMENTS FOR AOS PROJECTS**

Item	Description
Ownership & Operator	The AOS must be available to the public (nonexclusive) and not transferred to a third-party for exclusive use.* An airport sponsor may have an entity manage an AIP-funded facility on its behalf, including a leasehold, provided it is publicly available and not for the exclusive use of that, or other, entities. An apron, taxiway, or taxilane is not considered exclusive use if it serves more than one aeronautical facility (e.g., taxilane providing access from or to a hangar complex). If an apron, taxiway or taxilane serves only one aeronautical facility, then the AOS is eligible if the facility is nonexclusive.
Location	The surface must be on airport property and depicted on the latest FAA-approved ALP.
Function	The surface must support landing and takeoff or aircraft movement to or from aeronautical facilities.
Scope	The project must be necessary to support safe aircraft operations on the airfield and meet FAA-prescribed standards.

60 *Examples of revenue producing facilities transferred to a third-party for exclusive use include an AIP-
 61 funded ramp to a fixed base operator (FBO) or an AIP-funded taxiway or taxilane for the use of a private
 62 operator.

63 **B-2.2. JUSTIFICATION REQUIREMENTS**

64 **TABLE B-2.2. GENERAL JUSTIFICATION REQUIREMENTS FOR AOS PROJECTS**

Item	Description
Objectives	<ul style="list-style-type: none"> ▪ The project must achieve at least one of the congressionally directed priorities: <ul style="list-style-type: none"> ○ accommodate capacity; ○ achieve compliance with standards; or ○ address safety determinations; ▪ There must be an actual need, within the prescribed timeframe, for the project; and ▪ Only the elements required to obtain the full benefit of the project are included in the scope.
Activity Levels	Determined by critical aircraft with regular use on the AOS, based on Advisory Circular (AC) 150/5000-17, Critical Aircraft and Regular Use Determination .
Dimensions & Materials	<p>Must align with standards in the applicable ACs unless a deviation is allowed. Deviations may be allowed if the project receives a modification to standards (MOS) approval.</p> <p>Increased dimensions must be justified separately from the AOS project or excluded, unless an exception in Table B-2.3 applies.</p>
Useful Life	Must meet useful life thresholds (see Section B-2.2.2).

65 **TABLE B-2.3. SPECIFIC JUSTIFICATION EXCEPTIONS FOR AOS PROJECTS**

Exception	Description
Military Use	The FAA may not require reduced runway, taxiway, or apron dimensions when the surface is public-use and directly supports a base of the U.S. Air Force (USAF) or the Air National Guard (ANG), regardless of whether military aircraft are stationed at the airfield.
Alaska Runways	Reconstruction, rehabilitation, and maintenance for runway projects are eligible without dimension justification. Expansion is allowed if supporting critical health needs of a community, remote fuel deliveries, and firefighting response. Justification is still required for expansion projects.
Future Use Commitments	New construction of certain runway and taxiway development may be justified with credible written commitments from civil users that commit to begin operations within 5 years of project justification. Commitments must specify aircraft type, number of operations, and commitment exclusivity.
Alaska Lease Lots	<p>Per Section 733(b) of the FAA Reauthorization Act of 2024 (P.L. 118-63), an Alaska sponsor may perform basic lease lot site preparatory work in conjunction with a concurrent AIP-eligible development project if:</p> <ul style="list-style-type: none"> ▪ The proposed lease lot work is in the direct vicinity of the AIP-funded project;

Exception	Description
	<ul style="list-style-type: none"> ▪ The sponsor demonstrates that the lease lot is necessary to accommodate aeronautical need and will directly benefit airport operations, safety, or capacity; and ▪ The sponsor addresses the specific issues related to lack of building materials and / or the unreasonable costs of procuring, transporting, and placing the materials. <p>The portion of AIP funds allocated to the lease lot expansion must be proportional to the cost of its role in supporting the concurrent AIP project, as determined by the ARP Field Office.</p>

66 B-2.2.1. SCOPE & ALLOWABLE COSTS

67 Projects must align with the actual operational needs of the airport and not exceed the scope or
 68 quantities identified. The project’s scope must contain only the elements that are required to obtain the
 69 full benefit of the project.

70 The following costs may be eligible as part of an AOS project when the ARP Field Office confirms the
 71 project’s scope can be justified:

72 **TABLE B-2.4. GENERAL SCOPE OF WORK – ALLOWABLE COSTS**

Cost	Project Scope Is Allowable If
Exceeding Justified Dimensions / Specifications	<p>An airport may construct, reconstruct, expand, extend, strengthen, shift or realign an AOS to dimensions and specifications exceeding justification provided additional costs:</p> <ul style="list-style-type: none"> ▪ Are excluded from the Federally funded portion of the eligible project, or ▪ May be funded with AIP if the project meets the exception criteria in Table B-2.3.
Pavement Removal	<p>Justification for the removal of pavement exceeding dimensions can be included under an eligible AOS project only when it involves a safety deficiency determination or correcting non-standard geometry. Examples include fulfilling safety grading requirements or maintaining wing-tip clearance separations for the critical aircraft in accordance with FAA prescribed standards. Including pavement removal in a project scope requires ARP Field Office concurrence.</p>
Pavement in Front of Eligible Buildings	<p>Apron, taxiway, or taxilane pavement in front of nonexclusive use aeronautical facilities is eligible. For any other facilities, the 50 feet of apron, taxilane, or taxiway pavement in front of the facility is considered part of the building. The ARP Field Office may reduce the 50-foot requirement for an eligible AOS project under 49 U.S.C. § 47110(b)(1)(A), but only when design standard constraints exist.</p>

73 B-2.2.2. USEFUL LIFE

74 [Chapter 2](#) discusses minimum useful life requirements applicable to all AIP-funded projects.
 75 One component of the minimum useful life requirement for a facility being reconstructed is that the
 76 facility must no longer be operational or maintainable, while rehabilitation must extend the useful
 77 life. [Chapter 2, Section 2-3.2., Minimum Useful Life](#), provides details on what factors the ARP Field
 78 Office must evaluate if the facility has not achieved its minimum useful life.

79 [Table B-2.5.](#) includes specific minimum useful life requirements applicable to all eligible AOS projects
 80 after new construction. Useful life begins on the date that the first AOS construction grant is executed
 81 for the initial construction effort. The useful life thresholds apply regardless of Pavement Condition
 82 Index (PCI) or engineering analysis. However, the PCI may be used to help determine the appropriate
 83 level of effort. A PCI below 70 (fair) is an indication for rehabilitation, and a PCI below 55 (poor) is an
 84 indication for reconstruction.

85 **TABLE B-2.5. MINIMUM USEFUL LIFE REQUIREMENTS FOR AOS PROJECTS**

Surface Type / Activity	Reconstruction	Rehabilitation	Routine Work
Hard Surfaces (asphalt, concrete, or waterway)	20 years	10 years	3 years
Non-Paved Surfaces (gravel or turf)	10 years	5 years	1 year
Runway Grooving / Porous Friction Course	10 years	Not Eligible	Not Eligible

86 **B-2.2.2.1. RELEVANT GUIDANCE FOR ALL AOS PROJECTS**

87 For prerequisites applicable to all projects funded with AIP, see [Chapter 3, Prerequisites](#).

88 Relevant ACs and Orders include, but are not limited to, the current version of:

- 89 ▪ [FAA Order 5090.5, Formulation of the National Plan of Integrated Airport Systems \(NPIAS\) and](#)
 90 ▪ [the Airports Capital Improvement Plan \(ACIP\);](#)
- 91 ▪ [FAA Order 5300.1, Modifications to Agency Airport Design, Construction, and Equipment](#)
 92 ▪ [Standards;](#)
- 93 ▪ [FAA JO 7110.65, Air Traffic Control;](#)
- 94 ▪ [AC 150/5000-17, Critical Aircraft and Regular Use Determination;](#)
- 95 ▪ [AC 150/5060-5, Airport Capacity and Delay;](#)
- 96 ▪ [AC 150/5100-13, Development of State Aviation Standards for Airport Pavement Construction;](#)
- 97 ▪ [AC 150/5200-30, Airport Field Condition Assessments and Winter Operations Safety;](#)
- 98 ▪ [AC 150/5300-13, Airport Design;](#)
- 99 ▪ [AC 150/5320-6, Airport Pavement Design and Evaluation;](#)
- 100 ▪ [AC 150/5325-4, Runway Length Requirements for Airport Design;](#)
- 101 ▪ [AC 150/5390-2, Heliport Design;](#)
- 102 ▪ [AC 150/5395-1, Seaplane Bases;](#) and

- 103 ▪ [Engineering Brief No. 105, Vertiport Design, Supplemental Guidance to Advisory Circular](#)
104 [150/5390-2D, Heliport Design.](#)

105 See the [AC checklist](#) for a list of the latest version of ACs applicable to AIP-funded projects.

106 B-2.2.2.2. EXCLUDED WORK FOR ALL AOS PROJECTS

107 Excluded work and costs are not eligible. The following costs are not eligible as part of an AOS project:

- 108 ▪ Certain projects at unclassified airports (see [Chapter 2](#));
- 109 ▪ Third-party instrument flight procedures (see [Chapter 2](#));
- 110 ▪ AOS within 50 feet in front of ineligible buildings. The ARP Field Office may reduce the 50-foot
111 requirement for an eligible AOS project under [49 U.S.C. § 47110\(b\)\(1\)\(A\)](#), but only when design
112 standard constraints exist;
- 113 ▪ Routine work at Large, Medium, and Small hub airports;
- 114 ▪ Upkeep (e.g., applying herbicide, mowing, sweeping, and repairing damages);
- 115 ▪ Re-installing, replacing, or reconstructing fueling infrastructure or lighting that does not impede
116 a project or can be protected in place, reused, or reinstalled;
- 117 ▪ Any level of effort not necessary for the AOS's purpose (e.g., fire hydrants or catchment
118 systems); and
- 119 ▪ Airport surface detection systems.

120 B-2.2.2.3. STATE HIGHWAY STANDARDS FOR CERTAIN AOS PROJECTS

121 State highway standards for AOS pavement projects may be used provided all of the following are met:

- 122 ▪ The AOS project must be at a nonprimary airport serving aircraft that do not exceed 60,000 pounds
123 gross weight;
 - 124 ▪ The state highway standards must be for the state in which the airport is located;
 - 125 ▪ MOS have been approved by the FAA;
 - 126 ▪ The FAA determines safety will not be negatively impacted; and
 - 127 ▪ Current aircraft operations do not expect changes to the critical aircraft that would require the
128 AOS pavement to support more than 60,000 pounds gross weight during the project's useful life.

129 Funding for AOS projects at airports eligible to use state highway standards is limited as follows:

- 130 ▪ Nonprimary, noncommercial service airports may only use general aviation apportionments
131 (sometimes referred to as entitlements) and state apportionments, or
- 132 ▪ Nonprimary commercial service airports may only use nonprimary commercial service
133 apportionments.

134 The life of the pavement, with necessary maintenance and upkeep, must not be shorter than it would be
135 if constructed using FAA standards with a useful life expectancy of 20 years.

136 B-3. ELIGIBLE RUNWAY PROJECTS (INCLUDING SEA LANES AND HELIPADS)

137 **B-3.1. OVERVIEW**

138 For the purposes of this appendix, a runway is an area of land or water used or intended for the landing
 139 and taking off of aircraft. This includes land-based runways, sea lanes, and helipads. Runways may be
 140 asphalt, concrete, turf, gravel, or water.

141 **TABLE B-3.1. RUNWAYS**

Runway	Description
Primary	The primary area for the landing and taking off of aircraft.
Crosswind	Provides additional access to an airport when all weather coverage on the primary runway is less than 95 percent for the regular use of critical aircraft.
Capacity	Provides additional efficient access to an airport for operational throughput capacity purposes; may or may not be parallel to the primary runway.
Secondary	Meets the need for a specific operational purpose, such as a non-paved operating surface or noise abatement. Only applicable in rare situations and requires coordination with the ARP Field Office and ARP Headquarters.
Additional	A runway other than the primary that does not meet the requirements to serve as a capacity or crosswind runway.

142 A primary runway may be shifted or realigned to meet standards or to address a documented safety
 143 finding or determination. In such cases, the newly constructed, realigned, or shifted runway may be
 144 designated as the primary runway, and the original surface may be decommissioned as a runway, if the
 145 original pavement is not removed due to a safety deficiency determination or correcting non-standard
 146 geometry, unless a capacity or crosswind runway with existing dimensions is justified to remain in place.

147 When an airport has a helipad and/or a sea lane in addition to its primary land-based runway, the
 148 helipad and/or sea lane may be eligible but cannot be declared or considered a primary AOS.

149 **TABLE B-3.2. OPTIONAL RUNWAY PROJECT ELEMENTS**

Element	Description
In-pavement Centerline Lighting	May be included when the ARP Field Office determines in-pavement centerline lighting is eligible and justified for the runway (see Appendix F, Lighting, Signage & Markings). Cannot be included as part of a routine work project.
Temporary Designation of Taxiway as a Runway	Eligible when the ARP Field Office determines the temporary runway is necessary to maintain critical access during a major runway project. The ARP Field Office must coordinate with other impacted lines of business. The FAA Flight Procedures Office will only develop temporary procedures when the project duration is more than one year. If a project duration is less than one year, the sponsor may implement temporary procedures by a third-party provider at their own expense.

150 B-3.2. ELIGIBILITY AND JUSTIFICATION

151 TABLE B-3.3. RUNWAY ELIGIBILITY AND JUSTIFICATION

Runway Type	Eligible	Justification
Primary	Yes	Every airport has only one primary runway.
Crosswind	Yes	For the first crosswind, the all-weather wind coverage on the primary runway is less than 95%, and there is regular use by the runway design code (RDC) of aircraft needing wind coverage. A second crosswind runway may be justified when the first crosswind runway exceeds 60% of its annual service volume (ASV) during crosswind operating conditions or when ARP Headquarters determines an operational need.
Legacy Crosswind	Yes	An exception in 49 U.S.C. § 47102 allows rehabilitation or reconstruction on a legacy crosswind runway that is reflected on the latest approved ALP (and has received prior AIP funding) when the primary runway has sufficient wind coverage, and / or the legacy crosswind runway lacks regular use. The RDC for the legacy crosswind runway is AI / BI small. A legacy crosswind runway is not justified if there is an existing crosswind runway that is needed for wind coverage.
Capacity	Yes	This runway is not needed for crosswind coverage. Operations demand on the primary runway exceeds 60% of its ASV. Multiple capacity runways are justified when combined operations on an airport’s existing primary and capacity runways exceed 60% of the aggregate, combined ASV.
Secondary	Yes	The ARP Field Office, in coordination with ARP Headquarters, determines there is a specific operational need for the runway with substantiated regular use that has a gravel, turf, or water runway surface, and / or as a preferred noise abatement runway in a 14 CFR Part 150 approved Noise Compatibility Plan. ARP Headquarters determines there is a specific operational need for the runway with substantiated regular use (e.g., efficient separation of fast and slow aircraft operations).
Additional Runway	No	An additional runway is any runway that does not meet the criteria for primary, crosswind, legacy crosswind, capacity, or secondary types. AIP funds cannot be used for projects on additional runways. Backup runways are categorized as additional runways.

152 For scope of work requirements applicable to all AIP-funded projects, see [Chapter 2](#). For scope of work 153 requirements applicable to AOS projects, see [Section B-2.2.1](#).

154 TABLE B-3.4. ELIGIBLE RUNWAY PROJECTS

Project Type	Justification	Additional Requirements and Considerations	Excluded Work
<p>Construct Runway</p> <p><i>Unit of Measure: Length and Width in Feet</i></p>	<p>A new runway (primary, crosswind, capacity, or secondary) to meet a justified capacity or operational need.</p>	<p>Projects include full foundational construction (subgrade, subbase, drainage if applicable, bases, surface); signage and markings; lighting (if justified); shoulders and blast pads if required.</p> <p>For sea lanes runways, full-depth dredging; contouring and reshaping shorelines; removing underwater obstructions; adding non-revenue producing docks or piers; constructing new turning basins.</p> <p>Both design and as-built aeronautical surveys are required, unless runway approaches remain visual and departure procedures are not authorized "NA".</p>	<p>Unmarked sea lanes that cannot be protected under 14 CFR Part 77.</p>
<p>Extend / Expand Runway</p> <p><i>Unit of Measure: Length and Width in Feet</i></p>	<p>Increased runway (primary, crosswind, capacity, or secondary) in length and / or width to meet aircraft payload needs and / or increase operational throughput capacity.</p>	<p>Projects include new construction; partial reuse of existing pavement; reconstruct or rehabilitate existing pavement as needed; drainage; lighting (if justified); signage and markings; shoulders and blast pads if required.</p> <p>For sea lanes, dredging to establish new alignment; shoreline contouring; removing underwater obstructions; regrading existing areas; adding non-revenue docks or piers; constructing new turn basins.</p> <p>Both design and as-built aeronautical surveys are</p>	<p>Unmarked sea lanes that cannot be protected under 14 CFR Part 77.</p>

Project Type	Justification	Additional Requirements and Considerations	Excluded Work
		<p>required, unless runway approaches remain visual and departure procedures are not authorized “NA”.</p>	
<p>Strengthen Runway <i>Unit of Measure: Length and Width in Feet</i></p>	<p>Increased pavement strength is needed for heavier critical aircraft or increased use.</p>	<p>Projects include layering; soil stabilization; subsurface mitigation; rehabilitation or reconstruction of adjacent AOS; lighting (if justified); shoulders and blast pads if required.</p> <p>May include adding pavement thickness.</p> <p>An aeronautical survey may be required if the threshold exceeds the elevation threshold. If an aeronautical survey is required, it must include both design and as-built surveys, unless runway approaches remain visual and departure procedures are not authorized “NA”.</p>	<p>Turf, gravel, or sea lanes.</p>
<p>Shift Runway <i>Unit of Measure: Shift in Feet</i></p>	<p>Moves a runway laterally to meet a safety, capacity, or an operational need.</p> <p>If more than 30% of a shifted runway consists of new pavement, the useful life restarts.</p>	<p>Projects include total pavement structure; partial reuse of existing pavement; reconstruct or rehabilitate existing pavement as needed; drainage; lighting (if justified); signage and markings. Shoulders and blast pads if required.</p> <p>May require new runway designators if the shift changes the runway’s orientation.</p> <p>May include removal of pavement (see Table B-2.4.).</p> <p>A sea lane may include full depth dredging; contouring of adjacent shorelines;</p>	<p>Unmarked sea lanes that cannot be protected under 14 CFR Part 77.</p>

Project Type	Justification	Additional Requirements and Considerations	Excluded Work
		<p>removing obstructions at and below the surface inhibiting the AOS areas.</p> <p>Both design and as-built aeronautical surveys are required, unless runway approaches remain visual and departure procedures are not authorized “NA”.</p>	
<p>Realign Runway <i>Unit of Measure: Degrees of Realignment</i></p>	<p>Rotates a runway’s orientation to satisfy a documented safety deficiency or recommendation or meet a capacity or operational need.</p> <p>If more than 30% of a realigned runway consists of new pavement, the useful life restarts.</p>	<p>Projects include new foundational construction; partial reconstruction or rehabilitation; removal of old pavement; drainage; lighting (if justified); signage and markings. Shoulders and blast pads if required.</p> <p>May include removal of pavement (see Table B-2.4.).</p> <p>Requires new runway designators.</p> <p>A sea lane may include full depth dredging; contouring of adjacent shorelines; removing obstructions at and below the surface inhibiting the AOS areas.</p> <p>Both design and as-built aeronautical surveys are required, unless runway approaches remain visual and departure procedures are not authorized “NA”.</p>	<p>Unmarked sea lanes that cannot be protected under 14 CFR Part 77.</p>
<p>Reconstruct Runway <i>Unit of Measure: Length in Feet</i></p>	<p>Needed to restore a runway’s full structural and operational functionality.</p> <p>If more than 30% of a runway is</p>	<p>Projects include full-depth replacement; subgrade or base reconstruction; shoulders if required; drainage; lighting, signage and marking replacement. Shoulders and blast pads if required.</p>	<p>Unmarked sea lanes that cannot be protected under 14 CFR Part 77.</p>

Project Type	Justification	Additional Requirements and Considerations	Excluded Work
	<p>reconstructed, the useful life restarts.</p> <p>Full reconstruction of the primary runway only can be conducted at its existing length if it is within 120% of the runway length needed by the critical aircraft unless an exception in Table B-2.3 is applicable.</p>	<p>May include removing the existing pavement down to the subgrade, replacing the base, and then repaving.</p> <p>May also include replacing concrete panels for the full length of the runway.</p> <p>Runway lighting may be replaced if the existing lighting system cannot be protected in place or reused.</p> <p>For gravel or turf runways, the project may include full structural regrading of the landing surface.</p> <p>For sea lanes, may include turning basins, replacing identification markers, barriers, and buoys, full depth dredging, and related infrastructure to support operations on water. Adjacent shoreline contouring.</p> <p>An aeronautical survey may be required if the threshold exceeds the elevation threshold. If an aeronautical survey is required, it must include both design and as-built surveys, unless runway approaches remain visual and departure procedures are not authorized "NA".</p>	
<p>Rehabilitate Runway</p> <p><i>Unit of Measure: Length in Feet or Number of Panels</i></p>	<p>Needed to extend the useful life of a runway when the structure remains functional.</p> <p>Rehabilitation is appropriate if less than 30% of a runway</p>	<p>Projects include milling and overlays, white topping, and select concrete panels or section replacements of all or a portion of the runway when the existing runway base structure is still sound.</p>	<p>Unmarked sea lanes that cannot be protected under 14 CFR Part 77.</p>

Project Type	Justification	Additional Requirements and Considerations	Excluded Work
	<p>requires full depth or panel replacement.</p> <p>For sea lanes, rehabilitation is appropriate if less than 30% of the existing sea lane structure requires replacement or restoration.</p> <p>Full rehabilitation of the primary runway only can be conducted at its existing length if within 120% of the runway length needed by the critical aircraft unless an exception in Table B-2.3 is applicable.</p>	<p>Shoulders and blast pads if required.</p> <p>For gravel or turf runways, the project may include surface regrading such as reseeded, adding gravel (not full replacement), etc.</p> <p>For sea lanes, scope may include turning basins, dredging, refurbishing or clearing sea lanes and turning basins, replacing markers, barriers, and buoys.</p> <p>An aeronautical survey may be required if the threshold exceeds the elevation threshold. If an aeronautical survey is required, it must include both design and as-built surveys, unless runway approaches remain visual and departure procedures are not authorized "NA".</p>	
<p>Runway Routine Work (Reseal or Surface Treat)</p> <p>Unit of Measure: <i>Length in Feet</i></p>	<p>Needed to preserve the useful life of a runway at a Nonhub or nonprimary airport.</p> <p>Alaska Only: Crack sealing can be conducted annually at Part 139 certificated airports in Alaska if approved by the ARP Field Office.</p>	<p>Projects include the cleaning, filling, and sealing of longitudinal and transverse cracks on a periodic basis.</p> <p>For paved runways, may include crack repairs, joint filling and sealing, or seal coats.</p> <p>For gravel or turf runways, may include dust suppressant treatments for existing gravel runways and filling and resurfacing holes or other divots on turf surfaces.</p> <p>For sea lanes, may include relocating select</p>	<p>Projects at Large, Medium, or Small hub airports.</p> <p>In-pavement centerline lighting.</p> <p>Not applicable to seaplane docks or piers.</p>

Project Type	Justification	Additional Requirements and Considerations	Excluded Work
		<p>identification markers, barriers, or buoys to proper positions, cleaning shorelines adjacent to the existing AOS, and surface debris removal.</p>	
<p>Install or Replace Runway Grooving / Porous Friction Course</p> <p><i>Unit of Measure: Treatment Type</i></p>	<p>Needed to satisfy a documented safety deficiency or recommendation on a designated paved primary or capacity runway.</p> <p>Projects at non-commercial service airports require documented climatic conditions and turbofan, turbojet, and turboprop traffic.</p> <p>Initial installation can be a stand-alone project or can be included as part of a project on the runway.</p> <p>Replacement of runway grooving / porous friction course eligible after 10 years and no longer functional.</p>	<p>Projects include cutting or forming grooves; friction course application intended to aid the stopping of jets on contaminated runways.</p>	<p>Runways not serving jet traffic.</p> <p>Not applicable to gravel, turf, and sea lanes.</p> <p>Aeronautical survey.</p>
<p>Runway Surface Condition Sensors (As Part of an Eligible Runway Project)</p>	<p>Needed to collect and report data impacting runway use on a designated paved primary or capacity runway.</p> <p>Projects at non-commercial service airports require documented climatic</p>	<p>Projects include acquisition and installation of in-pavement sensors intended to enhance safety by monitoring surface conditions and transmit data indicating the timing of chemical applications and other treatments.</p> <p>Data must be owned, operated, and transmitted</p>	<p>Data transmission systems.</p> <p>Stand-alone projects.</p> <p>Not applicable to sea lanes.</p> <p>Aeronautical survey.</p>

Project Type	Justification	Additional Requirements and Considerations	Excluded Work
	<p>conditions and jet traffic.</p> <p>The useful life of the runway project includes the sensors.</p>	<p>directly to airport operators for primary use, but may be shared with airport users as needed.</p>	

155 **B-4. ELIGIBLE TAXIWAY PROJECTS (INCLUDING TAXI CHANNELS)**

156 **B-4.1. OVERVIEW**

157 For the purposes of this appendix, a taxiway is an appurtenant area used for aircraft movement between
 158 AOS surfaces. Taxiways may be asphalt, concrete, turf, gravel, or water. There are several different types
 159 of taxiways and taxiway-related infrastructure, such as parallel taxiways, entrance taxiways, bypass
 160 taxiways, exit or high speed taxiways, crossover, connector, or transverse taxiways, holding bays,
 161 turnaround taxiways, apron taxiways, end around taxiways, taxi channels, and runways converted into
 162 taxiways. Taxiways are defined and described in [AC 150/5300-13, Airport Design](#).

163 **TABLE B-4.1. OPTIONAL TAXIWAY PROJECT ELEMENTS**

Element	Description
In-Pavement Centerline Lighting	<p>May be included when the FAA Field Office determines in-pavement centerline lighting is eligible and justified for the taxiway (see Appendix F, Lighting, Signage & Markings).</p> <p>Cannot be included as part of a routine work project.</p>

164 **B-4.2. ELIGIBILITY AND JUSTIFICATION**

165 Taxiway projects follow the general eligibility and justification requirements detailed in [Section B-2](#).

166 **TABLE B-4.2. ELIGIBLE TAXIWAY PROJECTS**

Project Type	Justification	Additional Requirements and Considerations	Excluded Work
Construct Taxiway <i>Unit of Measure: Length and Width in Feet</i>	<p>A new taxiway to meet a justified safety, capacity, or operational need.</p> <p>Construct high speed exit(s) to achieve an average runway</p>	<p>Projects include full foundational construction (subgrade, subbase, drainage if applicable, bases, surface); shoulders if required; signage and marking; lighting (if justified); shoulders if required.</p>	

Project Type	Justification	Additional Requirements and Considerations	Excluded Work
	<p>occupancy time per FAA JO 7110.65.</p>	<p>Must connect to an eligible AOS.</p> <p>May include a new holding bay. Run-up apron areas can be co-located with holding bays with the appropriate safety measures.</p> <p>For seaplane taxi channels, full depth dredging; contouring and reshaping shorelines; removing underwater obstructions; constructing new turning basins.</p>	
<p>Extend / Expand Taxiway</p> <p><i>Unit of Measure: Length and Width in Feet</i></p>	<p>Increased taxiway length and / or width to meet operational needs.</p>	<p>Projects include new pavement; reconstruction or rehabilitation of existing pavement as needed; lighting (if justified), signage and markings; shoulders if required.</p> <p>May include continuing an existing taxiway to reach another runway-taxiway connector, extending a partial parallel taxiway to a runway threshold, extending a partial parallel taxiway to an apron, as well as expanding the existing taxiway and adding a new holding bay or expanding an existing holding bay.</p> <p>For seaplane taxi channels, dredging to establish new alignment; shoreline contouring; removing underwater obstructions; regrading existing areas; adding non-revenue docks or piers.</p>	

Project Type	Justification	Additional Requirements and Considerations	Excluded Work
<p>Strengthen Taxiway <i>Unit of Measure: Length and Width in Feet</i></p>	<p>Increased pavement strength is needed for heavier critical aircraft or increased use.</p>	<p>Projects include layering; soil stabilization; subsurface mitigation; rehabilitation or reconstruction of the existing AOS; shoulders if required.</p>	<p>Not applicable to turf, gravel, or waterway taxiways.</p>
<p>Shift Taxiway <i>Unit of Measure: Shift in Feet</i></p>	<p>Moves a taxiway laterally to meet safety, standards, capacity, or operational needs.</p> <p>If more than 30% of a shifted taxiway consists of new pavement, the useful life restarts.</p> <p>Shift location of a high speed exit(s) to achieve an average runway occupancy time per FAA JO 7110.65.</p>	<p>Projects include total pavement structure; partial reuse of existing pavement; reconstruct or rehabilitate existing pavement as needed; lighting (if justified); signage and markings. Shoulders if required.</p> <p>May include removal of pavement (see Table B-2.4).</p> <p>For seaplane taxi channels, may include full depth dredging; contouring of adjacent shorelines; removing obstructions at and below the surface inhibiting the AOS areas; relocation of existing non-revenue producing structures.</p>	<p>If relocating a taxiway, the existing taxiway cannot be retained.</p>
<p>Realign Taxiway <i>Unit of Measure: Degrees of Realignment</i></p>	<p>Rotates taxiway orientation to correct geometry, satisfy a documented safety deficiency or recommendation, address capacity, or meet operational need.</p> <p>If more than 30% of a realigned taxiway consists of new pavement, the useful life restarts.</p> <p>Realign location of a high speed exit(s) to</p>	<p>Projects include new foundational construction; partial reconstruction or rehabilitation; lighting (if justified); signage and markings; shoulders if required.</p> <p>May include removal of pavement (see Table B-2.4).</p> <p>For seaplane taxi channels, may include full depth dredging; contouring of adjacent shorelines; removing obstructions at and below the surface inhibiting the AOS areas;</p>	

Project Type	Justification	Additional Requirements and Considerations	Excluded Work
	<p>achieve an average runway occupancy time per FAA JO 7110.65.</p>	<p>relocation of existing non-revenue producing structures.</p>	
<p>Reconstruct Taxiway <i>Unit of Measure:</i> <i>Length in Feet</i></p>	<p>Needed to restore a taxiway’s full structural and operational functionality.</p> <p>If more than 30% of a reconstructed taxiway requires full depth replacement, the useful life restarts.</p>	<p>Projects include full depth replacement; subgrade or base reconstruction; drainage; signage and marking replacement. Shoulders if required.</p> <p>May include removing the existing taxiway down to the subgrade, replacing the base, and then repaving.</p> <p>May include replacing concrete panels for the full length of the taxiway.</p> <p>Taxiway lighting may be replaced if the existing lighting system cannot be protected in place or reused.</p> <p>For seaplane taxi channels, may include taxi channels or lanes, replacing identification markers, barriers, and buoys, full depth dredging, and related infrastructure to support operations on water. Adjacent shoreline contouring.</p>	
<p>Rehabilitate Taxiway <i>Unit of Measure:</i> <i>Length in Feet or Number of Panels</i></p>	<p>Needed to extend the useful life of a taxiway when the structure remains functional.</p> <p>Rehabilitation is appropriate if less than 30% of a taxiway requires full depth or panel replacement.</p>	<p>Projects include milling and overlays, partial depth repairs, surface treatments, lighting upgrades. Shoulders if required.</p> <p>For seaplane taxi channels, full or partial dredging of the existing sea channel, rehabilitating or restoring select identification markers,</p>	

Project Type	Justification	Additional Requirements and Considerations	Excluded Work
	For seaplane taxi channels, rehabilitation is appropriate if less than 30% of the existing taxi channel structure requires replacement or restoration.	barriers, and buoys, limited contouring of shorelines adjacent to the existing sea channel, and removing all surface hazards.	
<p>Taxiway Routine Work (Reseal or Surface Treat)</p> <p><i>Unit of Measure:</i> <i>Length in Feet</i></p>	Needed to preserve the useful life of a taxiway at a Nonhub or nonprimary airport.	<p>Project includes the cleaning, filling, and sealing of longitudinal and transverse cracks on a periodic basis.</p> <p>For paved taxiways, may include crack repairs, joint filling and sealing, or seal coats.</p> <p>For gravel or turf taxiways, may include dust suppressant treatments for existing gravel taxiways and filling and resurfacing holes or other divots on turf surfaces.</p>	<p>Projects at Large, Medium, or Small hub airports.</p> <p>In-pavement centerline lighting.</p> <p>Seaplane taxi channels.</p>

167 **B-5. APRONS (INCLUDING RAMPS, PADS, AND DOCKS)**

168 **B-5.1. OVERVIEW**

169 For the purposes of this appendix, an apron is an appurtenant area designated for nonexclusive, public-
 170 use aeronautical purposes, including aircraft parking, passenger and cargo loading and unloading,
 171 fueling, maintenance, run-ups, seaplane docking, and anchorage. Aprons may be asphalt, concrete, turf,
 172 gravel, or water. There are several different types of aprons and apron-related infrastructure, such as
 173 hangar aprons, general aviation aprons, passenger terminal aprons, cargo aprons, maintenance aprons,
 174 remote or remain overnight aprons, run up aprons, helicopter parking positions, seaplane anchorages,
 175 seaplane docks, seaplane ramps, fueling aprons, and deicing aprons. Aprons are defined and described
 176 in [AC 150/5300-13, Airport Design](#).

177 In limited circumstances, the costs associated with the following may be included as part of an eligible
 178 apron project.

179 **TABLE B-5.1. OPTIONAL APRON PROJECT ELEMENTS**

Element	Description
Fuel Farm Utility Lines and Associated Infrastructure	<p>May be included when:</p> <ul style="list-style-type: none"> It is the initial installation of fuel farm lines and associated infrastructure supporting a sponsor-owned fuel farm under an apron; The majority of the apron serves a purpose other than the fuel farm; There are no alternative locations for installing the fueling related infrastructure; and Only the portions of the fueling related infrastructure under the apron are included in the project.
Aircraft Fueling Facilities	The necessary costs associated with aircraft fueling facilities adjacent to a terminal apron (these are not fuel farms) under the terminal apron.
Aircraft Fuel Lines and Pits	The incidental cost of installing aircraft fuel lines and pits as part of an aircraft apron project is an allowable cost. The costs must be prorated to include only the portion of the lines and pits physically under the AIP-funded apron project. The requirements for including ineligible or non-AIP funded work in the contract outlined in Chapter 3, Section 3-6.2.4. must be met.
Compass Calibration	An area dedicated to compass calibration activities with appropriate materials (non-magnetic), signage, and markings. If the apron’s primary purpose is for compass calibration, see Appendix G, NAVAIDs.

180 B-5.2. ELIGIBILITY AND JUSTIFICATION

181 Apron projects follow the general eligibility and justification requirements detailed in [Section B-2.](#)

182 **TABLE B-5.2. ELIGIBLE APRON PROJECTS**

Project Type	Justification	Additional Requirements and Considerations	Excluded Work
Construct Apron <i>Unit of Measure:</i> <i>Square Yards</i>	A new apron is needed to meet a capacity or standards need.	<p>Projects include full foundational construction (subgrade, subbase, base, surface); required markings; lighting (edge or flood lighting); tiedown areas; drainage.</p> <p>A new access ramp or apron for a seaplane base.</p>	
Expand Apron <i>Unit of Measure:</i> <i>Square Yards</i>	Increased apron area is needed to meet operational needs.	Projects include constructing new pavement; reconstructing or rehabilitating existing	

Project Type	Justification	Additional Requirements and Considerations	Excluded Work
		<p>pavement as needed to tie in; expand aircraft parking or maneuvering areas.</p> <p>Expand an existing apron or access ramp at a seaplane base by adding to the number of existing docks or anchorages and adding gangways to support additional areas.</p>	
<p>Strengthen Apron <i>Unit of Measure: Square Yards</i></p>	<p>Increase pavement strength for heavier critical aircraft or increased use.</p> <p>Asphalt / concrete only.</p>	<p>Projects include layering; soil stabilization; subsurface mitigation; rehabilitation or reconstruction of existing apron.</p>	
<p>Reconstruct Apron <i>Unit of Measure: Square Yards</i></p>	<p>Needed to restore an apron's full structural and operational functionality.</p> <p>If more than 30% of a reconstructed apron requires full depth replacement, the useful life restarts.</p>	<p>Projects include full depth replacement; subgrade or base reconstruction; drainage; markings replacement.</p> <p>Reconstruct access ramp(s) or docks at a seaplane base, which may include adjacent shoreline contouring.</p>	
<p>Rehabilitate Apron <i>Unit of Measure: Square Yards</i></p>	<p>Needed to extend the useful life of an apron when the structure remains functional.</p> <p>Rehabilitation is appropriate if less than 30% of an apron requires full depth or panel replacement.</p> <p>For seaplane base access ramps or aprons, rehabilitation is appropriate if less than 30% of the existing structure</p>	<p>Projects include mill and overlay; white topping; select panel or section replacements; partial depth repairs; markings.</p> <p>Rehabilitate an existing access ramp or apron for a seaplane base. Completing work necessary to replace or restore decking, floats, anchors, or brackets comprising up to 30% of the existing structure. Limited contouring of adjacent shorelines.</p>	

Project Type	Justification	Additional Requirements and Considerations	Excluded Work
	requires replacement or restoration.		
<p>Routine Apron Work (Reseal or Surface Treat)</p> <p><i>Unit of Measure:</i> <i>Square Yards</i></p>	<p>Needed to preserve the useful life of an apron at a Nonhub or nonprimary airport.</p>	<p>Projects include cleaning, filling, and sealing of longitudinal and transverse cracks on a periodic basis.</p> <p>For paved aprons, may include crack repairs, joint filling and sealing, or seal coats.</p> <p>For gravel or turf aprons, may include dust suppressant treatments for existing gravel aprons and filling and resurfacing holes or other divots on turf surfaces.</p>	<p>Projects at Large, Medium, or Small hub airports.</p> <p>Not applicable to access ramps or aprons at seaplane bases.</p>

183 **B-6. TAXILANES**

184 **B-6.1. OVERVIEW**

185 For the purposes of this appendix, a taxilane provides a path for aircraft to access taxiways and aprons
 186 from areas that are nonexclusive, public-use. Taxilanes may be asphalt, concrete, turf, gravel, or water.
 187 There are several different types of taxilanes, such as hangar taxilanes, apron taxilanes, and multi-use
 188 taxilanes. Taxilanes are defined and described in [AC 150/5300-13, Airport Design](#).

189 **B-6.2. ELIGIBILITY AND JUSTIFICATION**

190 Taxilane projects follow the general eligibility and justification requirements detailed in [Section B-2](#) when
 191 not associated with the construction of a new eligible building.

192 Costs associated with the construction of a new taxilane, when constructing a new eligible building, must
 193 follow the building funding rules when the taxilane is necessary to achieve the full benefit of the
 194 building. See [Appendix L, Revenue Producing](#), for additional information when constructing a new
 195 hangar building. Costs associated with routine work, rehabilitation, and reconstruction of a taxilane
 196 associated with an eligible building or with more than one aeronautical facility follow AOS funding rules
 197 detailed in [Section B-2](#).

198 Costs associated with strengthening, shifting, or realigning a taxilane must be justified through another
 199 eligible project.

200 No costs associated with taxilane projects outside these categories may be justified.

201 **TABLE B-6.2. ELIGIBLE TAXILANE PROJECTS**

Project Type	Eligibility	Additional Requirements and Considerations	Excluded Work
<p>Construct Taxilane <i>Unit of Measure: Length and Width in Feet</i></p>	<p>A new taxilane is needed to meet a safety, capacity, or standards need.</p>	<p>Projects include full foundational construction (subgrade, subbase, drainage if applicable, base, surface); shoulders if required; required markings and signage; drainage.</p> <p>For seaplane bases, full depth dredging; contouring or reshaping shorelines; removing underwater obstructions.</p>	<p>Lighting.</p>
<p>Extend / Expand Taxilane <i>Unit of Measure: Length and Width in Feet</i></p>	<p>Increased taxilane length and / or width is needed to meet current standards.</p>	<p>Projects include construction of new pavement; reconstruction or rehabilitation of existing pavement as needed to tie in; markings.</p> <p>For seaplane bases, dredging to establish new alignment; shoreline contouring; removing underwater obstructions; regrading existing areas.</p>	
<p>Strengthen Taxilane <i>Unit of Measure: Length and Width in Feet</i></p>	<p>Increased pavement strength if needed for heavier critical aircraft or increased use.</p>	<p>Projects include layering, soil stabilization, and subsurface mitigation.</p>	
<p>Shift Taxilane <i>Unit of Measure: Length and Width in Feet</i></p>	<p>Move the taxilane laterally when the taxilane impedes another eligible project (funded under that project’s overall development objective) or when required to meet separation standards</p>	<p>Projects may include total pavement structure; partial reuse of existing pavement.</p> <p>May include removal of pavement (see Table B-2.4.).</p> <p>For seaplane bases, may include full depth dredging; contouring of adjacent shorelines; removing obstructions at and below</p>	

Project Type	Eligibility	Additional Requirements and Considerations	Excluded Work
	<p>based on regular use of the critical aircraft.</p> <p>If more than 30% of a shifted taxilane consists of new pavement, the useful life restarts.</p>	<p>the surface inhibiting the AOS areas; relocation of existing non-revenue producing structures.</p>	
<p>Realign Taxilane</p> <p><i>Unit of Measure: Degrees of Realignment</i></p>	<p>Reconfigure or rotate the taxilane alignment because the taxilane impedes another eligible project (funded under that project's overall development objective) or to meet separation standards based on regular use of the critical aircraft.</p> <p>If more than 30% of a realigned taxilane consists of new pavement, the useful life restarts.</p>	<p>Projects include new foundational construction; partial reconstruction / rehab; removal of old pavement.</p> <p>May include removal of pavement (see Table B-2.4.).</p> <p>For seaplane bases, may include full depth dredging; contouring of adjacent shorelines; removing obstructions at and below the surface inhibiting the AOS areas; relocation of existing non-revenue producing structures.</p>	
<p>Reconstruct Taxilane</p> <p><i>Unit of Measure: Length and Width in Feet</i></p>	<p>Restore a taxilane's full structural and operational functionality.</p> <p>If more than 30% of a reconstructed taxilane requires full depth replacement, the useful life restarts.</p>	<p>Full depth replacement; subgrade or base reconstruction; shoulders if required; paving; drainage; markings replacement.</p> <p>If there is existing lighting, not funded by AIP, that cannot be protected or reused, the lighting may be reconstructed using primary or nonprimary entitlements and / or state apportionment funding. Costs to reinstall lighting may be funded using primary or nonprimary entitlements and / or state apportionment funding.</p>	

Project Type	Eligibility	Additional Requirements and Considerations	Excluded Work
		For seaplane bases, full depth dredging; contouring / reshaping shorelines; removing underwater obstructions.	
<p>Rehabilitate Taxilane <i>Unit of Measure: Length in Feet or Number of Panels</i></p>	<p>Needed to extend the useful life of a taxilane when the structure remains functional.</p> <p>Rehabilitation is appropriate if less than 30% of a taxilane requires full depth or panel replacement.</p> <p>For seaplane bases, rehabilitation is appropriate if less than 30% of existing channel structure requires replacement or restoration.</p>	<p>Projects include milling and overlays, white topping, and select concrete panels or section replacements on all or a part of the taxilane when the existing taxilane base structure is still sound.</p> <p>For seaplane bases, scope may include dredging, refurbishing, or clearing the existing sea channel and replacing markers, barriers, and buoys.</p>	
<p>Taxilane Routine Work (Reseal or Surface Treat) <i>Unit of Measure: Length in Feet</i></p>	<p>Needed to preserve the useful life of a taxilane at a Nonhub or nonprimary airport.</p>	<p>Routine work is the cleaning, filling, and sealing of longitudinal and transverse cracks on a periodic basis.</p> <p>For paved taxilanes, may include crack repairs, joint filling and sealing, or seal coats.</p> <p>For gravel or turf taxilanes, may include dust suppressant treatments for existing gravel taxilanes and filling and resurfacing holes or other divots on turf surfaces.</p>	<p>Projects at Large, Medium, or Small hub airports.</p>

202 **B-7. RELATED PROJECTS**

203 The following projects are not eligible as stand-alone AOS projects; however, references to related
 204 projects that may be eligible under a different appendix are provided as applicable. In many cases,

205 efforts may be included as part of the AOS overall development objective if they are necessary and
 206 related work to complete the project and the work meets the requirements in [FAA Order 5090.5](#).

207 **TABLE B-7.1. RELATED PROJECTS**

Project Type	When Scope of Work Includes	See Appendix
Access and Service Roads	Internal service and perimeter roads	C, Airfield Infrastructure
	Security-related perimeter service roads under Part 1542	M, Security
Airfield	Airfield drainage or erosion control measures	C, Airfield Infrastructure
	Airfield equipment	
	Obstruction removal and mitigation	
Aprons	Deicing	D, Environmental & Energy
	Electric aircraft infrastructure	J, Pilot Programs
	Fuel farms	L, Revenue Producing
	Wash racks	
Equipment	Friction measuring and foreign object and debris	C, Airfield Infrastructure
	Navigation aids and weather equipment	G, NAVAIDs
Fueling	Snow removal equipment fueling infrastructure in Alaska	E, Equipment & Facilities
	Fuel farms	L, Revenue Producing
Lighting	Obstruction mitigation and removal	C, Airfield Infrastructure
	Airfield lighting	F, Lighting, Signage & Markings
	Approach lighting systems	G, NAVAIDs
	Lighting required by an airport's 1542 Plan	M, Security
Markings and Signage	Markings	F, Lighting, Signage & Markings
	Signage	

Project Type	When Scope of Work Includes	See Appendix
Runways	Engineered Material Arresting System (EMAS)	C, Airfield Infrastructure
	Runway Safety Area (RSA) improvements	
	Runway obstruction survey	K, Planning
	Aeronautical surveys for instrument flight procedures	

208

DRAFT



1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22

APPENDIX C – AIRFIELD INFRASTRUCTURE

TABLE OF CONTENTS

Appendix C – Airfield infrastructure	C-1
C-1. Overview	C-3
C-2. General Eligibility and Justification	C-3
C-2.1. Eligibility Criteria	C-3
C-2.2. Justification Requirements	C-4
C-2.2.1. Scope & Allowable Costs	C-4
C-2.2.2. Useful Life	C-4
C-3. Operational Safety Areas	C-5
C-3.1. Justification Requirements	C-5
C-3.2. EMAS Evaluation Criteria	C-10
C-4. Air Operations Areas	C-10
C-4.1. Justification Requirements	C-11
C-5. Wildlife Hazard Mitigation Areas	C-17
C-5.1. Justification Requirements	C-18
C-6. Airfield Protection Boundary Areas	C-19
C-6.1. Justification Requirements	C-19
C-6.2. Land Requirements and Considerations	C-21
C-7. Related Airfield Infrastructure Projects	C-23

LIST OF TABLES

Table C-1.1. Airfield Infrastructure Areas	C-3
Table C-2.1. Eligibility Requirements For Airfield Infrastructure Projects	C-3
Table C-2.2. Justification Requirements For Airfield Infrastructure Projects	C-4
Table C-3.1. Eligible Operational Safety Areas Projects	C-5
Table C-4.1. Eligible Air Operations Projects	C-11
Table C-5.1. Eligible Wildlife Hazard Mitigation Projects	C-18
Table C-6.1. Eligible Airfield Protection Boundary Projects	C-19
Table C-6.2. Additional Requirements For Land Transactions	C-21

32 Table C-7.1. Related Projects.....C-23
33

DRAFT

34 **C-1. OVERVIEW**

35 Airfield infrastructure projects improve or enhance operational safety at the airport. These projects
 36 ensure aircraft operational surfaces (AOS) remain protected from obstructions, hazards, and
 37 incompatible land uses which could impede their utility or preclude future airport development.

38 This appendix contains information on different types of airfield infrastructure projects. [Table C-1.](#)
 39 categorizes airfield infrastructure projects into four areas.

40 **TABLE C-1.1. AIRFIELD INFRASTRUCTURE AREAS**

Area Type	Description	Details
Operational Safety	Projects that improve or enhance the safety of operations, particularly related to runways.	C-3.
Air Operations	Projects that help with the condition of and access to the air operation area (AOA).	C-4.
Wildlife Hazard Mitigation	Projects that mitigate or prevent wildlife hazards.	C-5.
Airfield Boundary Protection	Projects that mitigate or prevent wildlife hazards.	C-6.

41 **C-2. GENERAL ELIGIBILITY AND JUSTIFICATION**

42 See: 49 U.S.C. §§ [47102\(3\)\(B\)](#), [47107\(a\)\(9\)](#), [47107\(a\)\(10\)](#), [47107\(c\)\(1\)](#), [47110\(b\)\(4\)](#), and [47144](#)

43 See also: [42 U.S.C. § 4601 et seq.](#), [49 CFR Part 24](#), and [14 CFR Part 77](#)

44 For eligibility and justification requirements applicable to all projects funded with AIP, see [Chapter 2,](#)
 45 [Eligibility & Justification.](#)

46 **C-2.1. ELIGIBILITY CRITERIA**

47 **TABLE C-2.1. ELIGIBILITY REQUIREMENTS FOR AIRFIELD INFRASTRUCTURE PROJECTS**

Item	Description
Ownership & Operator	Equipment and facilities must be owned and operated by the airport sponsor.
Location	On Airport - Project must be on airport property and depicted on the latest FAA-approved ALP or exclusively operated on airport, or Off Airport - Sponsor must possess the necessary rights and powers to carry out the project.
AOS	If the project is associated with an aircraft operational surface (AOS), the AOS must be eligible.

Item	Description
Function	The project must support landing and takeoff or aircraft movement to or from aeronautical facilities.
Scope	The project must be necessary to support safe aircraft operations and meet FAA-prescribed standards.

48 C-2.2. JUSTIFICATION REQUIREMENTS

49 [Table C-2.2.](#) includes general justification requirements for airfield infrastructure projects. Certain
 50 projects require additional coordination, may have scope of work limitations, and/or useful life criteria
 51 that must be met. These are discussed in Sections [C-3](#), [C-4](#), [C-5](#), and [C-6](#).

52 **TABLE C-2.2. JUSTIFICATION REQUIREMENTS FOR AIRFIELD INFRASTRUCTURE PROJECTS**

Item	Description
Objectives	<ul style="list-style-type: none"> ▪ The project must achieve at least one of the congressionally directed priorities: <ul style="list-style-type: none"> ○ accommodate capacity; ○ achieve compliance with standards; or ○ address safety determinations; and ▪ There is an actual need for the project and a timeframe for the need; and ▪ Only the elements required to obtain the full benefit of the project are included in the scope.

53 C-2.2.1. SCOPE & ALLOWABLE COSTS

54 Projects must align with the actual operational needs of the airport and not exceed the scope or
 55 quantities identified. The project’s scope must contain only the elements that are required to obtain the
 56 full benefit of the project.

57 FAA flight inspections, when required by the Air Traffic Organization (ATO), are allowable in accordance
 58 with [Chapter 2, Section 2-3.6.6.6.1, Flight Inspection costs](#).

59 C-2.2.2. USEFUL LIFE

60 [Chapter 2](#) discusses minimum useful life requirements applicable to all AIP-funded projects. One
 61 component of the minimum useful life requirement for equipment or a facility being reconstructed is
 62 that the equipment or facility must no longer be operational or maintainable, while rehabilitation must
 63 extend the useful life. [Chapter 2, Section 2-3.2](#), provides additional details on what factors the ARP Field
 64 Office must evaluate once the equipment or facility has not achieved its minimum useful life.

65 Tables [C-3.1.](#), [C-4.1.](#), [C-5.1.](#), and [C-6.1.](#) include specific minimum useful life requirements applicable to
 66 airfield infrastructure projects.

67 **C-3. OPERATIONAL SAFETY AREAS**

68 Projects, activities, and actions that prevent runway incursions are essential to ensure the safe operation
 69 of the airport and airway system, because they serve to improve airport surface surveillance and
 70 mitigate surface safety risks. Projects in operational safety areas primarily focus on the safety of aircraft
 71 operations related to runways and taxiways.

72 [Table C-3.1](#) discusses the types of operational safety projects, along with justification, useful life,
 73 additional requirements and considerations, and exclusions. [See Appendix B, Aircraft Operational](#)
 74 [Surfaces \(AOS\)](#), for details on associated AOS projects.

75 Relevant Advisory Circulars (ACs) and Orders include, but are not limited to, the current version of:

- 76 [FAA Order 5100.37, Land Acquisition and Relocation Assistance for Airport Projects;](#)
- 77 [FAA Order 5200.8, Runway Safety Area Program;](#)
- 78 [FAA Order 8260.3, United States Standard for Terminal Instrument Procedures \(TERPS\);](#)
- 79 [AC 150/5100-17, Land Acquisition and Relocation Assistance for Airport Improvement Program](#)
 80 [Assisted Projects;](#)
- 81 [AC 150/5220-22, Engineered Materials Arresting Systems \(EMAS\) for Aircraft Overruns;](#)
- 82 [AC 70/7460-1, Obstruction Marking and Lighting;](#)
- 83 [AC 150/5300-13, Airport Design;](#)
- 84 [AC 150/5370-10, Standard Specifications for Construction of Airports;](#) and
- 85 [AC 120-91, Airport Obstacle Analysis.](#)

86 See the [AC checklist](#) for a list of the latest version of ACs applicable to AIP-funded projects.

87 **C-3.1. JUSTIFICATION REQUIREMENTS**

88 Certain projects require additional coordination, may have scope of work limitations, and/or useful life
 89 criteria that must be met.

90 **TABLE C-3.1. ELIGIBLE OPERATIONAL SAFETY AREAS PROJECTS**

Project Type	Justification and Useful Life	Additional Requirements and Considerations	Excluded Work
Runway Safety Area (RSA) <i>Construct, Extend, & Acquire Land</i> Unit of Measure: <i>Area of RSA or Parcel of Land Acquired</i>	Necessary to satisfy a documented safety deficiency or RSA determination.	Project may include land acquisition, grading, clearing, road relocation, fencing relocation, threshold relocation, Engineered Material Arresting System (EMAS) installation (when EMAS is not the only remediation), and removing, relocating, or mitigating other impediments	Routine work.

Project Type	Justification and Useful Life	Additional Requirements and Considerations	Excluded Work
		<p>necessary to meet the RSA determination findings.</p> <p>Land acquisition beyond the RSA dimensional standards is allowed if necessary to purchase a complete parcel of land.</p>	
<p>RSA Repairs</p> <p><i>Unit of Measure:</i> <i>Area within the RSA</i></p>	<p>The following must all be true:</p> <ul style="list-style-type: none"> ▪ The airport is a public-use, NPIAS airport; ▪ The RSA was damaged as a result of natural disaster; ▪ The airport was denied funding under the Robert T. Stafford Disaster Relief and Emergency Assistance Act with respect to the natural disaster; ▪ The airport sponsor has exhausted all legal remedies, including legal action against any parties (or insurers) whose action or inaction may have contributed to 	<p>Repair of an RSA damaged as a result of natural disaster needed to maintain compliance with FAA requirements related to RSAs.</p>	

Project Type	Justification and Useful Life	Additional Requirements and Considerations	Excluded Work
	<p>the need for the repair of the RSA;</p> <ul style="list-style-type: none"> ▪ There is still a demonstrated need to accommodate current or imminent aeronautical demand; and ▪ The cost of repairing or replacing, as determined by the FAA, is reasonable in relation to the anticipated operational benefit of repairing the RSA. 		
<p>EMAS <i>Construct, Reconstruct, & Rehabilitate</i> Unit of Measure: <i>Item Type</i></p>	<p>Necessary to satisfy a documented safety deficiency or RSA determination.</p> <p>For lid replacement, the threshold for rehabilitation of EMAS is limited to replacement of 30% or fewer lids. Replacing more than 30% of the lids is considered reconstruction.</p> <p>If costs are not covered by insurance, reconstruction is eligible after 20 years and the bed is no</p>	<p>See Section C-3.2, EMAS Evaluation Criteria.</p> <p>Rehabilitation may include replacing blocks or other components of the EMAS bed that have been damaged due to an accident, incident, or natural disaster.</p>	<p>Routine work.</p>

Project Type	Justification and Useful Life	Additional Requirements and Considerations	Excluded Work
	<p>longer functional or maintainable.</p> <p>If costs are not covered by insurance, rehabilitation is eligible after 10 years to extend the useful life.</p> <p>Rehabilitation to repair damaged components: The 14 CFR Part 139 inspector must concur with the scope of rehabilitation at Part 139 airports. The ARP Field Office must concur with the scope of rehabilitation at non-Part 139 airports.</p>		
<p>Airfield Safety Mitigation Measures <i>Construct, Acquire, & Install</i></p> <p>Unit of Measure: <i>Item Type or Area of Pavement Constructed or Removed</i></p>	<p>Needed to satisfy a documented safety deficiency, a runway incursion mitigation measure, hot spot mitigation, or runway safety action team (RSAT) recommendation.</p> <p>An ALP update with narrative is required to support the scope of work for projects without a documented safety deficiency, which must document meeting standards or achieving an equivalent or improved level of safety.</p>	<p>Projects may include removal of pavement to cure a safety deficiency or work related to clearing an AOS safety and object free area(s), installation of runway guard lights or airfield geometry modification of multiple AOSs.</p> <p>Dimensions must be based on the needs of the critical aircraft for the AOS.</p> <p>AIP funds to purchase unmanned aircraft detection and mitigation systems will become available once the equipment is successfully tested and certified, permitted, or authorized. Until then, these systems are not eligible for AIP funding.</p>	

Project Type	Justification and Useful Life	Additional Requirements and Considerations	Excluded Work
<p>Obstacle Removal, Including Hazards</p> <p><i>Lower, Remove, & Relocate</i></p> <p>Unit of Measure: <i>Item Type</i></p>	<p>Needed to address an identified obstacle determined to be a hazard to air navigation by the ARP Field Office (on airport) or by the ATO (off-airport).</p> <p>Hazards may be identified by a Part 139 violation or by an airspace study.</p>	<p>Project may include lowering, removing, or relocating nonconformance obstacles to airport design standards such as the obstacle free zone (OFZ), approach and departure surfaces, and United States Standard for Terminal Instrument Procedures (TERPS). This also applies to other obstacles encroaching on standards like the object free area (OFA), the runway visibility zone (RVZ), and others.</p> <p>Although lowering / topping the same vegetation multiple times is typically not eligible, it may be necessary to address vegetation in environmentally sensitive areas more than once to protect approaches and prevent obstructions under 14 CFR Part 77. Eligibility of these situations must be evaluated on a case-by-case basis.</p> <p>Equipment to lower or remove persistent vegetation may be acquired on a case-by-case basis as part of an obstruction removal project if approved by the ARP Field Office. See Table 2-3.2 for equipment useful life.</p>	<p>Redevelopment in connection with obstacle removal is not eligible, unless required by court ordered mitigation.</p>
<p>Obstruction Mitigation</p> <p><i>Mark & Light</i></p>	<p>Needed to mitigate an obstruction that penetrates 14 CFR Part 77 surfaces.</p>	<p>Projects may include marking or lighting of the identified obstructions.</p>	

Project Type	Justification and Useful Life	Additional Requirements and Considerations	Excluded Work
Unit of Measure: <i>Item Type</i>			
Land & Avigation Easements <i>Acquire</i> Unit of Measure: <i>Area of Rights Acquired</i>	<p>Necessary to protect a runway approach and departure from incompatible land use and obstacles, including hazards.</p> <p>Necessary to control land use on property within a Runway Protection Zone (RPZ).</p> <p>Project must be supported by ALP update.</p>	<p>Acquire land, in fee simple or avigation easement rights, necessary to protect airspace needed for the landing or taking off of aircraft or prevent incompatible land uses.</p> <p>Acquisition of property rights must adhere to the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as well as 49 CFR Part 24.</p>	

C-3.2. EMAS EVALUATION CRITERIA

92 EMAS proposals shall be evaluated based on the following criteria:

93 Proposals demonstrating, through design, that they can meet the requirements for a
 94 standard EMAS (70 knot stopping capability for the design aircraft) will take precedence
 95 over proposals that do not demonstrate that they can meet the requirements for a
 96 standard EMAS.

97 If all the proposals are unable to demonstrate that they can meet the requirements for a standard EMAS,
 98 but still demonstrate that they can meet the requirements for a non-standard EMAS (minimum of 40
 99 knot stopping capability for the design aircraft), the sponsor must apply the following rating method for
 100 relative importance for these primary categories:

- 101 ▪ Stopping capability of aircraft within the fleet mix (50% weighting);
- 102 ▪ Cost of the bed (40% weighting);
- 103 ▪ Maintenance requirements and costs of the bed annually over the design life (5% weighting);
- 104 and
- 105 ▪ Other unique local conditions, such as severe occurrences of jet blast and environmental and
- 106 operational impact of the EMAS footprint (5% weighting).

C-4. AIR OPERATIONS AREAS

108 Projects within the air operations area primarily support the safe and efficient operation of runways,
 109 taxiways, and associated safety areas. These projects must be related to aeronautical use and necessary
 110 to maintain compliance with applicable FAA standards, advisory circulars, and safety requirements.

111 Projects, activities, and actions that prevent runway incursions are essential to ensuring the safe
 112 operation of the airport and airway system, because they serve to improve airport surface surveillance
 113 and mitigate surface safety risks. Projects in operational safety areas primarily focus on the safety of
 114 aircraft operations related to runways and taxiways.

115 Relevant ACs and Orders include, but are not limited to, the current version of:

- 116 ▪ [AC 150/5220-26, Airport Ground Vehicle Automatic Dependent Surveillance – Broadcast \(ADS-B\)](#)
 117 [Out Squitter Equipment](#);
- 118 ▪ [AC 150/5210-19, Driver’s Enhanced Vision System \(DEVS\)](#);
- 119 ▪ [AC 150/5220-25, Airport Avian Radar Systems](#); and
- 120 ▪ [AC 150/5220-24, Foreign Object Debris Detection Equipment](#).

121 See the [AC checklist](#) for a list of the latest version of ACs applicable to AIP-funded projects.

122 **C-4.1. JUSTIFICATION REQUIREMENTS**

123 Certain projects require additional coordination, may have scope of work limitations, and/or useful life
 124 criteria that must be met.

125 Extended warranties are not allowable for any equipment acquisitions.

126 **TABLE C-4.1. ELIGIBLE AIR OPERATIONS PROJECTS**

Project Type	Justification and Useful Life	Additional Requirements and Considerations	Excluded Work
<p>Airport Drainage / Erosion Control</p> <p><i>Construct & Reconstruct</i></p> <p>Unit of Measure: <i>Linear Feet or Number of items</i></p>	<p>Necessary to meet standards or satisfy a safety deficiency.</p> <p>Engineering analysis assessing the conditions must document the drainage deficiency and recommend corrective action.</p> <p>Reconstruction after 20 years, and the system is also no longer functional or maintainable.</p>	<p>Projects may include installation of drainage structures (pipes, culverts, catch basins, underdrains, pump systems, dikes, drainage tiles, etc.), grading, constructing ditches, detention ponds or erosion control systems, constructing blast pads at the ends of runways to reduce erosive effects of jet blast and propeller wash, installing sod, adding rip-rap, installing geogrids, and shoreline strengthening.</p> <p>Project must serve eligible areas and facilities at the airport or be prorated if benefiting ineligible areas or facilities or if benefiting off-site entities.</p>	<p>Routine work, such as ditch cleaning or vegetation management.</p>

Project Type	Justification and Useful Life	Additional Requirements and Considerations	Excluded Work
		<p>For the construction of new facilities, drainage and erosion control costs are included as necessary costs of the development project.</p>	
<p>Friction Measuring Equipment <i>Acquire & Replace</i> Unit of Measure: <i>Number of Items</i></p>	<p>Necessary to meet standards or satisfy a safety deficiency.</p> <p>The airport must be commercial service, hold a Part 139 certificate and have scheduled turbo jet operations; other airports with documented climatic conditions and jet traffic.</p> <p>Replace after 10 years, and the equipment is no longer functional or maintainable.</p>	<p>Initial acquisition or replacement of equipment for testing runway surface friction and monitoring runway pavement surface conditions. Includes delivery and calibration.</p> <p>Must include a fully functional piece of friction measuring equipment.</p> <p>Friction measuring equipment generally requires towing by a vehicle, however, if the equipment is required to be towed, the vehicle is not AIP-eligible. The vehicle must be a designated sponsor-owned and operated vehicle.</p>	<p>Routine work.</p>
<p>Airfield Equipment – Driver Enhanced Vision Systems (DEVS) & Forward Looking Infrared System (FLIRS) <i>Acquire & Replace</i> Unit of Measure: <i>Number of Items</i></p>	<p>Necessary to meet standards or satisfy a safety deficiency.</p> <p>The airport must hold a Part 139 certificate with published operations below 1,200 feet visual range.</p> <p>Replace after 10 years, and the equipment is no longer functional or maintainable.</p>	<p>Initial acquisition or replacement of DEVS.</p> <p>Primary fire station that services the airfield can have DEVS on a maximum of two vehicles.</p> <p>One additional DEVS is allowable for each fire station that services the airfield beyond the first station.</p> <p>FLIRS is a component of DEVS. A stand-alone FLIRS is allowable for AIP-eligible ARFF vehicles if mounted in vehicle.</p>	<p>Routine work.</p>

Project Type	Justification and Useful Life	Additional Requirements and Considerations	Excluded Work
<p>Airfield Equipment – Vehicle Movement Area Transmitters (VMATs) <i>Acquire & Replace</i> Unit of Measure: <i>Number of Items</i></p>	<p>Necessary to meet standards or satisfy a safety deficiency.</p> <p>The airport must be equipped with airport surface detection equipment model X (ASDE-X), airport surface surveillance capability (ASSC), or a surface awareness initiative (SAI) system approved by the FAA’s ATO.</p> <p>Replace after 5 years and the equipment is no longer functional or maintainable.</p>	<p>Limited to installation in airport-owned, airport employee-operated vehicles that operate on pavements that are controlled by FAA Air Traffic Control (ATC).</p> <p>Equipment may only be acquired from FAA authorized manufacturers.</p> <p>Projects may include installation and commissioning services, including site acceptance testing (SAT) costs.</p>	<p>More than 200 VMATs. Routine work.</p>
<p>Airfield Equipment – Runway Incursion Warning Systems (RIWS) <i>Acquire & Replace</i> Unit of Measure: <i>Number of Items</i></p>	<p>Necessary to meet standards or satisfy a safety deficiency.</p> <p>Replace after 5 years and the equipment is no longer functional or maintainable.</p>	<p>Limited to installation in airport-owned, airport employee-operated vehicles that operate on the AOA.</p> <p>May be acquired to augment VMATs equipped vehicles or as stand-alone equipment.</p> <p>Project may include a stand-alone unit within a vehicle or used as an app on a smartphone.</p> <p>One-time RIWS hardware and software costs are eligible in the following scenarios:</p> <ul style="list-style-type: none"> ▪ Standalone RIWS hardware with integrated software, including installation costs, for use on an eligible vehicle; ▪ An airport-owned mobile device, including 	<p>Routine work.</p>

Project Type	Justification and Useful Life	Additional Requirements and Considerations	Excluded Work
		<p>hardware and RIWS software, to be used in connection with operating an eligible vehicle; or</p> <ul style="list-style-type: none"> ▪ RIWS software that is compatible with existing airport-owned hardware when used in connection with an eligible vehicle. 	
<p>Airfield Equipment – Foreign Object and Debris (FOD) Removal Equipment</p> <p><i>Acquire & Replace</i></p> <p>Unit of Measure: <i>Number of Items</i></p>	<p>Necessary to meet standards or satisfy a safety deficiency.</p> <p>The airport must hold a Part 139 certificate.</p> <p>Replace after 10 years, and the equipment is no longer functional or maintainable.</p>	<p>Limited to:</p> <ul style="list-style-type: none"> ▪ One power sweeper where primary areas are less than 500,000 square yards and where the airport’s annual operations level is 40,000 or less; or ▪ Two or more power sweepers where primary areas are 500,000 square yards or more, or where the airport’s annual operations level is more than 40,000. 	<p>Towed FOD sweepers are not considered eligible power sweepers.</p> <p>More than one FOD detection vehicle.</p> <p>Optional features that exceed FAA design standards for system output requirements on mobile systems.</p>
<p>Airfield Equipment – Foreign Object and Debris (FOD) Detection Equipment</p> <p><i>Acquire & Replace</i></p> <p>Unit of Measure: <i>Number of Items</i></p>	<p>Necessary to meet standards or satisfy a safety deficiency.</p> <p>Airport must be Large hub.</p> <p>The sponsor must provide supporting information for the selected runway, such as the number of aircraft operations per average 24-hour</p>	<p>An airport is eligible for either one fixed system for a single primary runway at the airport, or one mobile system, not both. Mobile FOD detection systems must be configured to provide real-time alerts, FOD identification, and FOD location to airport operations personnel.</p>	<p>Optional features that exceed FAA design standards for system output requirements.</p>

Project Type	Justification and Useful Life	Additional Requirements and Considerations	Excluded Work
	<p>period, percentage of wide body aircraft per day and overall diversity of fleet-mix using the runway, surface material and condition, climatic conditions at the airport, significant construction activity on or near the airfield, and available historical FOD data.</p> <p>Requires ARP Field Office Approval.</p> <p>Replace after 10 years, and the equipment is no longer functional or maintainable.</p>	<p>Project may also include the vehicle on which the equipment is mounted if the airport does not already own a suitable vehicle that can be converted to FOD detection system use.</p> <p>AIP participation is limited to 50% of the eligible items associated with the project at the normal Federal share.</p> <p>Reimbursement of administrative costs is limited to \$2,000.</p> <p>The system must be configured to provide real-time alerts, FOD identification, and FOD location to airport operations personnel.</p>	
<p>Airfield Equipment – Avian Radar Systems <i>Acquire & Replace</i> Unit of Measure: <i>Number of Items</i></p>	<p>Necessary to meet standards or satisfy a safety deficiency.</p> <p>The airport has a wildlife hazard management plan that has been accepted by the FAA.</p> <p>The airport has an ongoing bird harassment plan in place incorporating the recommendations for continued harassment by airport employees to reduce wildlife hazards.</p> <p>Replace after 10 years, and the equipment is</p>	<p>The project may include the radar equipment, antenna(s), and radar equipment acquisition and installation, and acquisition of the digital radar signal processor. The costs of a trial installation and a final operational installation are allowable.</p> <p>The sponsor must have a training plan in place that includes initial and yearly follow-up training on the proper use of radar readings, analysis, and interpretation.</p> <p>The sponsor must maintain data to evaluate the radar performance, including daily archives or radar recordings</p>	<p>Costs to modify existing office space to accommodate avian radar equipment, acquire a mobile trailer, and construct a permanent structure to support the avian radar equipment.</p>

Project Type	Justification and Useful Life	Additional Requirements and Considerations	Excluded Work
	<p>no longer functional or maintainable.</p>	<p>of birds tracked, related logs of birds harassed, hours in service, hours out of service, service and repair records, and updates to software or hardware. Data must be available for review by FAA upon request.</p> <p>If the airport holds a Part 139 certificate and has an Airport Certification Manual, the manual must include the requirements for operation and maintenance of the avian radar system, as well as requirements for analyzing the incoming data feeds, tracking the data, and acting on the data trends.</p>	
<p>Service Roads <i>Construct, Improve, Rehabilitate, & Reconstruct</i> Unit of Measure: <i>Length in Feet</i></p>	<p>Necessary to meet standards for airside access to an eligible facility or satisfy a safety deficiency.</p> <p>Paved Roads: Reconstruct after 20 years and the road is no longer functional or maintainable. Rehabilitation after 10 years to extend the useful life.</p> <p>Gravel Roads: Reconstruct after 10 years and the road is no longer functional or maintainable. Rehabilitation after 5 years to extend the useful life.</p> <p>Eligibility for new construction is tied to</p>	<p>Construction, improvements, rehabilitation, or reconstruction of a non-public service road used for airport operations. Provides a path for aircraft rescue and firefighting (ARFF) trucks, snow removal equipment (SRE) vehicles, airport and FAA vehicles, and ground service equipment to minimize operations in movement areas.</p> <p>The scope may include paving, grading, drainage, and signage.</p> <p>Improvements may extend an existing road to a new facility, strengthen the road to accommodate larger ARFF vehicles due to a change in index, or change the route of an existing road due to</p>	<p>Routine work.</p>

Project Type	Justification and Useful Life	Additional Requirements and Considerations	Excluded Work
	<p>the overall development objective and should be constructed with the project requiring the need for the service road.</p>	<p>airfield geometry requirements.</p> <p>The scope may include the construction of a temporary gravel road on either side of a fence during the construction of the fence.</p> <p>Service roads providing access for ARFF and SRE vehicles to the airfield are typically paved.</p> <p>Service roads providing access to navigational aids (NAVAIDs), power vaults, and other critical infrastructure for airport operations are typically gravel.</p> <p>Road width and strength must be appropriate for the intended operational vehicles.</p> <p>Reconstruction includes addressing pavement failure down to the base course or below. Gravel reconstruction may include regrading and replacing gravel as needed.</p>	

C-5. WILDLIFE HAZARD MITIGATION AREAS

127
128
129
130
131
132
133
134
135
136

Wildlife hazard mitigation area projects must reduce the risk of wildlife strikes, support compliance with applicable safety requirements, or implement measures identified in an FAA-accepted wildlife hazard management plan (WHMP). Projects must be related to aeronautical use and necessary to maintain compliance with FAA wildlife hazard management requirements or other safety standards. See [Appendix K, Planning](#), for planning project requirements for wildlife hazard mitigation.

Relevant ACs, but are not limited to the current version of:

- [AC 150/5200-33, Hazardous Wildlife Attractants on or near Airports](#), and
- [AC 150/5370-10, Standard Specifications for Construction of Airports](#).

See the [AC checklist](#) for a list of the latest version of ACs applicable to AIP-funded projects.

137 C-5.1. JUSTIFICATION REQUIREMENTS

138 Certain projects require additional coordination, may have scope of work limitations, and/or useful life
 139 criteria that must be met.

140 **TABLE C-5.1. ELIGIBLE WILDLIFE HAZARD MITIGATION PROJECTS**

Project Type	Justification and Useful Life	Additional Requirements and Considerations	Excluded Work
<p>Wildlife Perimeter Fencing <i>Construct & Reconstruct</i> Unit of Measure: Feet</p>	<p>Necessary to implement mitigation measures included in a WHMP or the sponsor’s written adoption of a wildlife hazard site visit report.</p> <p>Reconstruct after 20 years, and the fencing is no longer functional or maintainable.</p>	<p>Construct or replace wildlife exclusion fencing, including gates and necessary access controls.</p> <p>Projects may include standard gate and mechanical locking devices and installation or replacement of buried fencing or anti-burrowing measures.</p> <p>Electric locking devices and automatic gates require ARP Field Office approval.</p>	<p>Rehabilitation and routine work.</p> <p>Epoxy-coated fencing.</p>
<p>Wildlife Mitigation Measures <i>Implement, Acquire, & Remove</i> Unit of Measure: Varies Based on Mitigation</p>	<p>Necessary to implement mitigation measures included in a WHMP or the sponsor’s written adoption of a wildlife hazard site visit report.</p> <p>Useful life varies depending on the measure.</p>	<p>Projects may include habitat modification such as grading, drainage improvements, and removal of vegetation that attracts wildlife.</p> <p>Installation of infrastructure necessary to support wildlife deterrence may be included.</p> <p>May also include bird wires to prevent perching and nesting, wildlife hazard reduction equipment (e.g., avian radar systems, equipment for broadcasting distress calls, exploding gas cannons, shotguns, and pyrotechnic pistols, etc.).</p> <p>For avian radar systems, see Table C-4.1.</p>	<p>Routine wildlife harassment activities and consumable materials.</p> <p>Projects intended primarily for aesthetic landscaping or general grounds maintenance.</p>

Project Type	Justification and Useful Life	Additional Requirements and Considerations	Excluded Work
		Other potentially eligible projects must be approved by the ARP Field Office.	

141

142 **C-6. AIRFIELD PROTECTION BOUNDARY AREAS**

143 Airport protection boundary projects protect the AOA perimeter, maintain security, and preserve land
 144 necessary for the safe operation of the airport. These projects include perimeter fencing, AOA perimeter
 145 protection measures, and land acquisition necessary to prevent incompatible land uses or
 146 encroachments near the airport.

147 Even though many infrastructure and construction elements may not be eligible for funding, the land
 148 they occupy may be eligible to purchase. For instance, purchasing land to protect the RPZ at a Small hub
 149 airport is eligible, but constructing a revenue producing parking lot within the limits of the purchased
 150 parcel is not eligible.

151 Relevant ACs and Orders include, but are not limited to the current version of:

- 152 ▪ [FAA Order 5100.37, Land Acquisition and Relocation Assistance for Airport Projects](#); and
- 153 ▪ [Advisory Circular 150/5100-17, Land Acquisition and Relocation Assistance for Airport Improvement Program Assisted Projects](#).

154 See the [AC checklist](#) for a list of the latest version of ACs applicable to AIP-funded projects.

156 **C-6.1. JUSTIFICATION REQUIREMENTS**

157 Certain projects require additional coordination, may have scope of work limitations, and/or useful life
 158 criteria that must be met.

159 **TABLE C-6.1. ELIGIBLE AIRFIELD PROTECTION BOUNDARY PROJECTS**

Project Type	Justification and Useful Life	Additional Requirements and Considerations	Excluded Work
Perimeter Fencing <i>Construct & Reconstruct</i> Unit of Measure: <i>Linear Feet</i>	Necessary to prevent unauthorized access to the airfield or to serve as a notice of legal boundary. Reconstruct after 20 years, and the fencing is no longer functional or maintainable.	Construct or reconstruct fencing around the perimeter of the airport property that is not required by the airport’s 1542 Plan or for wildlife mitigation. May include installation of appropriate fence materials and gates, clearing and grading necessary for fence installation, temporary haul	Rehabilitation and routine work. Epoxy-coated fencing. Fencing installed solely to enclose nonaeronautical development. Fencing installed primarily for aesthetic purposes or

Project Type	Justification and Useful Life	Additional Requirements and Considerations	Excluded Work
		<p>routes or a road for fence installation.</p> <p>The fence height will be determined based upon project need and purpose.</p> <p>Complete perimeter fencing is not mandatory. Fencing a portion of the perimeter may be appropriate. See Table C-5.1 for wildlife fencing.</p>	<p>property demarcation.</p>
<p>Access Roads (Non-Terminal)</p> <p><i>Rehabilitate & Reconstruct</i></p> <p>Unit of Measure: <i>Length in Feet</i></p>	<p>Necessary to access an AIP-eligible and justified aeronautical facility, other than a passenger terminal.</p> <p>Reconstruct after 20 years and the road is no longer functional or maintainable. Rehabilitation after 10 years to extend the useful life.</p>	<p>Project may include landside paved roadway, lighting, signage, drainage, and markings.</p>	<p>Routine work.</p> <p>Construction as a stand-alone project.</p>
<p>Acquire Land / Easement for Development</p> <p><i>Acquire</i></p> <p>Unit of Measure: <i>Acres</i></p>	<p>Necessary to support airport development within 20 years of purchase.</p>	<p>The project may include acquisition of fee simple land ownership, acquisition of aviation easements or other property interests, appraisals, surveys, title work, and required environmental documentation.</p> <p>May include reimbursement of a previously acquired fee purchase of land if the land can be currently used for existing airport purposes.</p> <p>May include more than what is required, but the sponsor must promptly dispose of the excess land.</p>	<p>Land for nonaeronautical development or revenue-generating commercial purposes.</p>

Project Type	Justification and Useful Life	Additional Requirements and Considerations	Excluded Work
		<p>May include a remnant when the acquisition leaves the property owner with an uneconomical parcel.</p> <p>May include land acquired to a logical boundary, such as a river or highway.</p> <p>Acceptable types of land interests include fee simple (preferred) and easements or lesser interests. ARP Field Offices have the option to approve a lesser interest in instances where the sponsor provides a valid and just reason substantiating the lesser interest. When lesser property interests are appropriate, the cost of the lesser interest must be significantly less than the cost to acquire the property in fee simple.</p>	

160 C-6.2. LAND REQUIREMENTS AND CONSIDERATIONS

161 Airport protection boundary areas projects are justified when required to protect airport property from
 162 unauthorized access or when needed to support airport development. Certain types of land transactions
 163 have additional requirements.

164 TABLE C-6.2. ADDITIONAL REQUIREMENTS FOR LAND TRANSACTIONS

Transaction Type	Requirements
<p>Acquire Land / Easement for Development</p>	<ul style="list-style-type: none"> ▪ Costs must be supported by an appraisal or an appraisal waiver, accepted settlement justification, and evidence of property rights acquired. ▪ Marketable title to the property is conveyed to the airport free and clear of any interest or encumbrance that may conflict with the airport’s need and use for the property. ▪ Airport property title and interests must be recorded in the local public land records. The sponsor’s attorney must certify to the ARP Field Office that good title has been acquired. The attorney may rely on title insurance, a title abstract, or an attorney’s title opinion.

Transaction Type	Requirements
	<ul style="list-style-type: none"> ▪ The land or easement must be depicted on the ALP, and the Exhibit A Property Inventory Map must be updated with the acquisition. <ul style="list-style-type: none"> ○ When land negotiations result in an airport sponsor acquiring more property than is required for airport development, the sponsor must promptly dispose of the land. ▪ Land acquired from other public agencies must be a bona fide sale from one public entity to another and not merely a transfer for the purpose of making the land eligible for Federal funding. ○ Sponsor must comply with 49 CFR Part 24, Uniform Relocation Assistance and Real Property Acquisition for Federal and Federally Assisted Programs.
<p>Reimburse a Sponsor for Land / Easement Acquired for Development</p>	<ul style="list-style-type: none"> ▪ Costs are supported by a real estate appraisal establishing the fair market value (FMV) of the land / easement <i>at the time of purchase</i> unless the airport is privately owned. If privately owned, the FMV of the land at the of the project must be used. ▪ The Exhibit A Property Inventory Map is updated to reflect the parcels acquired by the AIP grant.
<p>Credit a Private Sponsor for Land / Easement Donated to the Airport in Lieu of its Local Share of an AIP-Funded Project</p>	<ul style="list-style-type: none"> ▪ Costs are supported by a real estate appraisal establishing the <i>current</i> fair market value of the land / easement. ▪ The Exhibit A Property Inventory Map is updated to reflect the AIP obligation.
<p>Long-Term Lease of Publicly Owned Land</p>	<ul style="list-style-type: none"> ▪ May only be considered when the sponsor can document that acquisition, easement or other interest in the land is not available. ▪ A long-term lease (20 years or more) is required to ensure adequate rights needed to operate the airport. ▪ The land must be needed for airport purposes within the next 20 years, and the associated development driving the need for the land must be shown on an FAA-approved ALP. ▪ The lease is between the sponsor and a public agency (the Federal government is not considered a public agency in this instance). ▪ The pre-paid rent must reflect the present value of the rent payments, not to exceed current fair market value of the real property leased. ▪ Periodic rental or lease payments are not allowable. ▪ The lease meets the requirements outlined in the Uniform Relocation Assistance and Real Property Acquisition Policies Act, FAA Order 5100.37, and AC 150/5100-17.

Transaction Type	Requirements
	<ul style="list-style-type: none"> Coordination with APP-400 and ACO is required. The Exhibit A Property Inventory Map is updated when the purchase is complete.
Exchange of Land / Easement	<ul style="list-style-type: none"> Land “swaps” or exchanges constitute two separate actions. The first action is for the sale and disposal of airport property, and the second action is for the acquisition of a parcel. The sale and disposal of sponsor-owned land requires the ARP Field Office to release obligations if it is determined that the FAA retains approval authority before the land can be exchanged. Appraisals supporting the fair market value of both parcels are required. Complex transactions may require coordination with APP-400 and ACO. Appraisals must be completed for the sponsor-owned land and the property to be acquired. If one piece of property has a higher value than the other, the owner of the higher valued property must be offered the difference. The Exhibit A Property Inventory Map is updated when the purchase is complete.

165 **C-7. RELATED AIRFIELD INFRASTRUCTURE PROJECTS**

166 The projects in this section are not eligible for airfield infrastructure purposes; however, references to
 167 related projects that may be eligible are provided as applicable.

168 **TABLE C-7.1. RELATED PROJECTS**

Project Type	When Scope of Work Includes	See Appendix
Access and Service Roads	Access roads and service roads associated with ARFF or SRE facility construction	E, Equipment & Facilities
	Public use roads to other eligible buildings	L, Revenue Producing
	Public-use access roads to terminals	N, Terminal Development
Acquire Land	Noise	I, Noise
Aircraft Operational Surfaces	Drainage / erosion control associated with AOS construction or other facility construction	B, Aircraft Operational Surfaces
Drainage Collection Equipment / Discharge Systems	Deicing	D, Environmental & Energy
Fencing and Gates	Security fencing	M, Security

Project Type	When Scope of Work Includes	See Appendix
Noise	Acquiring land or easements for noise mitigation.	I, Noise
Study	Airport-wide obstruction study	K, Planning
	Airport drainage study	
	Wildlife hazard assessment / site visit / management plan	

169

DRAFT



1

2

APPENDIX D – ENVIRONMENTAL AND ENERGY

3

TABLE OF CONTENTS

4	Appendix D – Environmental and Energy	D-1
5	D-1. Overview	D-2
6	D-2. General Eligibility and Justification.....	D-2
7	D-2.1. Eligibility Criteria	D-2
8	D-2.2. Justification Requirements	D-2
9	D-2.2.1. Scope & Allowable Costs	D-3
10	D-2.2.2. Useful Life	D-3
11	D-3. Eligible Environmental & Energy Efficiency Projects	D-3
12	D-3.1. Eligible Environmental Projects.....	D-4
13	D-3.2. Energy Efficiency Projects.....	D-8
14	D-4. Related Projects.....	D-10

15

LIST OF TABLES

17	Table D-2.1. General Eligibility Requirements For Environmental & Energy Efficiency Projects	D-2
18	Table D-2.2. General Justification Requirements For Environmental & Energy Efficiency Projects.....	D-2
19	Table D-3.1. Eligible Environmental Projects	D-4
20	Table D-3.2. Eligible Energy Efficiency Projects.....	D-9
21	Table D-4.1. Related Projects	D-10

22 **D-1. OVERVIEW**

23 Environmental and energy projects help airport sponsors address requirements under Federal laws
 24 related to the protection of natural resources and improve energy efficiency at the airport. Criteria in
 25 [Section D-2.](#), apply to all types of environmental projects.

26 The projects in this appendix may be funded with Noise, Energy, and Accessibility (NEA) special
 27 noncompetitive discretionary funding and with other applicable AIP funding. If a sponsor wants to
 28 pursue NEA funding for a project included in this appendix, the sponsor must coordinate with the ARP
 29 Field Office.

30 **D-2. GENERAL ELIGIBILITY AND JUSTIFICATION**

31 See: 49 U.S.C. §§ [47101\(a\)\(7\)](#) and [\(b\)\(4\)](#), [47102\(3\)\(B\)\(v\)](#), [47102\(3\)\(F\)](#), [47102\(3\)\(G\)](#), [47102\(3\)\(K\)](#),
 32 [47102\(3\)\(L\)](#), [47102\(3\)\(M\)](#), [47102\(3\)\(P\)](#), [47102\(3\)\(Q\)](#), [47102\(3\)\(W\)](#), [47117\(e\)\(1\)\(A\)](#), [47118](#), [47136](#), and
 33 [47140](#)

34 See also: [33 U.S.C. § 1251](#), [Federal Water Pollution Control Act](#), [42 U.S.C. 7401](#), [the Clean Air Act](#), and [42](#)
 35 [U.S.C. § 12101](#), [Americans with Disabilities Act of 1990 \(ADA\)](#)

36 For eligibility and justification requirements applicable to all projects funded with AIP, see [Chapter 2](#),
 37 [Eligibility & Justification](#).

38 **D-2.1. ELIGIBILITY CRITERIA**

39 **TABLE D-2.1. GENERAL ELIGIBILITY REQUIREMENTS FOR ENVIRONMENTAL & ENERGY EFFICIENCY PROJECTS**

Item	Description
Ownership & Operator	Facilities, equipment, and vehicles must be owned or leased and operated by the airport sponsor and must be for nonexclusive use.
Scope	Projects must support the operational needs that are specific to the airport’s scope of service, geographic location, and physical layout.
Location	Facilities must be located on airport property and depicted on the latest FAA-approved ALP. Construction of environmental measures may occur off-airport property. An easement is required, and the easement must be shown on the Exhibit A Property Inventory Map.

40 **D-2.2. JUSTIFICATION REQUIREMENTS**

41 **TABLE D-2.2. GENERAL JUSTIFICATION REQUIREMENTS FOR ENVIRONMENTAL & ENERGY EFFICIENCY PROJECTS**

Item	Description
Objectives	<ul style="list-style-type: none"> ▪ The project must achieve at least one of the congressionally directed priorities:

Item	Description
	<ul style="list-style-type: none"> ○ accommodate capacity; ○ achieve compliance with standards; or ○ address safety determinations; and ▪ There is an actual need for the project and a timeframe for the need; and ▪ Only the elements required to obtain the full benefit of the project are included in the scope.
Demand / Documented Need	<p>Airport sponsors must document that sufficient demand exists or the need for the project has been documented through airport planning.</p> <p>Revenue producing projects within this appendix are not required to increase the revenue production of the airport.</p>

42 Specific projects and costs may require additional justification as discussed in [Section D-3](#).

43 **D-2.2.1. SCOPE & ALLOWABLE COSTS**

44 Projects must align with the actual operational needs of the airport and not exceed the scope or
 45 quantities identified. The project’s scope should contain only the elements that are required to obtain
 46 the full benefit of the project.

47 Excluded work and costs are not eligible.

48 **D-2.2.2. USEFUL LIFE**

49 [Chapter 2](#) discusses minimum useful life requirements applicable to all AIP-funded projects. One
 50 component of the minimum useful life requirement for equipment or a facility being reconstructed is
 51 that the equipment or facility must no longer be operational or maintainable, while rehabilitation must
 52 extend the useful life. [Chapter 2, Section 2-3.2., Minimum Useful Life](#), provides additional details on
 53 what factors the ARP Field Office must evaluate once the equipment or facility has not achieved its
 54 minimum useful life.

55 Useful life varies by project type. Tables [D-3.1.](#) and [D-3.2.](#) include specific minimum useful life
 56 requirements applicable to environmental and energy efficiency projects.

57 **D-3. ELIGIBLE ENVIRONMENTAL & ENERGY EFFICIENCY PROJECTS**

58 For scope of work requirements applicable to all AIP-funded projects, see [Chapter 2](#).

59 Relevant Advisory Circulars (ACs), Orders, and guidance include, but are not limited to, the current
 60 version of:

- 61 ▪ [AC 150/5230-4, Aircraft Fuel Storage, Handling, Training, and Dispensing on Airports](#);
- 62 ▪ [The Voluntary Airport Low Emission Program \(VALE\) Technical Report](#);
- 63 ▪ [The Zero Emissions Vehicle \(ZEV\) Pilot Program Technical Guidance](#);
- 64 ▪ [AC 150/5300-14D, Design of Aircraft Deicing Facilities](#);

- 65 ▪ [FAA Order JO 6030.20, Electrical Power Policy](#); and
- 66 ▪ [FAA Order JO 6950.2, Electrical Power Policy Implementation at National Airspace System](#)
- 67 [Facilities](#).
- 68 See the [AC checklist](#) for a list of the latest version of ACs applicable to AIP-funded projects.

69 D-3.1. ELIGIBLE ENVIRONMENTAL PROJECTS

70 For the purposes of this appendix, environmental projects support the protection and enhancement of
 71 natural resources and the quality of the environment.

72 **TABLE D-3.1. ELIGIBLE ENVIRONMENTAL PROJECTS**

Project Type	Justification and Useful Life	Additional Requirements and Considerations	Excluded Work
<p>Unleaded Aviation Fuel and Hydrogen Infrastructure</p> <p><i>Construct, Expand, Reconstruct, & Rehabilitate (Military Airport Program or MAP only)</i></p> <p>Unit of Measure: <i>Item Type</i></p>	<p>The sponsor must certify demand for unleaded and hydrogen aviation fuel exists; future efforts must be justified based on increased demand.</p> <p>Storage tanks should be sized to meet the purpose and need demonstrated by the sponsor.</p> <p>Costs must be tied directly to fueling piston-driven aircraft or certificated hydrogen-powered aircraft.</p> <p>Reconstruction after 20 years and the equipment is no longer functional or maintainable; or rehabilitation using MAP funding at 10 years.</p> <p>Replacement of fuel farm if facility has met or exceeded its useful life and is no longer</p>	<p>A centralized facility to store, manage, and dispense unleaded aviation fuel or hydrogen to aircraft, including bulk fuel storage tanks, the containment area, the pavement area needed for fueling operations, pumps, and associated equipment.</p> <p>Construction of mobile refueler parking.</p> <p>Construction of an access road if necessary to complete initial fuel farm construction.</p> <p>Additional fuel tanks for existing or a new fuel type.</p> <p>Self-service credit card aeronautical fueling systems.</p>	<p>Rehabilitation and routine work.</p> <p>Removal of tanks at airports not participating in the MAP, unless required by an environmental determination.</p> <p>Replacement of a mobile refueler or self-service credit card aeronautical fueling system.</p> <p>Costs to remove existing infrastructure.</p>

Project Type	Justification and Useful Life	Additional Requirements and Considerations	Excluded Work
	<p>functional or maintainable to a point that revenue is no longer being generated.</p>		
<p>Unleaded Aviation Fuel or Hydrogen Fuel Truck <i>Acquire</i> Unit of Measure: <i>Item Type</i></p>	<p>The sponsor must certify demand for unleaded aviation fuel or hydrogen fuel exists; future efforts must be justified based on increased demand, but need does not have to be sufficient for revenue to be earned.</p> <p>Costs must be tied directly to fueling piston-driven aircraft or certificated hydrogen-powered aircraft.</p>	<p>Acquire a sponsor-owned and operated fuel truck that exclusively provides unleaded aviation fuels for piston-driven aircraft or fuel for type certificated hydrogen-powered aircraft.</p> <p>May include fueling apparatus.</p>	<p>Routine work, rehabilitation, or reconstruction.</p> <p>Equipment disposal.</p>
<p>VALE Infrastructure <i>Construct, Acquire, & Install</i> Unit of Measure: <i>Item Type</i></p>	<p>The sponsor must document that the project will demonstrate an improvement to air quality by reduction in emissions for a criteria pollutant defined by the Clean Air Act; future efforts must be based on additional justification.</p> <p>Costs are limited to the portion of an eligible airport project that is directly associated with the VALE program.</p>	<p>Work necessary to construct or modify airport facilities to provide low-emission fuel systems, gate electrification, or other related air quality improvements.</p> <p>Acquisition of airport-owned vehicles or ground support equipment with low-emission technology, provided such vehicles are used exclusively within the airport boundary or to transport passengers and employees between the airport and the airport’s consolidated rental facility or an intermodal surface transportation facility adjacent to the airport.</p>	<p>Routine work, rehabilitation, or reconstruction.</p>

Project Type	Justification and Useful Life	Additional Requirements and Considerations	Excluded Work
	<p>Projects are only eligible at commercial service airports.</p> <p>Reimbursement is limited to the incremental costs of the vehicle.</p> <p>Incremental cost is defined as the difference between the higher price for an eligible low-emission vehicle and the current market value for a new equivalent conventional fuel (e.g., gasoline or diesel) vehicle. Vehicle base costs are not eligible.</p>		
<p>Zero Emissions Infrastructure (ZEV)</p> <p><i>Construct, Acquire, & Install</i></p> <p>Unit of Measure: <i>Item Type</i></p>	<p>The sponsor must certify that the project includes no emissions creating vehicles and that the power source will be maintained for the expected lifespan of the vehicle.</p> <p>Projects that achieve the greatest air quality benefits measured by the amount of emissions reduced per dollar of funds expended under the program (i.e., cost effectiveness) and/or are included in a long-term management plan receive priority consideration.</p>	<p>Zero emissions equipment, including purchase or lease of ZEV, removable power sources, refueling stations, rechargers, and on-site fuel storage tanks.</p> <p>Acquisition of airport-owned vehicles or ground support equipment with zero emissions technology, provided such vehicles are used exclusively within the airport boundary or to transport passengers and employees between the airport and the airport's consolidated rental facility or an intermodal surface transportation facility adjacent to the airport.</p> <p>ZEV and removable power sources may be acquired</p>	<p>Costs associated with hybrid vehicles.</p> <p>Off-road vehicles.</p> <p>Routine work, rehabilitation, or reconstruction.</p>

Project Type	Justification and Useful Life	Additional Requirements and Considerations	Excluded Work
		under separate procurement transactions.	
<p>Deicing Pad and Containment Facility and Deicing Containment Equipment</p> <p><i>Acquire, Install, Construct, Expand, Reconstruct, & Rehabilitate</i></p> <p>Unit of Measure: <i>Square yards</i></p>	<p>Documented as needed in an airport planning document or required to comply with the ADA, Clean Air Act, or Federal Water Pollution Control Act.</p> <p>Projects are only eligible at commercial service airports.</p> <p>For the deicing pad, reconstruction after 20 years and the pad and containment facility are no longer functional or maintainable. Rehabilitation after 10 years to extend its useful life.</p> <p>For deicing containment equipment, reconstruction after 10 years and the equipment is no longer functional or maintainable. Rehabilitation after 5 years to extend the equipment’s useful life.</p>	<p>Land acquisition needed for a deicing pad, a pad suitable for deicing aircraft, drainage collection structures, treatment and discharge systems, appropriate lighting, paved access for deicing vehicles and aircraft, and work necessary to acquire and install deicing containment equipment, including sponsor-owned and operated deicing vehicles.</p> <p>May include a sponsor-owned and operated glycol recovery truck or glycol vacuum.</p>	<p>Storage facilities for deicing equipment and fluids.</p> <p>Aircraft deicing fluids.</p> <p>Routine work.</p>
<p>Environmental Mitigation</p> <p><i>Construct</i></p> <p>Unit of Measure: <i>Item Type</i></p>	<p>Documented in an FAA-approved environmental decision document as a project that will measurably reduce or mitigate</p>	<p>Projects that construct mitigation measures including noise barriers.</p> <p>Constructing a blast pad, a noise wall between the airport and a neighborhood,</p>	<p>Routine work, rehabilitation, or reconstruction.</p>

Project Type	Justification and Useful Life	Additional Requirements and Considerations	Excluded Work
	<p>environmental impacts related to aviation; future efforts are not eligible.</p> <p>For environmental mitigation projects that require a period of monitoring that is included in the FAA-approved environmental decision document, up to a maximum of five years is an allowable cost.</p>	<p>planting trees required as an environmental mitigation measure in an FAA-approved environmental decision document, etc.</p> <p>May include construction off-airport property. For a mitigation project to make property improvements, such as wetlands replacement, the sponsor must have a written agreement with the property owner that allows the work to be performed and transfers the responsibility of maintaining the development to the property owner once the project is complete.</p>	
<p>Accessibility Measures</p> <p><i>Construct, Reconstruct, & Rehabilitate</i></p> <p>Unit of Measure: <i>Must identify measure(s)</i></p>	<p>Acquire and install ADA-compliant accessibility-related measures in public use facilities.</p> <p>Reconstruction after 10 years and the accessibility measure is no longer functional or maintainable. Rehabilitation after 5 years to extend its useful life.</p>	<p>May include accessibility-related features such as ramps, ADA compliance doors, etc.</p>	<p>Routine work.</p>

73 D-3.2. ENERGY EFFICIENCY PROJECTS

74 For the purposes of this appendix, energy efficiency projects are on-airport projects designed to:

- 75 ▪ Improve reliability and efficiency of the power supply of the airport;
- 76 ▪ Meet current and future electrical power demands; and
- 77 ▪ Prevent power disruptions to the airfield, passenger terminal, and any other airport facilities.

78 Energy efficiency projects also include projects identified in an airport’s Energy Management Plan (EMP)
 79 that will improve energy efficiency, increase peak load savings at the airport, and meet future electrical
 80 power demands.

81 **TABLE D-3.2. ELIGIBLE ENERGY EFFICIENCY PROJECTS**

Project Type	Justification and Useful Life	Additional Requirements and Considerations	Excluded Work
<p>Airport Microgrid Power Supply <i>Construct</i> Unit of Measure: <i>Item Type</i></p>	<p>Documented in the airport’s EMP or as part of a master plan as justified based on a current or future airport need; future efforts must be justified based on increased demand.</p> <p>The sponsor must certify that no safety projects are being deferred.</p> <p>Microgrid must be prorated for eligible on-airport facilities only.</p>	<p>Constructing an on-airport solar, geothermal, or wind-based power supply and microgrid supporting the airfield, eligible areas of terminals, and other necessary facilities.</p> <p>May also include modification of airport facilities to connect to the power supply; storage infrastructure including necessary substation upgrades.</p> <p>Requires coordination with the ARP Field Office.</p>	<p>Routine work, rehabilitation, and reconstruction.</p> <p>Costs associated with ineligible areas of terminals and other facilities.</p>
<p>Airport Energy Infrastructure <i>Construct, Acquire, & Install</i> Unit of Measure: <i>Item Type</i></p>	<p>Documented in the airport’s EMP or as part of a master plan as justified based on a current or future airport need; future efforts must be justified based on increased demand.</p> <p>Projects can be stand-alone or included in a terminal or facility project.</p> <p>The sponsor must certify that no safety projects are being deferred.</p> <p>If applicable, projects must be prorated for</p>	<p>Central utility plant, light emitting diode (LED) lighting, utility motion sensors, windows (including smart glass), insulation, programmable controls, doors, Leadership in Energy and Environmental Design (LEED) accredited initiatives, high efficiency heating, ventilation, and air conditioning (HVAC) systems, etc.</p> <p>Requires coordination with the ARP Field Office.</p>	<p>Routine work, rehabilitation, and reconstruction.</p> <p>Costs associated with ineligible areas of terminals and other facilities.</p>

Project Type	Justification and Useful Life	Additional Requirements and Considerations	Excluded Work
	<p>eligible on-airport facilities only.</p> <p>Once installed, these projects become part of the terminal or facility where installed and follow the rules for reconstruction and rehabilitation for the terminal or facility.</p>		
<p>Electrical Emergency Generator</p> <p><i>Acquire, Install, & Replace</i></p> <p>Unit of Measure: <i>Item Type</i></p>	<p>Generator must be necessary to provide backup power to eligible areas of the airport, as documented in an EMP. Future efforts must be justified based on increased demand.</p> <p>Replacement after 10 years and the equipment is no longer functional or maintainable.</p> <p>The sponsor must certify that no safety projects are being deferred.</p>	<p>Requires coordination with the ARP Field Office, but certain navigational aids (NAVAIDs), towers, aircraft rescue and firefighting (ARFF) buildings, and terminals may be excluded from the EMP requirement.</p>	<p>Routine work and rehabilitation.</p> <p>Costs for ineligible areas, including areas to sustain operations inside the terminal.</p>

82 **D-4. RELATED PROJECTS**

83 The projects in this section are not eligible for environmental or energy efficiency purposes; however,
84 references to related projects that may be eligible are provided as applicable.

85 **TABLE D-4.1. RELATED PROJECTS**

Project Type	When Scope of Work Includes	See Appendix
Airfield Drainage or Erosion Control	Airfield drainage systems	C, Airfield Infrastructure
	Drainage study	K, Planning

Airport Energy Management	Energy Management Plan	K, Planning
Environmental Impact Statement Prepared Under NEPA	Required to support airport development	K, Planning
Environmental Mitigation Pilot Program Under Section 190 of the FAA Reauthorization Act of 2018 (P.L. 115-254)	Projects to reduce or mitigate aviation impacts on noise, air quality, and water quality	J, Pilot Programs
Fuel Farms Other Than Unleaded Aviation Fuel and Hydrogen Infrastructure	A centralized facility to store, manage, and dispense aviation fuel to aircraft, including bulk fuel storage tanks, the containment area, the pavement area needed for fueling operations, pumps, and associated equipment	L, Revenue Producing
Noise	Voluntary noise and mitigation measures	I, Noise
ZEV Management Plan	A plan that assesses the existing and future infrastructure requirements of the airport related to zero-emissions vehicles and infrastructure	K, Planning

AIP HANDBOOK

Your Guide to Safety, Standards, and Infrastructure Development



1

2

3

APPENDIX E – EQUIPMENT & FACILITIES

TABLE OF CONTENTS

4

5 Appendix E – Equipment & Facilities..... E-1

6 E-1. Overview E-2

7 E-2. General Eligibility and Justification E-2

8 E-2.1. Eligibility Criteria E-2

9 E-2.2. Justification requirements..... E-3

10 E-2.2.1. Scope & Allowable costs..... E-3

11 E-2.2.2. Useful Life..... E-4

12 E-3. Eligible Equipment and facility Projects E-4

13 E-4. Related Projects E-12

14

LIST OF TABLES

15

16 Table E-2.1. General Eligibility Requirements for Equipment and Facility Projects E-2

17 Table E-3.1. Eligibility Equipment and Facility Projects..... E-4

18 Table E-4.1. Related Projects..... E-13

19 **E-1. OVERVIEW**

20 This appendix outlines the eligibility and justification requirements for equipment and facility projects
 21 that help airport sponsors address operational needs unique to the airport’s role in the National
 22 Airspace System (NAS).

23 **E-2. GENERAL ELIGIBILITY AND JUSTIFICATION**

24 See: 49 U.S.C. §§ [47102\(3\)\(A\)](#), [47102\(3\)\(B\)](#), [47102\(3\)\(D\)](#), [47102\(3\)\(Y\)](#), and [47109\(g\)](#)

25 See also: 14 CFR §§ [139.317](#), [139.319](#), and [40 CFR § 112.8](#)

26 For eligibility and justification requirements applicable to all projects funded with AIP, see [Chapter 2,](#)
 27 [Eligibility & Justification.](#)

28 **E-2.1. ELIGIBILITY CRITERIA**

29 **TABLE E-2.1. GENERAL ELIGIBILITY REQUIREMENTS FOR EQUIPMENT AND FACILITY PROJECTS**

Item	Description
Ownership & Operator	Equipment and facilities must be owned and operated by the airport sponsor. Aircraft rescue and firefighting (ARFF) equipment may also be operated per the terms outlined in an FAA-approved mutual aid agreement between the sponsor and a local government entity.
Equipment	Equipment must meet FAA-prescribed standards as applicable. Equipment must be available for airport use at all times. ARFF vehicles may be stored off-airport if the following requirements are met: <ul style="list-style-type: none"> ▪ The vehicle must be available for airport use when necessary to meet 14 CFR Part 139 requirements (must be on-site and available for all air carrier operations); ▪ The vehicle cannot be used for local community needs (except for FAA-approved mutual aid agreement uses); ▪ The sponsor must demonstrate to the ARP Field Office that there is no viable on-airport storage available, and off-airport storage provides a tangible benefit to the airport; ▪ The sponsor and the local governmental entity must execute a mutual aid agreement that: <ul style="list-style-type: none"> ○ Restricts the use of the vehicle for airport purposes only (except for FAA-approved mutual aid agreement uses); ○ Contains language that use of the vehicle for non-airport purposes could require repayment of the grant funding; and ○ Contains provisions for documenting the use of the vehicle. ▪ The sponsor must provide a copy of the agreement to the ARP Field Office, who will share it with the 14 CFR Part 139 certification inspector.

Item	Description
	<ul style="list-style-type: none"> ▪ Sponsors must obtain ARP Field Office approval for off-airport storage. The ARP Field Office must coordinate with ARP Headquarters prior to providing its approval.
Location	Projects must be on airport property and depicted on the latest FAA-approved ALP, if applicable.
Approval	Equipment and facility projects outside this appendix or exceeding standards require ARP Field Office approval before inclusion in the ACIP.

30 **E-2.2. JUSTIFICATION REQUIREMENTS**

31 The project must be needed to achieve a statutorily directed policy based on an actual or projected need
 32 (within the next five years). Projects must align with the airport’s category or role in the national system
 33 of airports, as well as with the airport’s Part 139 Class and Index and Snow and Ice Removal
 34 requirements.

35 Projects that exceed the airport’s current or projected Class, ARFF Index, or Snow and Ice Removal
 36 requirements necessitate ARP Field Office approval.

- 37 ▪ For ARFF vehicles, buildings, or equipment, the sponsor must document the circumstances that
 38 necessitate the need and the safety concerns it will address, and the ARP Field Office must
 39 concur that the safety concern requires mitigation.
- 40 ▪ For snow removal equipment (SRE) vehicles and buildings, the ARP Field Office must determine
 41 that the airport is large enough, busy enough, and has sufficiently significant snowfall to warrant
 42 an additional vehicle or space.

43 If the airport is not projected to achieve Part 139 certification within the next five years, the airport
 44 sponsor must document how an ARFF vehicle or equipment will address specific safety concerns at the
 45 airport and confirm it will have the necessary personnel equipped and properly trained to perform ARFF
 46 duties and maintain the vehicle at the time it is delivered, and the ARP Field Office must concur before
 47 programming the project grant.

48 In addition, through fiscal year 2028, ARFF and SRE facilities can be constructed or expanded to the size
 49 necessary to provide storage space for both the airport’s AIP-funded and non-AIP-funded eligible and
 50 justified ARFF and SRE equipment, provided the equipment is the type and quantity prescribed by the
 51 FAA and is owned by the sponsor and used exclusively to maintain safe airfield operations.

52 Justification for rehabilitation or reconstruction or replacement is based upon the applicable useful life
 53 standards detailed in [Table E-3.1](#).

54 **E-2.2.1. SCOPE & ALLOWABLE COSTS**

55 Projects must align with the actual (currently or within the next five years) operational needs of the
 56 airport and not exceed the scope or quantities identified. The project’s scope should contain only the
 57 elements that are required to obtain the full benefit of the project. ARFF vehicle funding is limited to the
 58 minimum number of vehicles and minimum size of vehicles required to satisfy 14 CFR Part 139
 59 requirements, unless approved for equipment above index by the ARP Field Office.

60 Excluded work and costs are not eligible (see [Table E-3.1](#) for details).

61 E-2.2.2. USEFUL LIFE
 62 Projects are eligible for initial acquisition, construction, or expansion. Reconstruction or replacement is
 63 eligible only after the useful life has expired and the equipment or infrastructure is no longer functional
 64 or maintainable.
 65 [Chapter 2](#) discusses minimum useful life requirements applicable to all AIP-funded projects. One
 66 component of the minimum useful life requirement for equipment or a facility being rehabilitated or
 67 reconstructed is that the equipment or facility must no longer be operational or maintainable. [Chapter 2,](#)
 68 [Section 2-3.2., Minimum Useful Life](#), provides details on what factors the ARP Field Office must evaluate
 69 if the equipment or facility has not achieved its minimum useful life.
 70 [Table E-3.1.](#) includes specific minimum useful life requirements applicable to equipment and facility
 71 projects.

72 **E-3. ELIGIBLE EQUIPMENT AND FACILITY PROJECTS**

73 For scope of work requirements applicable to all AIP-funded projects, see [Chapter 2](#). The ARP Field Office
 74 must coordinate ARFF-related projects with the 14 CFR Part 139 certification inspector for the airport.
 75 Relevant Advisory Circulars (ACs) include, but are not limited to, the current version of:
 76

- [AC 150/5220-10, Guide Specification for Aircraft Rescue and Firefighting \(ARFF\) Vehicles;](#)
- 77 - [AC 150/5210-15, Aircraft Rescue and Firefighting Station Building Design;](#)
- 78 - [AC 150/5220-17, Aircraft Rescue and Firefighting \(ARFF\) Training Facilities;](#)
- 79 - [AC 150/5210-14, Aircraft Rescue Fire Fighting Equipment, Tools, and Personal Protective](#)
80 [Equipment;](#)
- 81 - [AC 150/5220-18, Buildings for Storage and Maintenance of Airport Snow and Ice Control](#)
82 [Equipment and Materials;](#)
- 83 - [AC 150/5220-20, Airport Snow and Ice Control Equipment;](#) and
- 84 - [AC 150/5200-30, Airport Field Condition Assessments and Winter Operations Safety.](#)

 85 See the [AC checklist](#) for a list of the latest version of ACs applicable to AIP-funded projects.

86 **TABLE E-3.1. ELIGIBILITY EQUIPMENT AND FACILITY PROJECTS**

Project Type	Justification and Useful Life	Additional Requirements and Considerations	Excluded Work
ARFF Vehicles <i>Acquire, Rehabilitate, & Replace</i> Unit of Measure: <i>Item Type & Quantity</i>	Needed to satisfy a current Part 139 requirement or a documented safety determination or finding. ARFF vehicles and water rescue equipment must be coordinated with the 14 CFR Part 139	A specialized fire truck designed specifically for airport emergencies; a helicopter for water rescue when supported by additional justification and ARP Field Office concurrence; or a boat for water rescue when significant bodies of water	Vehicles that exceed the airport’s current or projected Class and ARFF Index absent additional justification and ARP Field Office approval. Routine work is not eligible. Items such

Project Type	Justification and Useful Life	Additional Requirements and Considerations	Excluded Work
	<p>certification inspector for the airport.</p> <p>A variety of factors may impact a vehicle’s operational capabilities and functional use.</p> <p>Reconstruction after 10 years and the vehicle is no longer functional or maintainable, rehabilitation after 5 years to extend the vehicle’s useful life.</p> <p>Sponsors should coordinate with the ARP Field Office to assess whether rehabilitation or reconstruction is appropriate.</p>	<p>or marsh lands are situated adjacent to the airport and beneath the flight paths of air carriers.</p> <p>The ARFF vehicle must be commensurate with the airport’s current or projected (within the next five years) Class and ARFF Index. If the airport does not achieve Part 139 status in alignment with the acquired equipment within five years of acceptance, the sponsor could be asked to repay the grant.</p> <p>Exception for non-Part 139 certified airports with specific airport safety concerns (see Section E-2.2. for more details).</p> <p>Initial acquisition and reconstruction should include the auxiliary equipment or tools needed to ensure the vehicle is fully operational and serves its intended purpose, such as radios and communications equipment, forcible aircraft entry tools, emergency lighting mounted to the vehicle, test charges and refills of expendable items, input-based testing equipment, costs associated with mounting the necessary ARFF gear to the vehicle, and a simulator to perform training unique to the vehicle.</p> <p>If the vehicle has a skin penetrating nozzle, skins</p>	<p>as tires, belts, gaskets, plugs, replacement skins, etc. are considered routine work.</p>

Project Type	Justification and Useful Life	Additional Requirements and Considerations	Excluded Work
		<p>may be included with the initial acquisition, but not with reconstruction.</p> <p>The airport must either include a line item in the ARFF vehicle procurement to mount the necessary ARFF gear to the vehicle or mount the equipment using its own personnel.</p>	
<p>ARFF Buildings <i>Construct, Expand, Rehabilitate, & Reconstruct</i></p> <p>Unit of Measure: <i>Square Footage</i></p>	<p>Needed to protect ARFF equipment.</p> <p>ARFF buildings must be coordinated by the ARP Field Office with the 14 CFR Part 139 certification inspector for the airport.</p> <p>Reconstruction after 20 years (40 for concrete block structures) and the building is no longer functional or maintainable, rehabilitation after 10 years to extend its useful life.</p> <p>Total replacement of the ARFF building communication system is eligible every 10 years.</p> <p>Reconstruction may be eligible if necessary to relocate the building to satisfy response times required by Part 139.</p>	<p>A building to house eligible ARFF equipment (vehicles, supplies, and personnel). Space and interior finishes necessary to support the building's ARFF function as supported by ARP Field Office approval.</p> <p>The building may include an ARFF communication system, but the ARFF communication system can also be a stand-alone project. The ARFF communication system may include emergency crash phones, intercom systems, radio dispatch consoles, and alerting systems.</p> <p>A maintenance or service facility (also called a maintenance bay) for maintaining required safety and security equipment may be co-located in the ARFF building.</p> <p>An ARFF building communication system ensuring communication between airport fire stations, ARFF vehicles, and Air Traffic Control (ATC).</p>	<p>ARFF buildings that exceed the airport's current or projected Class and ARFF Index absent additional justification and ARP Field Office approval.</p> <p>Space exceeding that needed to support the number of employees required to meet Part 139 response times or local government staffing requirements.</p> <p>Routine work is not eligible.</p> <p>ARFF communication system duplicate or replacement parts are not eligible.</p>

Project Type	Justification and Useful Life	Additional Requirements and Considerations	Excluded Work
		<p>The service road from the building to the airfield, the access road to the facility, and / or parking for crew personal vehicles may also be included.</p>	
<p>ARFF Training Facilities <i>Construct & Reconstruct</i></p> <p>Unit of Measure: <i>Item Type (fixed or mobile) & Quantity</i></p>	<p>Needed to satisfy a current Part 139 requirement or a documented safety determination or finding.</p> <p>Reconstruction after 10 years and the facility is no longer functional or maintainable.</p> <p>Mobile training facilities are eligible for acquisition by an airport if the closest regional training facility is more than 100 miles away or by a state if the mobile training facility will benefit more than one airport in the state.</p>	<p>A training facility or mobile ARFF training facility used to support operational requirements under Part 139.</p> <p>Regional training facility project costs may include land, the burn area, maneuvering areas, a control center, an ARFF vehicle with capacity not to exceed 1,500 gallons, the vehicle bay(s), utilities, maintenance facilities, environmental protection, fencing, the access road, and a building for classrooms, showers, and lockers.</p> <p>An additional ARFF vehicle may be eligible if justified in the view of the 14 CFR Part 139 certification inspector based on the mix of area airport indices.</p> <p>Both mobile training facilities and regional training facilities may include the initial acquisition of the computer server, software, and dedicated hardware.</p>	<p>Rehabilitation and routine work are not eligible.</p> <p>An airport cannot have a fixed facility and a mobile facility for ARFF training. Selection of one makes the other ineligible.</p> <p>Regional training facilities that will duplicate the services provided by an existing, nearby regional training facility.</p>
<p>ARFF Safety Equipment <i>Acquire & Replace</i></p>	<p>Needed to satisfy a current Part 139 requirement or a documented safety</p>	<p>Project may include the purchase of Personal Protective Equipment (PPE) for crews serving eligible</p>	<p>Equipment exceeding the minimum number of personnel required to meet the</p>

Project Type	Justification and Useful Life	Additional Requirements and Considerations	Excluded Work
<p>Unit of Measure: <i>Item Type</i></p>	<p>determination or finding.</p> <p>The useful life for ARFF structural gear (firefighting suits) and for ARFF proximity gear is 10 years.</p> <p>Protective clothing may be replaced earlier if the 14 CFR Part 139 certification inspector verifies that the clothing is no longer usable or maintainable due to circumstances beyond the sponsor’s control.</p>	<p>ARFF vehicles that is necessary to ensure the ARFF vehicle’s intended utility and may include protective clothing or suits, self-contained breathing apparatus (SCBA), tools, ground vehicle training hardware and software for ARFF operations, and water rescue equipment.</p> <p>Equipment must align to the airport’s current or projected Class and ARFF Index. If the airport does not achieve Part 139 status in alignment with the acquired equipment within five years of acceptance, the sponsor could be asked to repay the grant.</p> <p>Exception for non-Part 139 certified airports with specific airport safety concerns (see Section E-2.2. for more details).</p> <p>Federally required interactive training systems (simulators) are eligible. Initial acquisition of the server, software, and dedicated hardware are eligible. New training modules to add new material are eligible.</p>	<p>operational requirements of Part 139.</p>
<p>Input-Based Testing Equipment <i>Acquire</i></p> <p>Unit of Measure: <i>Item Type (Aqueous Film Forming Foam)</i></p>	<p>Airport must own an ARFF vehicle required by Part 139 to have Aqueous Film Forming Foam (AFFF) or Fluorine-Free Foam (F3) and not currently own functional</p>	<p>Acquisition and installation of input-based testing equipment to ensure ARFF vehicles and their systems remain operationally capable of performing the functions required under Part 139. External input-</p>	<p>Spare parts, disposable items, measurement, and testing equipment.</p> <p>Fees to develop specifications,</p>

Project Type	Justification and Useful Life	Additional Requirements and Considerations	Excluded Work
	<p>equipment for input-based testing.</p>	<p>based testing equipment (carts) or vehicle modifications to install input-based testing equipment are eligible.</p> <p>Sponsors are limited to one set of external equipment per airport or vehicle modifications.</p> <p>The Federal share for the stand-alone acquisition or truck modification is 100% until December 20, 2027. This 100% Federal share is only applicable if the cart or modification was procured after December 2, 2022.</p> <p>New vehicles should be acquired with input-based testing functionality or have stand-alone equipment already available, which will ultimately make this project type obsolete.</p> <p>External equipment is not permanently affixed to an ARFF vehicle and can be used to conduct input-based testing for multiple vehicles.</p>	<p>consultant fees, and administrative costs.</p> <p>Rehabilitation and reconstruction are not eligible.</p>
<p>SRE Equipment <i>Acquire, Rehabilitate, & Replace</i></p> <p>Unit of Measure: <i>Item Type & Quantity</i></p>	<p>Part 139 airports: Sufficient equipment needed to clear Priority 1 paved areas within the outlined clearance times based on operation type as outlined in FAA AC 150/5200-30.</p> <p>Eligibility is limited to the minimum requirements</p>	<p>Snow plows, loaders, high-speed rotary plows, runway brooms, material spreaders, motor grader (if eligible) and snow melter (if eligible).</p> <p>Motor graders may be approved in limited circumstances and require coordination / approval of the ARP Field Office. The sponsor must demonstrate that the motor grader will</p>	<p>Routine work is not eligible; items such as tires, belts, gaskets, and plugs are considered routine work.</p> <p>Specialized equipment for removal of snow or ice on an engineered material arresting system (EMAS).</p>

Project Type	Justification and Useful Life	Additional Requirements and Considerations	Excluded Work
	<p>recommended by the applicable ACs, unless the ARP Field Office approves the sponsor’s assertion that the volume of traffic requires additional equipment. The sponsor must submit detailed supporting documentation to the ARP Field Office.</p> <p>Non-Part 139 airports: One snow removal carrier vehicle is eligible unless the ARP Field Office concurs that the airport is large enough, busy enough, and / or has significant snowfall to warrant an additional vehicle.</p> <p>Applicable to Part 139 and Non-Part 139 airports:</p> <p>Sponsors must provide pavement area calculations and a current FAA Form 5100-141, Inventory of Snow Removal Equipment, as part of justification for new SRE.</p> <p>Reconstruction after 10 years and the vehicle is no longer functional or maintainable, rehabilitation after 5</p>	<p>not damage airfield pavements.</p> <p>Fixed and portable snow melters may be approved in very limited circumstances and require coordination and approval of the ARP Field Office.</p> <p>Alaska only: Bulldozers may be approved in limited circumstances and require coordination / approval of the ARP Field Office.</p>	

Project Type	Justification and Useful Life	Additional Requirements and Considerations	Excluded Work
	<p>years to extend the vehicle’s useful life.</p> <p>A variety of factors may impact a vehicle’s operational capabilities and functional use. Sponsors should coordinate with the ARP Field Office to assess whether rehabilitation or reconstruction is appropriate.</p>		
<p>SRE Buildings <i>Construct, Expand, Reconstruct, Relocate, & Rehabilitate</i> Unit of Measure: <i>Square Footage</i></p>	<p>Needed to protect AIP-funded SRE and materials.</p> <p>At the time the building is programmed, the eligible SRE must be owned, on order, or budgeted by the airport within the next 5 years.</p> <p>Reconstruction after 20 years (40 for concrete block structures) and the building is no longer functional or maintainable, rehabilitation after 10 years to extend its useful life.</p>	<p>A storage building that includes space for SRE; may include space for sand and chemicals if no building exists for sand and chemicals.</p> <p>A new sand and chemical storage building if space does not exist within an existing SRE building.</p> <p>A maintenance or service facility (also called a maintenance bay) for maintaining required safety and security equipment may be co-located in the SRE building.</p> <p>Limited employee vehicle parking necessary to accommodate essential snow removal personnel on duty; and an airside service road for access to the facility.</p> <p>Alaska only: May include short-term or temporary employee sleeping quarters and space necessary to</p>	<p>Personnel quarters, snow control center or snow desk space for training or other functions.</p> <p>Storage of equipment and materials not needed for snow removal activities.</p> <p>The storage of deicing materials for aircraft.</p> <p>Routine work is not eligible.</p>

Project Type	Justification and Useful Life	Additional Requirements and Considerations	Excluded Work
<p>Alaska only: SRE Fuel Infrastructure <i>Acquire & Install</i> Unit of Measure: <i>Item Type</i></p>	<p>The airport must be in Alaska.</p>	<p>coordinate snow removal operations if approved by the ARP Field Office.</p> <p>Acquisition and installation of necessary fuel lines, storage tanks, and equipment to fuel SRE vehicles used at airports in Alaska.</p> <p>Facility must meet the requirements of 40 CFR § 112.8 (excluding production facilities).</p> <p>Alaska airports are not required to show that the project will increase the revenue producing ability of the airport or document that airside needs have been met to pursue funding.</p>	<p>Tanks that exceed the needs of SRE vehicles at the airport.</p> <p>Reconstruction, rehabilitation, and routine work are not eligible.</p>
<p>Emergency Operations Center (EOC) <i>Construct, Expand, Reconstruct, & Rehabilitate</i> Unit of Work: <i>Square Footage</i></p>	<p>Reconstruction after 10 years and the center is no longer functional or maintainable, rehabilitation after 5 years to extend the center’s useful life.</p>	<p>A specialized area where airport personnel monitor, coordinate, and respond to critical situations at the airport. This equipment is used for operational, and not security, purposes.</p>	<p>Equipment or furniture that is not mounted.</p> <p>Mobile command vehicles.</p>

87

88 **E-4. RELATED PROJECTS**

89 The projects in this section are not eligible for equipment and facility purposes; however, references to
 90 related projects that may be eligible are provided as applicable.

91 **TABLE E-4.1. RELATED PROJECTS**

Project Type	When Scope of Work Includes	See Appendix
Access and Service Roads	Non-public use service roads for airport operations vehicles to access the airfield	C, Airfield Infrastructure
Airfield Equipment	Driver’s Enhanced Vision System (DEVS), Forward Looking Infrared Systems (FLIRS), Vehicle Movement Area Transmitters (VMATs), Runway Incursion Warning System (RIWS)	C, Airfield Infrastructure
	Deicing equipment	D, Environmental & Energy
Fueling Equipment	Fueling equipment and infrastructure	L, Revenue Producing
	Fueling equipment and infrastructure for unleaded avgas fuel farms for piston-driven aircraft	D, Environmental & Energy
Security Equipment	Security equipment	M, Security

92

AIP HANDBOOK

Your Guide to Safety, Standards, and Infrastructure Development



1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26

APPENDIX F – LIGHTING, SIGNAGE AND MARKINGS

TABLE OF CONTENTS

Appendix F – Lighting, Signage and Markings.....	F-1
F-1. Overview	F-2
F-2. General Eligibility and Justification	F-2
F-2.1. Eligibility Criteria	F-2
F-2.2. Justification Requirements.....	F-2
F-2.2.1. Scope & Allowable Costs	F-2
F-2.2.2. Useful Life.....	F-3
F-3. Eligible Lighting, Signage and Marking Projects.....	F-3
F-3.1. Special Considerations	F-12
F-3.1.1. Lighting Projects Supporting U.S. Air Force (USAF) and Air National Guard (ANG)	F-12
F-3.1.2. Light Emitting Diode (LED) Lighting.....	F-12
F-3.1.3. Deicing Pad Lighting	F-12
F-3.1.4. Thermoplastic Markings.....	F-12
F-4. Related Projects	F-13

LIST OF TABLES

Table F-2.1. General Eligibility Requirements for Lighting, Signage, and Marking Projects.....	F-2
Table F-3.1. Eligible Lighting Projects	F-3
Table F-3.2. Eligible Signage Projects	F-8
Table F-3.3. Eligible Marking Projects	F-10
Table F-4.1. Related Projects	F-13

27 **F-1. OVERVIEW**

28 This appendix outlines the eligibility and justification requirements for lighting, signage, and marking
 29 projects needed to support eligible aircraft operational surfaces (AOS). This appendix discusses projects
 30 undertaken as part of an eligible AOS project as well as stand-alone projects.

31 **F-2. GENERAL ELIGIBILITY AND JUSTIFICATION**

32 See: 49 U.S.C. §§ [47101\(f\)](#), [47102\(3\)\(A\)](#), [47102\(3\)\(B\)\(ii\)](#), [47102\(3\)\(G\)](#), [47102\(3\)\(H\)](#), [47102\(3\)\(Y\)](#), and
 33 [47110\(d\)](#)

34 See also: 14 CFR § [139.311](#)

35 For eligibility and justification requirements applicable to all projects funded with AIP, see [Chapter 2,](#)
 36 [Eligibility & Justification.](#)

37 **F-2.1. ELIGIBILITY CRITERIA**

38 **TABLE F-2.1. GENERAL ELIGIBILITY REQUIREMENTS FOR LIGHTING, SIGNAGE, AND MARKING PROJECTS**

Item	Description
Location	Project must be on airport property, and the AOS must be eligible.
Scope	Project must be necessary to support safe aircraft operations on the airfield and meet FAA-prescribed standards.

39 **F-2.2. JUSTIFICATION REQUIREMENTS**

40 Projects must be necessary to achieve a statutorily directed policy including:

- 41 ▪ Completing an eligible AOS project;
- 42 ▪ Bringing an airport into conformity with FAA standards;
- 43 ▪ Enhancing safety at a Part 139 airport when a safety deficiency has been identified through a
 44 Part 139 requirement or violation;
- 45 ▪ Providing a required runway incursion prevention measure; or
- 46 ▪ Addressing a documented Runway Safety Action Team (RSAT) recommendation.

47 Justification for rehabilitation or reconstruction or replacement is based upon the applicable useful life
 48 standards discussed in [Section F-2.2.2.](#) and [Chapter 2, Paragraph 2-3.2., Minimum Useful Life.](#)

49 **F-2.2.1. SCOPE & ALLOWABLE COSTS**

50 Projects must align with the actual operational needs of the airport and not exceed the scope or
 51 quantities identified. The project’s scope must contain only the elements that are required to obtain the
 52 full benefit of the project.

53 When a lighting, signage, or marking project is necessary to achieve the overall development objective
 54 of an eligible AOS project, it should be included in the scope of work for that AOS project unless
 55 allowable as a stand-alone project under the following exception:

56 **Exception:** Stand-alone lighting, signage, and marking projects may be required to meet
 57 FAA standards or satisfy a documented safety requirement, deficiency, violation, or
 58 recommendation.

59 Excluded work and costs are not eligible.

60 F-2.2.2. USEFUL LIFE

61 [Chapter 2](#) discusses minimum useful life requirements applicable to all AIP-funded projects. One
 62 component of the minimum useful life requirement for equipment or a facility being rehabilitated or
 63 reconstructed is that the equipment or facility must no longer be operational or maintainable. [Chapter](#)
 64 [2, Section 2-3.2.](#), provides additional details on what factors the ARP Field Office must evaluate if the
 65 equipment or facility has not achieved its minimum useful life.

66 Tables [F-3.1.](#), [F-3.2.](#), and [F-3.3.](#) include specific minimum useful life requirements applicable to lighting,
 67 signage, and marking projects.

68 **F-3. ELIGIBLE LIGHTING, SIGNAGE AND MARKING PROJECTS**

69 For scope of work requirements applicable to all AIP-funded projects, see [Chapter 2](#).

70 Relevant Advisory Circulars (ACs) and Orders include, but are not limited to, the current version of:

- 71 ▪ [AC 150/5340-1, Standards for Airport Markings](#);
- 72 ▪ [AC 150/5340-30, Design and Installation Details for Airport Visual Aids](#);
- 73 ▪ [FAA Order JO 7110.118, Land and Hold Short Operations \(LAHSO\)](#);
- 74 ▪ [FAA Order JO 6030.20, Electrical Power Policy](#); and
- 75 ▪ [FAA Order JO 6950.2, Electrical Power Policy Implementation at National Airspace System](#)
 76 [Facilities](#).

77 See the [AC checklist](#) for a list of the latest version of ACs applicable to AIP-funded projects.

78 **TABLE F-3.1. ELIGIBLE LIGHTING PROJECTS**

Project Type	Justification and Useful Life	Additional Requirements and Considerations	Excluded Work
Runway Lighting - Edge, Centerline, and Touchdown Zone <i>Stand-Alone: Acquire, Install, Construct, Rehabilitate, & Reconstruct</i>	Airport must have night or instrument approach operations, and lighting must support those operations. Project may include centerline and touchdown zone	Lighting fixtures, lenses, transformers, pedestals, conduit, cabling, bases, and handholes. May also include lighting vault and associated equipment, Airfield Lighting Control and Monitoring System (ALCMS), utility service and airfield lighting	Enhanced centerline lighting at a non-Part 139 airports. Rehabilitation as part of an AOS project. Flight check under a reimbursable agreement for a

Project Type	Justification and Useful Life	Additional Requirements and Considerations	Excluded Work
<p>Necessary to Complete AOS: <i>Construct, Expand, Relocate, & Reconstruct</i></p> <p>Unit of Measure: <i>Item Type</i></p>	<p>lighting when landing operations below 2,400 feet of runway visual range (RVR) are permitted on Category II and III runway ends. Project may include centerline lighting when takeoff operations below 1,600 feet RVR are permitted.</p> <p>Reconstruction after 10 years and the equipment is no longer functional or maintainable, rehabilitation after 5 years to extend the equipment’s useful life.</p>	<p>engine generator as necessary.</p> <p>Rehabilitation is limited to replacing fixtures, lenses, transformers, and / or cabling. The majority of light bases and conduit will remain untouched.</p> <p>See Paragraph F-3.1.1., Lighting Projects Supporting USAF and ANG, for requirements directly supporting the United States Air Force (USAF) or the Air National Guard (ANG) at the airport.</p> <p>See Paragraph F-3.1.2., Light Emitting Diode (LED) Lighting, for additional requirements.</p>	<p>stand-alone runway edge lighting project, including LED conversions, unless ATO and ARP Headquarters determine a flight check is required.</p> <p>Routine work.</p>
<p>Runway Lighting – Land and Hold Short Lights (LAHSO)</p> <p>Stand-Alone: <i>Acquire, Install, Construct, Rehabilitate, & Reconstruct</i></p> <p>Necessary to Complete AOS: <i>Construct, Expand, Relocate, & Reconstruct</i></p> <p>Unit of Measure: <i>Item Type</i></p>	<p>Requires an approved LAHSO plan and meets minimum requirements in FAA Order 7110.118.</p> <p>Replacement after 10 years and the equipment is no longer functional or maintainable, rehabilitation after 5 years to extend the equipment’s useful life.</p>	<p>Fixtures, lenses, transformers, pedestals, conduit, cabling, bases, handholes, modifications to ALCMS, lighting vault, airfield lighting engine generator as necessary.</p> <p>Rehabilitation is limited to replacing fixtures, lenses, transformers, and cabling. The majority of light bases and conduit will remain untouched.</p>	<p>Costs for associated equipment, such as trucks and “follow-me” signs.</p> <p>Rehabilitation as part of an AOS project.</p> <p>Routine work.</p>
<p>Runway Incursion Lighting</p>	<p>Airport must be commercial service or have a documented</p>	<p>May include status lighting, clearance bars, runway</p>	<p>The sponsor is prohibited from transferring</p>

Project Type	Justification and Useful Life	Additional Requirements and Considerations	Excluded Work
<p>Stand-Alone: <i>Acquire, Install, Construct, Rehabilitate, & Reconstruct</i></p> <p>Necessary to Complete AOS: <i>Construct, Expand, Relocate, & Reconstruct</i></p> <p>Unit of Measure: <i>Item Type</i></p>	<p>safety deficiency identified by a 14 CFR Part 139 certification inspector or in an RSAT recommendation.</p> <p>Replacement after 10 years and the equipment is no longer functional or maintainable, rehabilitation after 5 years to extend the equipment’s useful life.</p>	<p>guard lighting, and stop bars.</p> <p>Surface Movement Guidance and Control System (SMGCS) lighting may include runway guard lights, clearance bars, stop bars to assist aircraft taxiing from a Category II / III runway to the apron with approved SMGCS plan.</p>	<p>ownership and maintenance of these systems to the FAA’s ATO.</p> <p>Rehabilitation as part of an AOS project.</p> <p>Routine work.</p>
<p>Lighted X’s</p> <p>Stand-Alone: <i>Acquire</i></p> <p>Necessary to Complete AOS: <i>Acquire</i></p> <p>Unit of Measure: <i>Item Type</i></p>	<p>AOS project must require runway closure and be approved in the Construction Safety and Phasing Plan (CSPP).</p> <p>Replacement as a new acquisition after 10 years and the equipment is no longer functional or maintainable and the equipment remains required.</p>	<p>Acquisition of lighted X’s.</p> <p>Contractor may furnish lighted X’s as an allowable cost under an AOS project.</p>	<p>If a contractor furnishes runway closure markings during an AOS project, the sponsor cannot require the contractor to turn lighted X’s over to the airport as part of the AOS project.</p>
<p>Taxiway Lighting - Edge and Centerline</p> <p>Stand-Alone: <i>Acquire, Install, Construct, Rehabilitate, & Reconstruct</i></p> <p>Necessary to Complete AOS: <i>Construct, Expand, Relocate, & Reconstruct</i></p>	<p>Taxiways must be associated with lighted runways.</p> <p>For centerline lighting, one of the following conditions must be met:</p> <ul style="list-style-type: none"> ▪ The taxiway connects to a Category II or III runway; or 	<p>May include lighting necessary to complement lighted runways, fixtures, transformers, pedestals, conduit, lenses, cabling, bases, and handholes. May also include runway incursion lighting, ALCMS, lighting vault, and airfield lighting engine generator as necessary.</p>	<p>Enhanced centerline lighting at a non-Part 139 airport.</p> <p>Rehabilitation as part of completion of an AOS project.</p> <p>Routine work.</p>

Project Type	Justification and Useful Life	Additional Requirements and Considerations	Excluded Work
<p>Unit of Measure: <i>Item Type</i></p>	<ul style="list-style-type: none"> ▪ The lighting is an RSAT recommendation. <p>Reconstruction after 10 years and the equipment is no longer functional or maintainable, rehabilitation after 5 years to extend the equipment’s useful life.</p>	<p>Rehabilitation is limited to replacing fixtures, lenses, transformers, and cabling. The majority of light bases and conduit will remain untouched.</p> <p>Reflectors are eligible in lieu of taxiway edge lights where a centerline system is installed or to enhance taxiway edge lights on short taxiway sections, curves, and intersections.</p> <p>See Paragraph F-3.1.1., Lighting Projects Supporting USAF and ANG, for requirements directly supporting USAF or the ANG at the airport.</p>	
<p>Taxilane Lighting - Edge</p> <p>Necessary to Complete AOS: <i>Reconstruct</i></p> <p>Unit of Measure: <i>Item Type</i></p>	<p>Taxilane lighting must exist.</p>	<p>May include all fixtures, transformers, pedestals, lenses, transformers, bases, cabling, and modifications to lighting vault / ALCMS.</p> <p>May be funded only with primary, nonprimary commercial service, general aviation, cargo, and state apportionments (also referred to as entitlement funding) or the Small Airport Fund.</p>	<p>Stand-alone taxilane edge lighting projects.</p> <p>Construction, rehabilitation, and routine work.</p>
<p>Apron Lighting – Flood and Edge</p> <p>Stand-Alone: <i>Acquire, Install, Construct, Rehabilitate, & Reconstruct</i></p> <p>Necessary to Complete AOS: <i>Construct, Expand,</i></p>	<p>Reconstruction after 10 years and the equipment is no longer functional or maintainable, rehabilitation after 5 years to extend the equipment’s useful life.</p>	<p>May include free standing apron flood light(s) or apron edge lighting, power vault and ALCMS upgrades or modifications as necessary.</p> <p>Rehabilitation is limited to replacing fixtures, lenses, transformers, cabling. The majority of light bases and</p>	<p>Rehabilitation when the apron is primarily used for deicing. See Paragraph F-3.1.3., Deicing Pad Lighting, for special considerations.</p> <p>Projects that will have an adverse</p>

Project Type	Justification and Useful Life	Additional Requirements and Considerations	Excluded Work
<p><i>Relocate, & Reconstruct</i></p> <p>Unit of Measure: <i>Item Type</i></p>		<p>conduit will remain untouched.</p> <p>May be used to light a deicing apron.</p> <p>See Paragraph F-3.1.1., Lighting Projects Supporting USAF and ANG, for requirements directly supporting USAF or the Air National Guard ANG at the airport.</p>	<p>effect on airport operations.</p> <p>Routine work.</p>
<p>Airfield Lighting Control and Monitoring System (ALCMS)</p> <p>Necessary to Complete Lighting or AOS: <i>Construct, Expand, Relocate, Modify, & Reconstruct</i></p> <p>Unit of Measure: <i>Item Type</i></p>	<p>Airport must have an Air Traffic Control Tower (ATCT).</p> <p>Reconstruction after 10 years and the equipment is no longer functional or maintainable.</p>	<p>May include ALCMS control panel in the ATCT, power and control cables, conduit, handholes, and connections in the airfield lighting vault.</p> <p>Construction and reconstruction are considered competitive procurements, while improvements and modifications are considered noncompetitive proposals. Both must follow the applicable requirements of 2 CFR Part 200.</p>	<p>Stand-alone projects.</p> <p>Rehabilitation and routine work.</p>
<p>Airfield Lighting Vault and Associated Equipment</p> <p>Stand-Alone: <i>Construct & Reconstruct</i></p> <p>Necessary to Complete AOS: <i>Construct, Expand, Modify, Improve, & Reconstruct</i></p> <p>Unit of Measure: <i>Item Type</i></p>	<p>Equipment Useful Life: Reconstruction after 10 years and the equipment is no longer functional or maintainable.</p> <p>Building Useful Life: Reconstruction after 20 years (40 for concrete block structures) and the building is no longer functional or maintainable.</p>	<p>May include building, utility service (power only), constant current regulators, power and control wiring, conduits, duct banks, handholes, and manholes.</p>	<p>Rehabilitation as a stand-alone project.</p> <p>Routine work.</p>

Project Type	Justification and Useful Life	Additional Requirements and Considerations	Excluded Work
<p>Airfield Lighting Engine Generator (E/G)</p> <p><i>Stand-Alone: Acquire, Install, Construct, & Reconstruct</i></p> <p><i>Necessary to Complete AOS: Construct, Expand, Relocate, & Reconstruct</i></p> <p><i>Unit of Measure: Item Type</i></p>	<p>Airport must be designated as a Continuous Power Airport (CPA) or supporting lighting on a Category II / III runway.</p> <p>Reconstruction is after 10 years and the equipment is no longer functional or maintainable.</p>	<p>May include engine generator, generator pad, bollards, above ground fuel tank, piping, conduits, cabling, control, power, automatic transfer switch, duct banks, handholes, and manholes.</p>	<p>Rehabilitation and routine work.</p> <p>Portable or mobile E/G installation.</p>
<p>Terminal Gate Position Lead-in Lights</p> <p><i>Stand-Alone: Install</i></p> <p><i>Unit of Measure: Number of Lights</i></p>	<p>Gate must not be exclusive use.</p>	<p>May include free-standing lighting used to lead aircraft into position at a terminal gate.</p> <p>Sponsor must coordinate with ARP Field Office and ARP Headquarters to ensure added lighting will not cause confusion for aircraft operations.</p> <p>May be funded only with nonprimary commercial service, general aviation, and cargo apportionments.</p>	<p>Lighting attached to the terminal building.</p>

79

80 **TABLE F-3.2. ELIGIBLE SIGNAGE PROJECTS**

Project Type	Justification and Useful Life	Additional Requirements and Considerations	Excluded Work
<p>Runway /Taxiway Signage (including distance-to-go signs, also known as runway distance remaining signs)</p>	<p>Lighted signs are only eligible at airports with a demonstrated need for night operations.</p> <p>Distance-to-go signs are only eligible on</p>	<p>May include fixtures, housing and panels.</p> <p>Conduit, boxes, transformers, and cabling may be included if signs are lighted or replacing signage due to changes in</p>	<p>Rehabilitation and routine work.</p> <p>Replacement of faded panels as a stand-alone project.</p>

Project Type	Justification and Useful Life	Additional Requirements and Considerations	Excluded Work
<p>Stand-Alone: <i>Acquire, Install, & Replace</i></p> <p>Necessary to Complete AOS: <i>Construct, Expand, Relocate, & Replace</i></p> <p>Unit of Measure: <i>Item Type</i></p>	<p>primary and secondary runways, and the runway must have turbojet operations.</p> <p>Replacement after 10 years and the equipment is no longer functional or maintainable.</p>	<p>designations based on magnetic variation, changes in airfield geometry, or required by standards.</p> <p>Faded panels may be replaced as an incidental cost of an eligible AOS project.</p>	
<p>Apron Signage</p> <p>Stand-Alone: <i>Acquire, Install, & Replace</i></p> <p>Necessary to Complete AOS: <i>Acquire, Install, Expand, Relocate, & Replace</i></p> <p>Unit of Measure: <i>Item Type</i></p>	<p>Lighted signs are only eligible at airports with a demonstrated need for night operations.</p> <p>Reconstruction after 10 years and the equipment is no longer functional or maintainable.</p>	<p>May include initial installation to delineate non-movement areas.</p> <p>May include fixtures, housing, and panels.</p> <p>Conduit, boxes, transformers, and cabling may be included if signs are lighted or replacing signage due to changes in designations required by standards.</p> <p>Faded panels may be replaced as an incidental cost of an eligible AOS project.</p>	<p>Rehabilitation and routine work.</p> <p>Replacement of faded panels as a stand-alone project.</p>
<p>Taxilane Signage</p> <p>Necessary to Complete AOS: <i>Acquire, Install, Expand, Relocate, & Replace</i></p> <p>Unit of Measure: <i>Item Type</i></p>	<p>Lighted taxilane signs are only eligible at airports with a demonstrated need for night operations and where other lighted signs exist.</p> <p>Taxilane signage is not eligible as a stand-alone project, therefore, meeting a minimum useful life is not required.</p>	<p>May include reconstructing signage including fixtures, housing, and panels.</p> <p>Conduit, boxes, transformers, and cabling may be included if signs are lighted or if replacing signage.</p> <p>Faded panels may be replaced as an incidental cost of an AOS project.</p>	<p>Rehabilitation and routine work.</p> <p>Stand-alone projects.</p>

Project Type	Justification and Useful Life	Additional Requirements and Considerations	Excluded Work
<p>Airfield Guidance Signage</p> <p><i>Stand-Alone: Acquire, Install, & Replace</i></p> <p>Necessary to Complete AOS: <i>Acquire, Install, Expand, Relocate, & Replace</i></p> <p>Unit of Measure: <i>Item Type</i></p>	<p>Lighted signs are only available at airports with instrument approach operations.</p> <p>Part 139 airports must have included proposed signs in their FAA-approved airport certification manual. The ARP Field Office may impose this same requirement on non-Part 139 airports.</p> <p>Reconstruction after 10 years and the equipment is no longer functional or maintainable.</p>	<p>Airfield guidance signage projects provide wayfinding along multiple eligible AOS to eligible buildings or other eligible AOS.</p> <p>May be used for an identified safety deficiency that encompasses multiple areas of the airfield.</p> <p>May include signs on service roads to notify drivers of an active runway.</p> <p>May include fixtures, housing, and panels.</p> <p>Conduit, boxes, transformers, and cabling may be included if signs are lighted or replacing signage due to changes in designations based on magnetic variation, changes in airfield geometry, or required by standards.</p> <p>Faded panels may be replaced as an incidental cost of an eligible AOS project.</p>	<p>Rehabilitation and routine work.</p> <p>Replacement of faded panels as a stand-alone project.</p>

81

82 **TABLE F-3.3. ELIGIBLE MARKING PROJECTS**

Project Type	Justification and Useful Life	Additional Requirements and Considerations	Excluded Work
<p>Runway Markings</p> <p><i>Stand-Alone: Install & Re-mark</i></p> <p>Necessary to Complete AOS: <i>Install & Re-mark</i></p>	<p>Re-marking after 3 years (paint) or 7 years (thermoplastic).</p> <p>Alaska Only: Runway markings can be conducted annually at Part 139 airports in</p>	<p>May include marking numbers, designations, edge marks, and centerlines.</p> <p>Re-marking existing pavement as needed for changes in designations or standards, to match</p>	<p>Stand-alone projects at Small, Medium, or Large Hub airports.</p> <p>Routine work.</p> <p>See Paragraph F-3.1.4., Thermoplastic</p>

Project Type	Justification and Useful Life	Additional Requirements and Considerations	Excluded Work
<p>Unit of Measure: <i>Item Type</i></p>	<p>Alaska if approved by the ARP Field Office.</p>	<p>updated signage, or to re-mark faded markings.</p> <p>Runway closure markings necessary to complete an eligible AOS project are an allowable cost of the AOS project.</p>	<p>Markings, for requirements.</p>
<p>Taxiway Markings Stand-Alone: <i>Install & Re-mark</i> Necessary to Complete AOS: <i>Install & Re-mark</i> Unit of Measure: <i>Item Type</i></p>	<p>Re-marking after 3 years (paint) or 7 years (thermoplastic).</p>	<p>May include marking numbers, designations, edge marks, and centerlines, including enhancing taxiway centerline markings at runway-taxiway intersections, and hold short markings.</p> <p>Re-marking existing pavement as needed for changes in designations or standards, to match updated signage, or to re-mark faded markings.</p>	<p>Stand-alone projects at Small, Medium, or Large Hub airports.</p> <p>Routine work.</p> <p>See Paragraph F-3.1.4., Thermoplastic Markings, for requirements.</p>
<p>Apron Markings (including deicing apron) Stand-Alone: <i>Install & Re-mark</i> Necessary to Complete AOS: <i>Install & Re-mark</i> Unit of Measure: <i>Item Type</i></p>	<p>Re-marking after 3 years (paint) or 7 years (thermoplastic).</p> <p>The minimum useful life is not applied when re-marking is necessary to complete an AOS reconstruction project.</p>	<p>May include marking or re-marking existing pavement as needed for changes in designations or standards, to match updated signage, or to re-mark faded markings.</p>	<p>Stand-alone projects at Small, Medium, or Large Hub airports.</p> <p>Routine work.</p> <p>See Paragraph F-3.1.4., Thermoplastic Markings, for requirements.</p>
<p>Taxilane Markings Necessary to Complete AOS: <i>Install & Re-mark</i> Unit of Measure: <i>Item Type</i></p>	<p>The minimum useful life is not applied when re-marking is necessary to complete an AOS reconstruction project.</p>	<p>May include marking or re-marking existing pavement as needed for changes in designations or standards, to match updated signage, or to re-mark faded markings.</p>	<p>Stand-alone projects.</p> <p>Routine work.</p> <p>See Paragraph F-3.1.4., Thermoplastic Markings, for requirements.</p>

Project Type	Justification and Useful Life	Additional Requirements and Considerations	Excluded Work
<p>Airfield Markings</p> <p><i>Stand-Alone: Install & Re-mark</i></p> <p><i>Necessary to Complete AOS: Install or Remark</i></p> <p><i>Unit of Measure: Item Type</i></p>	<p>Re-marking after 3 years (paint) or 7 years (thermoplastic).</p>	<p>May include marking or re-marking existing pavement as needed for changes in designations or standards, to match updated signage, or to re-mark faded markings.</p>	<p>Stand-alone projects at Small, Medium, or Large Hub airports.</p> <p>Routine work.</p> <p>See Paragraph F-3.1.4., Thermoplastic Markings, for requirements.</p>

83 F-3.1. SPECIAL CONSIDERATIONS

84 F-3.1.1. LIGHTING PROJECTS SUPPORTING U.S. AIR FORCE (USAF) AND AIR NATIONAL GUARD
85 (ANG)

86 Section 752 of the FAA Reauthorization Act of 2024 ([P.L. 118-63](#)) prohibits shortening the length or width
87 of the runway, apron, or taxiway of the airport if the airport directly supports a base of the USAF or the
88 ANG at the airport, regardless of the stationing of military aircraft. Runway, taxiway, and apron lighting,
89 markings and signage necessary to support the AOS project may be rehabilitated or reconstructed to the
90 AOS dimensions supporting continued USAF or ANG operations.

91 F-3.1.2. LIGHT EMITTING DIODE (LED) LIGHTING

92 Light emitting diode (LED) technology may be used in lieu of halogen for certain applications. LEDs are
93 permitted for high intensity runway lights (HIRL), including edge and centerline, obstruction lights (see
94 [Appendix C, Airfield Infrastructure](#)), and approach lighting systems (see [Appendix G, NavAids](#)).

95 HIRL construction or HIRL reconstruction (replacement) must either:

- 96 ▪ Include a lifecycle cost comparison between LED and halogen lighting technologies, or
- 97 ▪ Be a recommendation in the airport energy management plan.

98 Replacing halogen with LED lighting at any time other than construction or reconstruction must include
99 LED lighting as a recommendation in the airport energy management plan (see [Appendix D,
100 Environmental & Energy](#)).

101 F-3.1.3. DEICING PAD LIGHTING

102 Deicing pad lighting eligibility is established under [49 U.S.C. § 47102](#), which includes constructing and
103 reconstructing deicing pads and appropriate lighting as airport development. Because the statute
104 specifies that deicing pads are only eligible for construction and reconstruction, if the primary purpose of
105 the apron is as a deicing pad, the lighting is also only eligible for construction and reconstruction.

106 F-3.1.4. THERMOPLASTIC MARKINGS

107 [FAA AC 150/5340-1, Standards for Airport Markings](#), provides specifications for the use of thermoplastic
 108 markings instead of paint for AOS and airfield markings. The use of thermoplastic markings in lieu of
 109 paint requires additional justification, including a life cycle cost comparison demonstrating that the costs
 110 are reasonable, and the procurement must meet [2 CFR Part 200](#) requirements.

F-4. RELATED PROJECTS

112 The projects in this section are not eligible for lighting, signage, or marking purposes; however,
 113 references to related projects that may be eligible are provided as applicable.

114 **TABLE F-4.1. RELATED PROJECTS**

appr	When Scope of Work Includes	See Appendix
Electrical Emergency Generator	Documented as needed in an Energy Management Plan or equivalent planning document	D, Environmental & Energy
Lighting	Deicing pads	D, Environmental & Energy
	Approach lighting systems	G, NAVAIDS
	Security access control lighting	M, Security
Runways, Taxiways, Aprons, and Taxilanes	Construction, rehabilitation, reconstruction, extend, expand	B, Aircraft Operational Surfaces

115



1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20

APPENDIX G – NAVAIDS

TABLE OF CONTENTS

Appendix G – NAVAIDS	G-1
G-1. Overview	G-2
G-2. General Eligibility and Justification	G-2
G-2.1. Eligibility Criteria	G-2
G-2.2. Justification Requirements.....	G-3
G-2.2.1. Scope & Allowable Costs.....	G-3
G-2.2.2. Useful Life.....	G-4
G-3. Eligible NAVAID Projects	G-5
G-4. Related Projects	G-14

LIST OF TABLES

Table G-2.1. General Eligibility Requirements For NAVAID Projects	G-2
Table G-2.2. General Justification Requirements For NAVAID Projects	G-3
Table G-2.3. General Scope Of Work For NAVAID Projects	G-3
Table G-3.1. Eligible NAVAID Projects.....	G-5
Table G-4.1. Related Projects.....	G-14

21 **G-1. OVERVIEW**

22 Navigational aids (NAVAIDs) include a range of equipment that is vital to safe aircraft operations by
 23 offering visual and electronic guidance during landings and takeoffs. Weather equipment is essential for
 24 identifying and reporting on airport conditions and weather.

25 This appendix outlines the requirements for specific communications, navigation, surveillance, and
 26 weather (CNSW) equipment.

27 **G-2. GENERAL ELIGIBILITY AND JUSTIFICATION**

28 See: 49 U.S.C. §§ [47101](#), [47102](#), [47110](#), and [44502](#)

29 NAVAIDs can be owned by either the FAA or airport sponsors. AIP funds sponsor-owned NAVAIDs and
 30 weather systems, which could be eligible for transfer to the FAA after commissioning if the transfer
 31 meets statutory requirements. To be accepted into the National Airspace System (NAS), certain sponsor-
 32 owned NAVAIDs and weather systems must be coordinated with the FAA’s [Non-Federal Program Office](#).

33 For eligibility and justification requirements applicable to all projects funded with AIP, see [Chapter 2](#),
 34 [Eligibility & Justification](#).

35 **G-2.1. ELIGIBILITY CRITERIA**

36 **TABLE G-2.1. GENERAL ELIGIBILITY REQUIREMENTS FOR NAVAID PROJECTS**

Item	Description
Ownership & Operator	<p>The sponsor must own and maintain the AIP-funded facility, unless the facility is eligible for and transferred to FAA. See Table G-3.1 for more information on transfer eligibility concerning specific equipment.</p> <p>Alaska and Hawaii Only: General aviation airports classified as basic and local under the current National Plan of Integrated Airport Systems (NPIAS) may transfer ownership of eligible systems and equipment that meet FAA requirements to the Air Traffic Organization (ATO) regardless of funding source used to purchase the systems and equipment. See the current version of Advisory Circular (AC) 170-9A, Criteria for Assumption of Ownership of Non-Federal Systems, for guidance on acceptance of eligible systems.</p>
Use	The NAVAID must be for nonexclusive public use.
Scope	The project supports congressionally directed priorities and aircraft operations for landing at or taking off from an airport by providing visual and electronic guidance as well as airport and weather identification and reporting.
On-Airport	<ul style="list-style-type: none"> ▪ The NAVAID must be on airport property and depicted on the latest FAA-approved ALP. ▪ The runway must be eligible (see Appendix B, Aircraft Operational Surfaces).

Item	Description
Off-Airport	If NAVAIDS will be installed or relocated off-airport property, sufficient property rights acceptable to the FAA, such as an easement are required. The easement must be shown on the Exhibit A Property Inventory Map.

37 G-2.2. JUSTIFICATION REQUIREMENTS

38 **TABLE G-2.2. GENERAL JUSTIFICATION REQUIREMENTS FOR NAVAID PROJECTS**

Item	Description
Objective	<ul style="list-style-type: none"> ▪ The project must achieve at least one of the congressionally directed priorities: <ul style="list-style-type: none"> ○ accommodate capacity; ○ achieve compliance with standards; or ○ address safety determinations; and ▪ There is an actual need for the project and a timeframe for the need; and ▪ Only the elements required to obtain the full benefit of the project are included in the scope.
Instrument Runway Designation	Runway must be designated as an FAA instrument runway, with certain NAVAID equipment being necessary to establish instrument capabilities (e.g., instrument landing system or ILS, area navigation or RNAV, approach lighting system or ALS, and runway visual range or RVR).

39 G-2.2.1. SCOPE & ALLOWABLE COSTS

40 The project scope must align with the project’s justification. Project scope includes allowable costs the
 41 FAA has determined are necessarily incurred in carrying out the project and reasonable in amount.

42 Allowable temporary construction costs include the acquisition and installation of interim non-Federal
 43 or Federal NAVAIDs deemed necessary by relevant authorities to maintain visual or instrument
 44 capability during extended construction periods of an AIP project.

45 Generally Excluded Work:

- 46 ▪ Routine work, including light bulb replacement, erosion control, and minor replacement of
 47 parts.
- 48 ▪ Obstacle removal efforts are typically not allowable unless certain criteria are met (see
 49 [Appendix C, Airport Infrastructure](#)).
- 50 ▪ NAVAID Relocation: AIP participation to move or replace FAA-owned NAVAIDs that impede an
 51 AIP-funded project must not include refurbishing, enhancing, or upgrading the system.

52 **TABLE G-2.3. GENERAL SCOPE OF WORK FOR NAVAID PROJECTS**

Item	Description
Equipment	FAA-approved equipment.
Power and Control	Necessary for the NAVAID to function and meet FAA’s electrical power policy to ensure high-quality, reliable, and backed-up electrical power for NAS facilities.
Spare Part Costs of Visual Aids	<p>NAVAID spare part costs are allowable only if all the following criteria are met:</p> <ul style="list-style-type: none"> ▪ The spare parts are for eligible airport visual aids listed in the current AC 150/5340-26, Maintenance of Airport Visual Aid Facilities; ▪ The spare parts are included in the same grant as the airport visual aid installation; ▪ The cost does not exceed the lesser of 10% of the total airport visual aid cost or \$10,000; ▪ The spare parts are minor components that the sponsor's own staff can replace; and ▪ The sponsor can store or accurately account for the spare parts inventory.
Site Preparation	Trenching, boring, grading, etc.
Flight Check	FAA flight checks, when required to commission a NAVAID, must be conducted via a reimbursable agreement (RA). The cost for the FAA’s ATO to conduct more than one flight check (also called flight inspections), including the associated costs for contractor participation, during the commissioning of a NAVAID is prohibited, unless an additional flight check is required through no fault of the sponsor.
Obstacle Removal	Controlling obstacles that penetrate airport design approach or departure surfaces and / or terminal instrument procedures (TERPS) surfaces.
Service Road	Necessary to access the NAVAID once the project is complete.
Non-Fed Coordination	Coordination with the FAA’s Non-Federal Program Office .

53 G-2.2.2. USEFUL LIFE

54 Projects are eligible for initial acquisition and installation and reconstruction. Reconstruction or
 55 replacement of sponsor-owned equipment is eligible only after the useful life has expired and the
 56 equipment or infrastructure is no longer functional or maintainable. Airport rotating beacons may also
 57 be justified for rehabilitation.

58 [Chapter 2](#) discusses minimum useful life requirements applicable to all AIP-funded projects. One
 59 component of the minimum useful life requirement for equipment or a facility being reconstructed is
 60 that the equipment or facility must no longer be operational or maintainable, while rehabilitation must
 61 extend the useful life. [Chapter 2, Section 2-3.2., Minimum Useful Life](#), provides details on what factors
 62 the ARP Field Office must evaluate if the equipment or facility has not achieved its minimum useful life.

63 [Table G-3.1.](#) includes specific minimum useful life requirements applicable to NAVAID projects.

G-3. ELIGIBLE NAVAID PROJECTS

- 65 For scope of work requirements applicable to all AIP-funded projects, see [Chapter 2](#).
- 66 Relevant Advisory Circulars (ACs) and Orders include, but are not limited to, the current version of:
- 67 ▪ [AC 150/5300-13, Airport Design](#);
 - 68 ▪ [AC 150/5345-28, Precision Approach Path Indicator \(PAPI\) Systems](#);
 - 69 ▪ [AC 150/5345-27, FAA Specification for Wind Cone Assemblies](#);
 - 70 ▪ [AC 150/5340-26, Maintenance of Airport Visual Aid Facilities](#);
 - 71 ▪ [AC 150/5340-30, Design and Installation Details for Airport Visual Aids](#);
 - 72 ▪ [AC 150/5345-12, Specification for Airport and Heliport Beacons](#);
 - 73 ▪ [AC 150/5220-16, Automated Weather Observing Systems \(AWOS\) for Non-Federal Applications](#);
 - 74 ▪ [AC 150/5340-5, Segmented Circle Airport Marker System](#);
 - 75 ▪ [AC 170-9A, Criteria for Assumption of Ownership of Non-Federal Systems](#);
 - 76 ▪ [FAA Order JO 6030.20, Electrical Power Policy](#);
 - 77 ▪ [FAA Order JO 7400.2, Procedures for Handling Airspace Matters](#);
 - 78 ▪ [FAA Order 6700.20, Approval, Operation, and Oversight of Non-Federal Systems](#);
 - 79 ▪ [FAA Order 7031.2, Airway Planning Standard Number One Terminal Air Navigation Facilities and](#)
80 [Air Traffic Services](#);
 - 81 ▪ [FAA Order 8260.3, United States Standard for Terminal Instrument Procedures \(TERPS\)](#);
 - 82 ▪ [FAA Order 8260.19, Flight Procedures and Airspace](#); and
 - 83 ▪ [FAA Order 8200.1, United States Standard Flight Inspection Manual](#).
- 84 See the [AC checklist](#) for a list of the latest version of ACs applicable to AIP-funded projects.

TABLE G-3.1. ELIGIBLE NAVAID PROJECTS

Project Type	Justification and Useful Life	Additional Requirements and Considerations	Excluded Work
Instrument Approach Aid Instrument Landing System (ILS) <i>Acquire, Install, & Reconstruct</i> Unit of Measure: <i>Item Type & Quantity</i>	<p>The runway must be eligible and instrument designated.</p> <p>The airport must be Large, Medium, or Small hub with the ILS serving a new or extended runway used primarily for arrivals or at a towered airport if the ILS is needed to provide Category II or III</p>	<p>The ILS provides electronic guidance for safe aircraft landing in reduced visibility, with components including localizer (LOC) and glide slope (GS) antennae offering horizontal and vertical guidance.</p> <p>Additional NAVAID components can enhance ILS approach minimums for Category II and III, including</p>	<p>Rehabilitation and routine work.</p> <p>Replacement of ATO-owned ILS is prohibited.</p> <p>The ARP Field Office must not program a new ILS on an existing runway.</p>

Project Type	Justification and Useful Life	Additional Requirements and Considerations	Excluded Work
	<p>minimums during extended periods of low visibility.</p> <p>New ILS installations are only funded if an RNAV (e.g., localizer performance with vertical guidance or LPV) approach is unsuitable for more than 100 hours annually, with written concurrence from the ARP Field Office.</p> <p>ILS installations planned for ATO transfer require advanced ARP Field Office approval.</p> <p>A satisfactory benefit cost analysis (BCA) is required.</p> <p>Reconstruction is eligible after 15 years, and the equipment is no longer functional or maintainable.</p>	<p>special authorization capabilities.</p> <p>Projects may include design, equipment, power and control wiring, utility service, electrical power or control components, duct bank, conduit, manholes, handholes, grading, engine generator, platform, airfield lighting vault, airfield lighting control and monitoring system (ALCMS), and design surface clearances.</p> <p>The project must ensure a fully operational ILS upon completion.</p> <p>Coordination with the FAA’s Non-Federal Program Office is required.</p> <p>The equipment installation must meet ATO RA conditions.</p> <p>Flight check via RA is required.</p> <p>The sponsor must secure a radio frequency spectrum assignment if needed.</p> <p>Alaska and Hawaii Only:</p> <p>If FAA has determined that a satellite navigation system cannot provide a suitable approach to the airport, the sponsor may transfer an ILS consisting of a GS and LOC to the ATO if Federal funds were used to purchase the system. If the airport is a general aviation airport classified as basic or local</p>	<p>An ALS to an existing runway end must be separately justified.</p> <p>New ground-based ILS installations are not funded where an RNAV approach can provide similar capabilities.</p>

Project Type	Justification and Useful Life	Additional Requirements and Considerations	Excluded Work
		<p>under the current NPIAS, the airport may transfer the ILS to the FAA’s ATO even if Federal funds were not used to purchase the system.</p>	
<p>Instrument Approach Aid</p> <p>Runway Visual Range (RVR)</p> <p><i>Acquire, Install, & Reconstruct</i></p> <p>Unit of Measure: <i>Item Type & Quantity</i></p>	<p>The runway must be eligible and instrument designated with instrument procedures having published RVR minimums. Normally installed to support RNAV and ILS approaches.</p> <p>Reconstruction is eligible after 15 years, and the equipment is no longer functional or maintainable.</p>	<p>Visibility information is made available to air traffic control (ATC) and pilots.</p> <p>The sponsor cannot transfer the ownership and maintenance of the RVR to the FAA’s ATO unless installed as part of a complete ILS.</p> <p>Projects may include design, equipment, power and control wiring, utility service, electrical power or control components, duct bank, conduit, manholes, handholes, grading, platform, airfield lighting vault, and design surface clearances.</p> <p>Funding Restrictions at Nonprimary Airports: Only nonprimary commercial service or nonprimary general aviation airport apportionment funding (sometimes called entitlements) can be used at nonprimary airports.</p>	<p>Rehabilitation and routine work.</p> <p>An ILS must be separately justified.</p>
<p>Runway Visual Guidance System</p> <p>Approach Lighting System (ALS)</p> <p><i>Install & Reconstruct</i></p> <p>Unit of Measure: <i>Item Type & Quantity</i></p>	<p>The runway must be eligible and instrument designated with instrument procedures that will have a reduction in visibility minimums of at least ¼ mile due to ALS, as</p>	<p>Includes ALS, approach lighting system with sequenced flashing lights (ALSF), medium intensity approach lighting system and runway alignment indicator lights (MALSR), and medium intensity</p>	<p>Rehabilitation and routine work.</p>

Project Type	Justification and Useful Life	Additional Requirements and Considerations	Excluded Work
	<p>verified in the Terminal Procedures Publication.</p> <p>Normally installed to support RNAV and ILS approaches.</p> <p>Only eligible on a runway with published instrument approach procedures and 300 or more recorded annual instrument approaches or 300 or more recorded annual instrument approaches predicted within five years.</p> <p>Medium intensity approach lighting system without runway alignment indicator lights (MALS) require additional justification because runway alignment indicator lights are an integral part of most ALS installations.</p> <p>A satisfactory BCA is required.</p> <p>Reconstruction and replacement are eligible after 15 years, and the equipment is no longer functional or maintainable.</p>	<p>approach lighting system with sequenced flashing lights (MALSF).</p> <p>Operation / Maintenance: The sponsor cannot transfer the ownership and maintenance of an ALS to the FAA’s ATO unless it is installed as part of a complete ILS that includes an ALS.</p> <p>Required outcome requires complete ALS installation with clear approaches that reduce the visibility minimums and meet FAA installation standards.</p> <p>Flight check via RA when ALS is associated with new or modified instrument approach procedure (IAP).</p> <p>Alaska and Hawaii Only: May transfer a MALSR with runway alignment indicator lights to the FAA’s ATO if Federal funds were used to purchase the system. If the airport is a general aviation airport classified as basic or local under the current NPIAS, the airport may transfer the MALSR to the FAA’s ATO even if Federal funds were not used to purchase the system.</p>	
<p>Runway Vertical / Visual Guidance System</p> <p>Runway End Identification Lights (REILs)</p>	<p>The runway must be eligible.</p> <p>REILs help pilots positively identify the runway’s approach end, especially during low visibility or at nighttime</p>	<p>The airport cannot transfer ownership of these systems to the FAA’s ATO.</p> <p>Flight check is required if new or relocated REIL is sited to support an IAP.</p>	<p>Rehabilitation and routine work.</p>

Project Type	Justification and Useful Life	Additional Requirements and Considerations	Excluded Work
<p><i>Install, Reconstruct, & Replace</i></p> <p>Unit of Measure: <i>Item Type & Runway Threshold Location</i></p>	<p>in areas with many lights or in areas without proximate light interference, such as featureless terrain.</p> <p>Justified on runway ends without an approach lighting system that are visual, have circling minima, or have straight-in instrument flight procedures.</p> <p>Reconstruction and replacement are eligible after 15 years, and the equipment is no longer functional or maintainable.</p>		
<p>Runway Vertical / Visual Guidance System</p> <p>Precision Approach Path Indicator (PAPI)</p> <p><i>Install, Reconstruct, & Replace</i></p> <p>Unit of Measure: <i>Item Type & Runway Threshold Location</i></p>	<p>Justified on any eligible runway, as PAPIs enhance safety by providing beneficial vertical visual guidance to assist the pilot of an aircraft in flying a stabilized approach.</p> <p>Reconstruction and replacement are eligible after 15 years, and the equipment is no longer functional or maintainable.</p>	<p>Install a 4-box PAPI on runway ends with IAPs that provide vertical guidance (precision or approach procedure vertical), runway ends with a jet as its critical aircraft, or at Part 139 airports.</p> <p>Install a 2-box PAPI on runway ends that are visual or have only non-precision IAPs, or when obstacle mitigation is necessary in the runway approach.</p> <p>The airport cannot transfer ownership of these systems to the FAA's ATO.</p> <p>Flight check is required if the new or relocated PAPI is used to support an IAP or is being installed to mitigate 20:1 obstacle penetrations.</p>	<p>Visual approach slope indicators (VASI) are not eligible.</p> <p>Rehabilitation and routine work.</p>

Project Type	Justification and Useful Life	Additional Requirements and Considerations	Excluded Work
<p>Compass Calibration Pad <i>Install & Remark</i> Unit of Measure: <i>Item Type</i></p>	<p>The aircraft operational surface (AOS) must be eligible.</p> <p>Site conditions and airport design criteria determine a suitable location for a compass calibration pad.</p> <p>Conducting a magnetic survey establishes the suitability of a final location.</p> <p>Remarking is eligible after 3 years (paint) or 7 years (thermoplastic). See Appendix F, Lighting, Signage & Markings, for additional information on thermoplastic markings.</p>	<p>Planned and constructed with adjacent, nonexclusive use taxiway or apron pavement.</p> <p>Can be a stand-alone project or can be funded through an AOS apron or taxiway project (see Appendix B, Aircraft Operational Surfaces).</p>	<p>Rehabilitation and routine work.</p>
<p>Wind Cone (also referred to as a windsock) <i>Install & Reconstruct</i> Unit of Measure: <i>Item Type & Quantity</i></p>	<p>Primary Wind Cone: Required at all airports.</p> <p>Supplemental Wind Cones: Must meet standards or Part 139 requirements.</p> <p>Lighting Requirements: All wind cones must be lit at airports with runway lighting.</p> <p>Reconstruction is eligible after 15 years, and the equipment is no longer functional or maintainable.</p>	<p>Must result in a fully compliant installation, including necessary mounting and installation equipment like poles and power feed.</p>	<p>Rehabilitation and routine work.</p>
<p>Segmented Circle <i>Install & Reconstruct</i> Unit of Measure: <i>Item Type & Quantity</i></p>	<p>Can be co-located with the primary wind cone for ease of location for pilots.</p>	<p>Includes necessary mounting and installation equipment.</p>	<p>Rehabilitation and routine work.</p> <p>Not eligible at heliports and seaplane bases.</p>

Project Type	Justification and Useful Life	Additional Requirements and Considerations	Excluded Work
	<p>Reconstruction is eligible after 15 years, and the equipment is no longer functional or maintainable.</p>	<p>Must result in a compliant installation that meets standards.</p>	
<p>Rotating Beacon <i>Install, Rehabilitate, & Reconstruct</i> Unit of Measure: <i>Item Type & Quantity</i></p>	<p>The airport must be open at night and must have runway lights to justify a beacon.</p> <p>Needed to satisfy a current Part 139 requirement or a documented safety determination or finding.</p> <p>Reconstruction is eligible after 15 years, and the equipment is no longer functional or maintainable. Rehabilitation after 8 years to extend the useful life.</p>	<p>Rehabilitation may include overhauling the light, addressing structural issues with a pole or tower, updating the control cabinet, and / or the power feed.</p> <p>Must result in a fully functional airport beacon that meets standards.</p>	<p>Routine work.</p>
<p>Automated Weather Observing System (AWOS) <i>Install & Reconstruct</i> Unit of Measure: <i>Item Type & Quantity</i></p>	<p>Requires prior notification to and concurrence from the Service Center Non-Federal Program Implementation Manager (PIM).</p> <p>The ARP Field Office must not program the project prior to verifying that the sponsor has completed PIM coordination including radio spectrum frequency assignment.</p> <p>No other FAA-owned or maintained weather reporting system must</p>	<p>Project may include site preparation (grading and removing obstructions).</p> <p>Automatic telephone answering systems or radio transmitters are an allowable cost if all approvals and frequency assignments are obtained.</p> <p>Install AWOS equipment and necessary electrical work.</p> <p>At airports that have aircraft or expect to have aircraft operating under 14 CFR Part 135, the sponsor must connect the AWOS-III via subscription using an</p>	<p>Rehabilitation and routine work.</p> <p>Subscription costs for WMSCR connection after the first 60 days.</p>

Project Type	Justification and Useful Life	Additional Requirements and Considerations	Excluded Work
	<p>exist or be planned at the airport (e.g., ASOS), excluding weather monitoring aids installed in the air traffic control tower (ATCT).</p> <p>Reconstruction is eligible after 15 years, and the equipment is no longer functional or maintainable.</p>	<p>approved third-party service provider to the Weather Messaging Switching Center Replacement (WMSCR) for dissemination of weather data to pilots, flight planning vendors, and the National Weather Service.</p> <p>Airports without current or expected instrument flight rules (IFR) operations under 14 CFR Part 135 are to use AWOS systems below AWOS III. These airports should not select systems that can be upgraded to AWOS III or higher to ensure fair manufacturer competition.</p> <p>If sponsors bid for AWOS-A, AWOS-A/V, AWOS-I, or AWOS-II without upgrade requirements and the lowest bid is for an upgradable system, they can use non-AIP funds for the upgrade. In that case, sponsors must work with their PIM on AWOS-III needs.</p> <p>Alaska and Hawaii Only:</p> <p>May transfer an AWOS to the FAA's ATO if Federal funds were used to purchase the system. If the airport is a general aviation airport classified as basic or local under the current NPIAS, the airport may transfer the AWOS to the FAA's ATO even if Federal</p>	

Project Type	Justification and Useful Life	Additional Requirements and Considerations	Excluded Work
		funds were not used to purchase the system.	
<p>Don Young Alaska Aviation Safety Initiative (DYAASI)</p> <p>(1) AWOS</p> <p>(2) Visual Weather Observation Systems (VWOS)</p> <p>(3) Weather Cameras</p> <p>(4) Automatic Dependent Surveillance-Broadcast (ADS-B) Ground Stations</p> <p><i>Acquire & Install</i></p> <p>Unit of Measure: <i>Item Type & Quantity</i></p>	<p>The airport is in Alaska, Hawaii, Puerto Rico, American Samoa, Guam, the Northern Mariana Islands, or the Virgin Islands and classified in the most recent NPIAS.</p> <p>Funding requests can be made by sponsors of covered airports for general aviation apportionment and / or Alaska Supplemental funding.</p>	<p>Aims to enhance aviation safety at covered airports.</p> <p>AWOS:</p> <ul style="list-style-type: none"> Ensure each covered airport has an installed, operating, and reliable automated weather system by December 31, 2030. Eligible systems must be approved for use by 14 CFR Part 121 and 135 aircraft operators. <p>VWOS:</p> <ul style="list-style-type: none"> VWOS will be eligible once implementing operational specifications are available. <p>Weather Cameras:</p> <ul style="list-style-type: none"> Must meet current technical specifications from the ATO’s Weather Camera Program. <p>ADS-B Ground Stations:</p> <ul style="list-style-type: none"> Sponsors may execute agreements with FAA’s ADS-B vendor to install additional ground stations. <p>Sponsor must obtain approval from the ARP Field Office and ARP Headquarters for ADS-B expansion initiatives.</p>	<p>Ownership, operation, and maintenance cannot be transferred to the FAA for VWOS, non-Federal weather cameras, or ADS-B ground stations.</p>

86 **G-4. RELATED PROJECTS**

87 The projects in this section are not eligible for NAVAID development; however, references to related
 88 projects that may be eligible are provided as applicable.

89 **TABLE G-4.1. RELATED PROJECTS**

Project Type	When Scope of Work Includes	See Appendix
Area Navigation (RNAV)	Aeronautical Surveys	K, Planning
Compass Calibration Pad	Apron	B, Aircraft Operational Surfaces
	Markings	F, Lighting, Signage & Markings
Runway and Taxiway Lighting	Touchdown zone lighting, Land and Hold Short Operations (LAHSO) lighting, Airfield Lighting Control and Monitoring System (ALCMS), runway and taxiway center line and edge lights, and airfield lighting vault	F, Lighting, Signage & Markings

90

DRAFT



1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20

APPENDIX H – NEW AIRPORT

TABLE OF CONTENTS

Appendix H – New Airport	H-1
H-1. Overview	H-2
H-2. General Eligibility and Justification.....	H-2
H-2.1 Eligibility Criteria	H-2
H-2.2 Justification Requirements	H-3
H-2.2.1 Scope & Allowable Costs	H-3
H-2.2.2 Useful Life	H-4
H-3. Eligible New Airport Projects.....	H-4
H-4. related Projects	H-5

LIST OF TABLES

Table H-2.1. General Eligibility Requirements for New Airport Projects.....	H-2
Table H-2.2. Justification Requirements for New Airport Projects	H-3
Table H-2.3. New Airport Types	H-3
Table H-3.1. Eligible New Airport Projects	H-4
Table H-4.1. Related Projects	H-5

21 **H-1. OVERVIEW**

22 This appendix outlines the eligibility and justification requirements for projects associated with new
 23 airports. New airports include replacement, supplemental, or additional airports, inclusive of heliports
 24 and seaplane bases. A new airport is also one that has been converted from former military to civilian
 25 ownership and use, or to the civilian component of a newly established joint use facility.

26 New airport projects require extensive coordination with ARP Headquarters. New sponsors necessitate
 27 ARP Headquarters review and concurrence. ARP Field Offices must notify ARP Headquarters when
 28 consideration of the new airport begins.

29 **H-2. GENERAL ELIGIBILITY AND JUSTIFICATION**

30 See: 49 U.S.C. §§ [47102\(3\)\(A\)](#) and [47102\(3\)\(C\)](#)

31 For eligibility and justification requirements applicable to all projects funded with AIP, see [Chapter 2,](#)
 32 [Eligibility & Justification.](#)

33 **H-2.1 ELIGIBILITY CRITERIA**

34 **TABLE H-2.1. GENERAL ELIGIBILITY REQUIREMENTS FOR NEW AIRPORT PROJECTS**

Item	Description
National Plan of Integrated Airport Systems (NPIAS) Status	The airport is included in the current NPIAS or the FAA has determined the airport meets the criteria for inclusion in the NPIAS. The airport must be accepted into the NPIAS before requesting AIP funds.
Sponsorship	<ul style="list-style-type: none"> ▪ A public agency or a private owner of a public-use airport capable of funding the non-Federal share of airport costs and operating and maintaining the airport. ▪ New airport sponsors require coordination with ARP Headquarters. ▪ Sponsors need to demonstrate local support for the project and provide a financial plan for the airport. See Chapter 3, Grant Prerequisites, for additional details about community consultation.
Planning	The project is supported by a feasibility study (including financial plan) and an aeronautical forecast approved by the ARP Field Office. Alignment within a state system will be considered by the ARP Field Office in its approval of the feasibility study. If the new airport is justified as a capacity project, a benefit cost analysis (BCA) must be provided to the ARP Field Office for approval.
ALP	The sponsor must have an FAA-approved ALP.
Good Title	The airport sponsor has or will obtain good title for the project.
Environmental	All environmental requirements have been met.

35 H-2.2 JUSTIFICATION REQUIREMENTS

36 An FAA approved feasibility study and aeronautical forecast demonstrating that the new airport is
 37 needed according to the following:

38 **TABLE H-2.2. JUSTIFICATION REQUIREMENTS FOR NEW AIRPORT PROJECTS**

Item	Description
Objective	<ul style="list-style-type: none"> ▪ The project must achieve at least one of the congressionally directed priorities: <ul style="list-style-type: none"> ○ accommodate capacity; ○ achieve compliance with standards; or ○ address safety determinations. ▪ There is an actual need for the project and a timeframe for the need; and ▪ Only the elements required to obtain the full benefit of the project are included in the scope.
BCA	A satisfactory BCA determines if the benefits to the system outweigh the cost of implementation (see Chapter 2 for details).

39 **TABLE H-2.3. NEW AIRPORT TYPES**

Item	Description
Replacement	Construction of a new airport is needed to replace an existing airport that is unable to meet the long-term aviation demand in the community or to meet established design standards, because the existing airport is constrained. The existing airport will close once the replacement airport is open.
Supplemental	Construction of a new airport that the FAA has determined is needed to supplement an existing NPIAS airport that will remain open. Typically, supplemental airports are considered to provide additional capacity for large, medium, or small hub airports. It is unusual to have a general aviation airport supplement an existing general aviation airport.
Additional	Construction of a new airport for a community that does not have an existing or proximate NPIAS airport, to add capacity and access for the community to the aviation system.

40 H-2.2.1 SCOPE & ALLOWABLE COSTS

41 Projects must align to:

- 42 ▪ The airport’s forecasted role within the next five years; and
- 43 ▪ Service level as defined in the current NPIAS.

44 Excluded work and costs are not eligible (see [Table H-3.1.](#) for details).

45 H-2.2.2 USEFUL LIFE

46 The useful lives of airport infrastructure, buildings, and equipment vary. Refer to [Chapter 2](#) and the
 47 applicable appendix for future efforts.

48 **H-3. ELIGIBLE NEW AIRPORT PROJECTS**

49 For scope of work requirements applicable to all AIP-funded projects, see [Chapter 2](#).

50 Relevant Advisory Circulars (ACs) and Orders include, but are not limited to, the current version of:

- 51 ▪ [FAA Order 5090.5, Formulation of the National Plan of Integrated Airport Systems \(NPIAS\) and](#)
 52 [the Airports Capital Improvement Plan](#);
- 53 ▪ [AC 150/5070-6, Airport Master Plans](#); and
- 54 ▪ [AC 150/5300-13, Airport Design](#).

55 See the [AC checklist](#) for a list of the latest version of ACs applicable to AIP-funded projects.

56 **TABLE H-3.1. ELIGIBLE NEW AIRPORT PROJECTS**

Project Type	Justification and Useful Life	Additional Requirements and Considerations	Excluded Work
<p>New Airport (Replacement, Supplemental, Additional)</p> <p><i>Construct & Acquire</i></p> <p>Unit of Measure: <i>Item Type</i></p>	<p>Feasibility and site selection studies approved by ARP Field Office.</p> <p>A BCA is required when a new airport is a capacity project (supplemental or additional) instead of a standards project (replacement).</p> <p>In the case of a former military airport being converted to civilian use or a joint use airport (not participating in the Military Airport Program or MAP), the land for the Federally owned portions of the airport is acquired through transfer and not acquisition. Eligible work is limited to compensating the non-</p>	<p>Construction of a new airport includes environmental, land acquisition, easements, environmental mitigation, utilities, runway(s), sealanes, helipads, taxiway(s), taxi channels or turning basins, and aprons or ramp access docks.</p> <p>Acquisition of the land and improvements that make up the airport.</p> <p>Other allowable infrastructure may include:</p> <ul style="list-style-type: none"> ▪ Essential eligible airport structures such as a terminal and a Federal Contract Tower (FCT), if required; ▪ Airfield infrastructure such as utilities, airfield lighting, signage, and electrical systems; ▪ Navigational aids (NAVAIDs), weather reporting, and security and safety-related equipment; ▪ Internal service roads; and 	<p>Off-airport roads, including access roads or utility extensions not essential to the airport.</p> <p>New airport improvements or modifications.</p> <p>Acquisition of land or businesses outside the airport boundary.</p> <p>Operational expenses or routine work, including, but not limited to, pavement maintenance.</p>

Project Type	Justification and Useful Life	Additional Requirements and Considerations	Excluded Work
	Federal tenants for the acquisition of facilities as approved by ARP Headquarters. See the applicable appendix for future airport infrastructure projects.	<ul style="list-style-type: none"> ▪ Additional eligible development.* 	

57 * Other airport infrastructure or equipment, beyond the scope contained above, requires its own
 58 justification, as detailed in the applicable appendix of this Order.

59 **H-4. RELATED PROJECTS**

60 The projects listed in this section are studies that may precede a new airport project.

61 **TABLE H-4.1. RELATED PROJECTS**

Project Type	When Scope of Work Includes	See Appendix
Electric Aircraft	Infrastructure Planning	J, Pilot Programs
Planning or Study	New Airport Feasibility Airport Site Selection Study	K, Planning
	Airport Site Selection Study	
	Environmental Study	

62



1

2

3

APPENDIX I – NOISE

4 TABLE OF CONTENTS

5	Appendix I – Noise	I-1
6	I-1. Overview	I-2
7	I-2. General Eligibility and Justification	I-2
8	I-2.1. Eligibility Criteria	I-2
9	I-2.2. Justification Requirements.....	I-6
10	I-2.2.1. Scope & Allowable Costs.....	I-7
11	I-2.2.2. Useful Life	I-7
12	I-3. Eligible Noise Projects.....	I-7
13	I-4. Related Projects	I-15

14

15 LIST OF TABLES

16	Table I-2.1. Eligibility Pathways for Airport Noise Projects	I-2
17	Table I-2.2. Other Considerations for Noise Projects	I-3
18	Table I-2.3. Justification Requirements for Noise Projects.....	I-6
19	Table I-3.1. Eligible Noise Planning Projects	I-8
20	Table I-3.2. Eligible Noise Land and Easement Projects.....	I-9
21	Table I-3.3. Eligible Noise Mitigation Projects.....	I-9
22	Table I-3.4. Prohibited Noise Projects and Costs of Excluded Work	I-12
23	Table I-4.1. Related Projects.....	I-15

24 **I-1. OVERVIEW**

25 This appendix outlines eligibility and justification requirements for airport noise compatibility programs
26 (NCPs) and mitigation measures in an FAA environmental decision document for certain airport
27 development projects. For the purposes of this appendix, an FAA environmental decision document is
28 associated with an analysis under the National Environmental Protection Act (NEPA) and is either a
29 Finding of No Significant Impact/Record of Decision (FONSI/ROD) for an environmental assessment or a
30 ROD for an Environmental Impact Statement (EIS).

31 The information below details the general eligibility criteria for airport noise projects, focusing on
32 developing NCPs and implementing measures to avoid, minimize, or remediate aviation noise impacts
33 and noncompatible development. These measures aim to reduce sound at both the receptor (e.g.,
34 homes, public buildings) and the source (e.g., aircraft), with examples including land acquisition, sound
35 insulation programs, flight procedure changes, and preferential runway use.

36 **I-2. GENERAL ELIGIBILITY AND JUSTIFICATION**

37 See: 49 U.S.C. §§ [47101\(a\)\(3\)](#), [47107](#), [47502](#), [47503](#), [47504](#), [47505](#), and [42 U.S.C. § 4321 et seq.](#), as
38 amended by the Fiscal Responsibility Act of 2023 ([P.L. 118-5](#))

39 See also: [14 CFR Part 150](#) and [49 CFR Part 24](#)

40 For eligibility and justification requirements applicable to all projects funded under the Airport
41 Improvement Program (AIP), see [Chapter 2, Eligibility & Justification](#).

42 **I-2.1. ELIGIBILITY CRITERIA**

43 Eligibility for noise mitigation projects is established through at least one of the four pathways described
44 in [Table I-2.1.](#), Eligibility Pathways for Airport Noise Projects, while other considerations are outlined in
45 [Table I-2.2.](#), Other Considerations for Noise Projects.

46 **TABLE I-2.1. ELIGIBILITY PATHWAYS FOR AIRPORT NOISE PROJECTS**

Pathway	Description
Part 150 Noise Compatibility Program (NCP)	Airport NCPs must be prepared in accordance with 14 CFR Part 150 . This applies to initial plans and updates. It also applies to the development of stand-alone noise exposure maps (NEMs) and NCPs or a combined NEM/NCP that is submitted to the FAA. The FAA must approve the proposed project in the NCP in order for it to be eligible for AIP funding.
FAA-Issued RODs	Remedial noise mitigation and noise abatement measures must be identified as a commitment in an FAA environmental decision document for certain airport development projects.
Educational and Medical Buildings	Sound insulation treatment is for a facility within the noise impact area used primarily for medical or educational purposes when the FAA decides it is adversely affected by airport noise. An FAA-approved airport noise compatibility program or FAA environmental decision document is not required for these projects. More information on airport sponsors is here.

Pathway	Description
Re-Mitigation for Pre-1993 Structures <i>(Limited)</i>	Sound insulation replacement is only for residential structures treated prior to 1993.

47

48 **TABLE I-2.2. OTHER CONSIDERATIONS FOR NOISE PROJECTS**

Item	Description
Documented Noncompatible Land Use	Mitigation measures may occur when the land use is not compatible with aviation noise as defined in 14 CFR Part 150, Appendix A , and is in the day-night average sound level (DNL) 65 decibel (dB) or greater contours, unless a lower local standard applies.
Documentation is Current at Time of Each Funding Request	<p>All documents for the implementation of remedial noise mitigation and noise abatement measures must be current at the time of each grant request. This includes NEMs. In each year following the date of the FAA-accepted future NEM, sponsors must certify that the NEMs on file with the FAA accurately reflect current and projected operational conditions at the airport, sound insulation program implementation plans and acoustic test plans, and noise land inventory and reuse plans.</p> <p>All maps that are five or more years old require written validation, which means the sponsor needs to explain why the accepted NEMs reflect the current or projected operational conditions at the airport for the associated noncompatible land uses. The sponsor must also indicate that the data used as the basis of analysis continues to be consistent with the existing and forecast conditions as of the date of grant request. Validation of the underlying data, including the airport layout, runway use percentages, flight patterns / tracks, fleet / aircraft mix and operations, and noncompatible land uses must be provided to assist in demonstrating the noise contours.</p>
Noise Contour Threshold <i>(or the Use of a Lower Local Standard)</i>	<p>The primary measurement of noise impact is the exterior noise measurement of cumulative yearly DNL, normally depicted as noise contours on a map. A noise contour is a graphical representation showing the 24-hour average sound level in decibels around an airport, with an additional 10 decibels added for noise between midnight and 7 a.m. and 10 p.m. to midnight.</p> <ul style="list-style-type: none"> ▪ DNL 65 dB Noise Contour. The DNL 65 dB noise contour is a line on the NEM demarcating the points of equal value at DNL 65 dB, inside of which land uses are not considered to be compatible. ▪ Community Noise Exposure Level (CNEL). The FAA recognizes CNEL as an alternative noise metric for California. For purposes of this Handbook the metric DNL and CNEL can be used interchangeably for projects in California.

Item	Description
	<p>Lower Local Standard. The FAA can consider a lower level of noise than the DNL 65 dB noise contour only if both the jurisdictions with land use authority surrounding the airport and the sponsor have each formally adopted a lower local standard. The ARP Field Office can contact ARP Headquarters to assist in determining whether locally adopted noise contours can be considered a local standard in the 14 CFR Part 150 study.</p>
<p>Interior Noise Level Requirements</p>	<p>The FAA has set a 45 dB standard for interior noise to ensure indoor conversations and sleep are possible. This rule, established in 1981 and clarified in 1992, applies to buildings affected by aircraft noise. Structures with interior noise levels of 45 dB or higher, with windows and doors closed, are eligible for noise mitigation. For schools, this is measured based on the hours of the school day.</p> <p>The interior noise level is calculated only for habitable areas, such as living, sleeping, eating, or cooking spaces in residences, and classrooms, libraries, auditoriums, and educators’ offices in schools. Non-habitable spaces like bathrooms, closets, and unfinished basements, as well as gymnasiums, hallways, and cafeterias in schools, are excluded. Converted spaces that do not meet building codes are also excluded. The FAA does not accept interior noise standards lower than 45 dB, even if local standards are lower. The only exception is secondary sound insulation treatments when the FAA approves applying neighborhood equity.</p> <p>Any sound insulation treatment must reduce interior noise level by at least 5 dB and bring the average interior noise level below 45 dB.</p>
<p>Acoustic Testing for Sound Insulation Programs</p>	<p>For sound insulation projects, sponsors must develop and submit an acoustic test plan to the ARP Field Office. Acoustic testing is either conducted for each structure or a percentage of structures based on categorization. Sponsors must present information in the acoustic test plan on the number of structures to be tested based on the following protocols.</p> <p>The testing protocol for single family homes:</p> <ul style="list-style-type: none"> ▪ The sponsor will identify the percentage of single-family homes to be acoustically tested. For unique circumstances (one-of-a-kind properties), categorization is not possible so testing all unique structures is necessary. Sponsors should consult with the ARP Field Office if testing 100% of unique structures is not feasible. <p>The testing protocol for multifamily homes:</p> <ul style="list-style-type: none"> ▪ For multi-family properties / apartments / condominiums, once all floor plan types are identified, acoustic testing is conducted for 10% of each floor plan type with a minimum of two units per floor plan type. ▪ For small apartment buildings (6 units or less), the sponsor must test all units. Sponsors should consult with the ARP Field Office if testing all units is not feasible.

Item	Description
	<p>The testing protocol for educational facilities:</p> <ul style="list-style-type: none"> ▪ 100% testing for each room that is unique (libraries, fixed-seat auditoriums, and educator offices). ▪ 10% testing of classrooms of similar size and construction style, with a minimum sample of two classrooms. <p>The testing protocol for other public buildings:</p> <ul style="list-style-type: none"> ▪ 100% testing for each room that is unique and for identical rooms, a minimum of two.
<p>Block Rounding for Land Acquisition or Sound Insulation Programs</p>	<p>If the sponsor proposes to expand noise mitigation for residential properties just beyond the DNL 65 dB contour to include parcels contiguous to the project area, the ARP Field Office has the option to approve block rounding based on the following requirements:</p> <ul style="list-style-type: none"> ▪ The block rounding must be necessary to reach a reasonable end point for noise insulation projects. ▪ The sponsor must provide the ARP Field Office with the proposed end point information, including a complete list of the specific residences (by address) that are proposed for block rounding. ▪ The ARP Field Office must approve the inclusion of proposed block rounding residences in the noise mitigation program or environmental study. ▪ In determining the reasonable end point for noise insulation projects, the ARP Field Office must ensure that the end point is a logical geographical breakpoint or whether the end point extends unreasonably beyond a natural break. ▪ Once a residence is approved for block rounding, its interior noise levels must meet the requirements described in the interior noise level requirements section above in this table in order for that particular residence to be eligible. ▪ Residences that lie outside of an eligible lower local standard below DNL 65 dB, per the noise contour threshold section in this table, are not eligible for block rounding. ▪ Specific to sound insulation, the sponsor must provide acoustic testing documentation indicating interior noise level requirements are met for that residence to be eligible. In addition, the sponsor must notify property owners who can be offered sound insulation under this approach that the FAA reviews and concurs with the extended boundaries.
<p>Neighborhood Equity for Sound Insulation Programs</p>	<p>A sponsor may consider the use of neighborhood equity when residences in the eligible noise contour threshold, per the noise contour threshold section in this table, that do not meet the interior noise level requirements are scattered among residences that do meet the interior noise level criteria. If</p>

Item	Description
	<p>the sponsor proposes to use neighborhood equity provisions, the ARP Field Office has the option to approve this request.</p> <p>To be considered, the sponsor must provide a list of all residences (by address) to be included in the neighborhood equity package and supporting documentation that demonstrates the following:</p> <ul style="list-style-type: none"> ▪ The residence is in an eligible noise contour. ▪ The neighborhood equity approach is not more than 10% of the residences in the neighborhood, (as logically bounded by either streets or other geographic delineation) or does not exceed 20 residences in a phase of the airports sound insulation program, whichever is less. ▪ Separate neighborhood equity packages are limited to treatments such as caulking, weather stripping, installation of storm doors and windows, or ventilation packages. Primary sound insulation packages are not eligible. ▪ A detailed comparison of the cost of the neighborhood equity package with the cost of a primary sound insulation treatment package. <p>Important Note: The ARP Field Office is limited to approval of neighborhood equity packages for the 10% or the 20 residences in a phase. ARP Headquarters approval is required for neighborhood equity packages exceeding the 10% or more than 20 residences in a phase. Before the sponsor notifies property owners that they can be offered secondary sound insulation treatment under this approach, FAA approval is required.</p>

49

50 I-2.2. JUSTIFICATION REQUIREMENTS

51 [Table I-2.3.](#), Justification Requirements for Noise Projects, includes general justification requirements for
52 noise projects. The justification must align with the airport’s NCP or the mitigation commitment in the
53 FAA environmental decision document for certain airport development projects. Justification information
54 applicable to eligible noise projects is listed in [Table I-3.1.](#), Eligible Noise Planning Projects, [Table I-3.2.](#),
55 Eligible Noise Land and Easement Projects, and [Table I-3.3.](#), Eligible Noise Mitigation Projects.

56 **TABLE I-2.3. JUSTIFICATION REQUIREMENTS FOR NOISE PROJECTS**

Item	Description
Objectives	<ul style="list-style-type: none"> ▪ The project must achieve at least one of the congressionally directed priorities: <ul style="list-style-type: none"> ○ accommodate capacity; ○ achieve compliance with standards; or ○ address safety determinations; and ▪ There is an actual need for the project and a timeframe for the need; and

Item	Description
	<ul style="list-style-type: none"> ▪ Only the elements required to obtain the full benefit of the project are included in the scope.

57

58 I-2.2.1. SCOPE & ALLOWABLE COSTS

59 The scope of the noise project should contain only the elements required to obtain the full benefit of the
60 project. Allowable costs associated with noise projects are costs the FAA determines are necessarily
61 incurred in carrying out an eligible noise project that are reasonable in amount.

62 I-2.2.2. USEFUL LIFE

63 [Chapter 2](#) discusses minimum useful life requirements applicable to all AIP-funded projects. One
64 component of the minimum useful life requirement for equipment being reconstructed is that the
65 equipment must no longer be operational or maintainable, while rehabilitation must extend the useful
66 life. [Chapter 2, Section 2-3.2, Minimum Useful Life](#), provides details on what factors the ARP Field Office
67 must evaluate if the equipment has not achieved its minimum useful life.

68 Most noise projects for remedial mitigation are only eligible for the initial land acquisition or the initial
69 installation of sound insulation treatments, except as noted in [Table I-2.1](#), Eligibility Pathways for Airport
70 Noise Projects and [Table I-3.3](#), Eligible Noise Mitigation Projects. Once a property is acquired or later
71 disposed of when no longer needed for noise compatibility purposes, or once a structure has been
72 treated, the noise project has fulfilled its purpose.

73 For noise abatement measures, once all evaluations (e.g., operational feasibility, potential impact on
74 aviation safety and efficiency, environmental review, etc.) are completed and a noise abatement measure
75 will be implemented, the noise project has fulfilled its purpose.

76

77 **I-3. ELIGIBLE NOISE PROJECTS**

78 For scope of work requirements applicable to all AIP-funded projects, see [Chapter 2](#).

79 Relevant Advisory Circulars (ACs) and Orders include, but are not limited to, the current version of:

- 80 ▪ [FAA Order 5100.37, Land Acquisition and Relocation Assistance for Airport Projects](#);
- 81 ▪ [AC 150/5000-9, Guidelines for Sound Insulation of Structures Exposed to Aircraft Noise](#);
- 82 ▪ [AC 150/5020-1, Noise Control and Compatibility Planning for Airports](#);
- 83 ▪ [AC 150/5100-17, Land Acquisition and Relocation Assistance for Airport Improvement Program](#)
84 [Assisted Projects](#);
- 85 ▪ [FAA Policy Guidance Memorandum, Noise Land Management and Requirements for Disposal of](#)
86 [Noise Land or Development Land Funded with AIP](#); and
- 87 ▪ [FAA Final Policy on Part 150 Approval of Noise Mitigation Measures: Effect on the Use of Federal](#)
88 [Grants for Noise Mitigation Projects](#).

89 See the [AC checklist](#) for a list of the latest version of ACs applicable to AIP-funded projects.

90 **TABLE I-3.1. ELIGIBLE NOISE PLANNING PROJECTS**

Project Type	Additional Requirements or Considerations
<p>Noise Compatibility Program (NCP) Study</p> <p>Part 150</p> <p><i>Develop & Update</i></p>	<ul style="list-style-type: none"> ▪ Prior to undertaking an NCP, the sponsor must have an FAA-accepted NEM. The NCP can be developed in conjunction with an NEM, either as a new effort or as an update to a previous NEM. ▪ This voluntary project is undertaken by an eligible airport sponsor who identifies the need to address existing or anticipated new aviation noise exposure due to changes in airport operations or when preparing an airport master plan or as a proactive airport compatibility planning effort in response to citizen inquiries and community input. ▪ The project must be within the confines of the FAA-accepted NEMs including estimated aircraft operations during a forecast period that is at least 5 years in the future and showing how those operations will affect the map. ▪ The sponsor is addressing substantial changes in airport operations, or a study is required for other reasons. ▪ Both initial airport NCPs and any updates must be prepared in accordance with 14 CFR Part 150. Not all of the projects included in an approved 14 CFR Part 150 program are eligible for AIP funding. See Table I-3.4., Prohibited Noise Projects and Costs of Excluded Work, for a list of prohibited noise projects. ▪ The project must result in an FAA-acceptable or approved deliverable(s), as defined by applicable FAA Orders, ACs, and policy guidance.
<p>Stand-Alone Noise Exposure Map (NEM)</p> <p><i>Develop & Update</i></p>	<ul style="list-style-type: none"> ▪ The NEM update must comply with the requirements of 14 CFR Part 150. ▪ The project must result in an FAA-acceptable deliverable(s), as defined by 14 CFR Part 150 Appendix A. ▪ For an NEM update, the sponsor must evaluate the impact of the updated NEMs against the existing NCP. ▪ If, in the opinion of the FAA, the changes in the NCP impact are extensive, the FAA has the option to request an update to the NCP.
<p>Noise Monitoring Systems (Fixed or Portable)</p> <p><i>Install & Replace</i></p> <p>Unit of Measure: <i>Quantity</i></p>	<ul style="list-style-type: none"> ▪ Must be included as a noise mitigation measure in an NCP or as a mitigation measure in the FAA decision document for certain airport development projects. ▪ To purchase and install noise monitoring systems, the sponsor must demonstrate: <ul style="list-style-type: none"> ○ Data will be retained by the sponsor only, not the vendor; ○ The need for noise monitoring is based on noncompatible land use based on current NEMs or noise contours; and ○ Fixed monitors will be placed within the DNL 65 dB contour. ▪ Fixed systems are limited to circumstances in which sponsors demonstrate that portable monitors are not feasible. ▪ Portable systems are limited to outdoor monitoring systems. ▪ The useful life of fixed and portable monitoring systems is 10 years.

Project Type	Additional Requirements or Considerations
	<ul style="list-style-type: none"> Only the Federal share of the least costly system (fixed or portable) that satisfies the purposes used to justify the project is eligible.

91

92 **TABLE I-3.2. ELIGIBLE NOISE LAND AND EASEMENT PROJECTS**

Project Type	Additional Requirements or Considerations
Land <i>Acquire</i> Unit of Measure: <i>Number of Properties & Number of Residences Affected</i>	<ul style="list-style-type: none"> Must be included in an NCP or as a mitigation measure in the FAA environmental decision document for certain airport development projects. The sponsor identifies the number of properties and people benefiting from the project. The sponsor demonstrates that acquired land will be retained as a noise buffer, sold with deed restrictions to control future noncompatible development permitted near the airport, or redeveloped as a compatible land use. Vacant land that will be developed as a compatible use can also be acquired if it is identified for acquisition in an FAA-approved NCP. General information on land acquisition costs is in Chapter 2. Block rounding requires FAA approval (see Table I-2.2., Other Considerations for Noise Projects). The sponsor demonstrates that the properties are in the noise land inventory map and the noise land reuse plan.
Easements <i>Acquire</i> Unit of Measure: <i>Number of Properties & Number of Residences Affected</i>	<ul style="list-style-type: none"> Must be included in an NCP or as a mitigation measure in the FAA environmental decision document for certain airport development projects. The sponsor identifies the number of properties and people benefiting. The sponsor demonstrates that the acquired easement is proposed in exchange for sound insulation treatment of properties or when sound insulation is not feasible. An easement can also be proposed when property owners do not wish to move from an area where voluntary acquisition is being proposed or when the easement is conveyed as part of a purchase assurance, sales assurance, or transaction assistance program. General information on easement costs is in Chapter 2.

93

94 **TABLE I-3.3. ELIGIBLE NOISE MITIGATION PROJECTS**

Project Type	Additional Requirements or Considerations
Standard Sound Insulation Treatments for Residential Properties and Public Buildings	<ul style="list-style-type: none"> Project formulation costs are allowable once the project is approved by the ARP Field Office. Must be included as a noise mitigation measure in an NCP or as a mitigation measure in the FAA environmental decision document for certain airport development projects.

Project Type	Additional Requirements or Considerations
<p><i>Install</i></p> <p>Unit of Measure: <i>Number of Properties & Number of Residences Affected</i></p>	<ul style="list-style-type: none"> ▪ Standard sound insulation treatments typically include installing new windows and doors, along with applying caulking and weatherstripping and attic air sealing and insulation. In some cases, these treatments may include adding central air ventilation or air conditioning systems. ▪ Because public buildings, such as educational and medical facilities, religious institutions, and libraries, have more diverse construction styles compared to residential structures, some standard sound insulation methods may not be effective. Common areas of focus for preventing sound entry in public buildings include any openings, the composition of the roof, and ceiling construction. ▪ To install sound insulation treatments, the sponsor must demonstrate the following: <ul style="list-style-type: none"> ○ For residential properties only, the structure was built prior to October 1, 1998, or, if no published contours existed at that time, the structure was built prior to the date of the earliest accepted published noise contours; ○ For residential properties, the number of residential properties along with the address and number of people that will benefit for each residential property, and for public buildings, the address and number of people that will benefit for each public building; ○ New noncompatible land use(s) were created by subsequent airport development; and ○ The engineering plans and specifications for each structure conform to the local building code. ▪ After installing sound insulation treatment, the sponsor must conduct acoustic testing to determine if noise reduction goals are met and whether secondary treatment is recommended. The sponsor must have an FAA-approved acoustic test plan, conduct post acoustic testing, and provide the results and any recommendations for secondary treatment to the FAA for review. ▪ Not all structures must be tested; this depends on the structure type in the airport Sound Insulation Program (SIP) boundary and categorization. This should be identified in the acoustic test plan. ▪ Block rounding and neighborhood equity require FAA approval.
<p>Secondary Sound Insulation Treatments for Residential Properties and Public Buildings</p> <p><i>Install</i></p> <p>Unit of Measure: <i>Number of Properties &</i></p>	<ul style="list-style-type: none"> ▪ A secondary sound insulation treatment package may be necessary to achieve noise compatibility if the post acoustic testing of structures determines that noise reduction level goals are not being met or when applying a neighborhood equity approach, which requires FAA approval. ▪ In order to install a second sound insulation treatment, the sponsor must demonstrate the number of structures where the noise reduction level goal is not being met, the post acoustic testing results, and the secondary treatment recommendations. ▪ Secondary treatments involve installing storm doors and windows, caulking and weather stripping, and ventilation only.

Project Type	Additional Requirements or Considerations
<p><i>Number of Residence Affected</i></p>	<ul style="list-style-type: none"> ▪ Neighborhood equity is limited to not more than 10% of the residences in the neighborhood or does not exceed 20 residences in a phase of the sound insulation program, whichever is less.
<p>Replacement Sound Insulation for Residential Properties Treated Prior to 1993</p> <p><i>Install</i></p> <p>Unit of Measure: <i>Number of Properties & Number of Residence Affected</i></p>	<ul style="list-style-type: none"> ▪ The sponsor addresses all information required for standard residential sound insulation treatment packages along with written validation that: <ul style="list-style-type: none"> ○ The airport had an established residential sound insulation program that began prior to calendar year 1993; ○ Residential sound insulation treatments were installed prior to calendar year 1993; ○ The residence is in DNL 65 to 75 dB contours based on a current NEM and was previously in such noise contours when the initial sound insulation treatment was installed; and ○ Acoustic testing demonstrates that current interior noise levels of the residence exceed DNL 45 dB and the new insulation would have the ability to achieve a 5 dB noise reduction. ▪ Block rounding and neighborhood equity require FAA approval.
<p>Central Air Ventilation or Air Condition Package Only - Residences and Public Buildings</p> <p><i>Install</i></p> <p>Unit of Measure: <i>Number of Properties & Number of Residence Affected</i></p>	<ul style="list-style-type: none"> ▪ Must be included as a noise mitigation measure in an NCP or as a mitigation commitment in the FAA environmental decision document for certain airport development projects. ▪ In cases where residential properties or public buildings within the DNL 65 dB contour do not have a built-in ventilation system but rely on keeping windows or doors open for air circulation, the installation of a central air ventilation or air conditioning system is permitted. ▪ To install a ventilation system only, the sponsor must demonstrate: <ul style="list-style-type: none"> ○ Detailed information about the central air ventilation package, including its cost compared to a standard sound insulation package; ○ For residential properties, that the structure was built prior to October 1, 1998, or that no published noise contours existed at that time; ○ For each residential property and public building, the address and number of people benefiting; ○ New noncompatible land use(s) were created by subsequent airport development; ○ The engineering plans and specifications for each structure conform to the local building code; and ○ Homeowners were informed that installing a central air ventilation or air conditioning system is likely to increase the utility and maintenance expenses. ▪ The sponsor may recommend a central air conditioning system in lieu of central ventilation-only. This package is only available for homes that do not have a continuous positive ventilation system or central air conditioning. New systems are not eligible for any structures with an existing system, even if the system is inoperable, older or does not meet current building code standards

Project Type	Additional Requirements or Considerations
	<p>for air exchanges. The sponsor must provide the following additional information:</p> <ul style="list-style-type: none"> ○ Detailed information about the central air conditioning package, including its costs compared to a central air ventilation; and ○ Reason(s) and rationale for air conditioning.
<p>Noise Abatement (barriers)</p> <p><i>Install</i></p> <p>Unit of Measure: <i>Quantity</i></p>	<ul style="list-style-type: none"> ▪ Must be included as a noise mitigation measure in an NCP or as a mitigation commitment in the FAA environmental decision document for certain airport development projects. ▪ Noise barriers, such as earth berms, wall structures, hush houses, ground run-up enclosures, and other devices, are designed to protect areas that are noncompatible with aircraft noise. ▪ Noise barriers may be justified if the sponsor demonstrates the barrier will be located on the airport to shield aircraft operating areas with common use and is not exclusively for any specific aircraft operator; the design strategy shows barriers will reduce noise levels by at least 5 dB; and the barriers will not affect wing-tip clearances or obstruct the line of sight from the air traffic control tower.

95

96 [Table I-3.4.](#), Prohibited Noise Projects and Costs of Excluded Work, lists prohibited projects and costs or
 97 excluded work applicable to noise projects. These are prohibited costs specific to noise projects and are
 98 in addition to the prohibited costs applicable to all AIP projects outlined in [Chapter 2, Table 2-3.17,](#)
 99 [Examples of Prohibited Projects and Costs.](#)

100

101 **TABLE I-3.4. PROHIBITED NOISE PROJECTS AND COSTS OF EXCLUDED WORK**

Description
<p>Administrative Costs. Operational or administrative costs of a sponsor’s ongoing airport NCP are not eligible even if this was an approved measure in an airport NCP prepared pursuant to 14 CFR Part 150.</p>
<p>Compatible Land Use Plans. Compatible land use planning and projects by State and local governments ended on May 10, 2024 in accordance with 49 U.S.C. § 47141.</p>
<p>Remedial Mitigation Below DNL 65 dB Contour. Projects and costs for remedial mitigation below DNL 65 dB contour unless the FAA approved block rounding OR a lower local standard applies.</p>
<p>Cannot Be Implemented by an Eligible Sponsor. Projects and costs for remedial or noise abatement measures in an FAA-approved airport NCP that cannot be implemented by an eligible sponsor.</p>
<p>Demonstration Projects. Projects and costs for demonstration purposes are not eligible. This includes installation of unproven methods of noise attenuation reduction such as installing white noise generators in classrooms and implementing a program intended to test the effectiveness of new noise attenuation reduction technologies, even if this is a measure in an FAA approved airport NCP.</p>

Description

Fixed Noise Monitoring Equipment. Projects and costs for fixed noise monitoring equipment where NEMs (existing and forecast conditions) prepared pursuant to [14 CFR Part 150](#) show no noncompatible land use or if the sponsor is unable to clearly demonstrate that portable monitors would be inadequate.

Noise Monitoring Systems with Unnecessary Capability. Flight tracking capabilities beyond that needed for noise monitoring, such as the ability to track 100% of flights and / or real time display of flight tracks is not eligible.

Vendor-Owned Noise Monitoring Data. Projects and costs for noise monitoring systems where the data ownership remains with the vendor are not eligible. Data retention by the sponsor is required for noise monitoring systems.

Non-Aircraft Noise Mitigation. Projects and costs for mitigating other noise sources are not eligible. The mitigation measure must be based on aircraft noise associated with airport operations.

Installing Terminal-Based Air or Power Systems. Projects and costs for acquiring or installing terminal-based air or power systems are not eligible noise projects.

Block Rounding for Public Buildings. Applying a block-rounding approach to anything other than a residence is not eligible.

Applying Block Rounding Where a Lower Local Standard Applies. When a lower local standard has been adopted by the land use authority and sponsor to include residences that lie in the DNL 60 dB contour, residences that lie outside the DNL 60 dB are not eligible for block rounding. This is because by accepting a lower local standard, the FAA is already accepting an exterior noise level below the noise level FAA normally requires and accepts per [Table 1, of Appendix A in 14 CFR Part 150](#).

Remedial Noise Mitigation for Noncompatible Land Uses Constructed After October 1, 1998. Projects and costs for remedial noise mitigation are not eligible for structures, including partial renovations and additions, constructed after October 1, 1998, and the NEMs or noise contours were published and publicly available.

Projects and Costs for Noise Buffer Land That is Not Airport Owned. Noise buffer land must be owned by the airport to be eligible.

Sound Insulation Treatments of Non-Habitable Rooms. Costs for sound insulation treatments for non-habitable rooms are not eligible. For residential structures, this includes bathrooms, closets, halls, vestibules, foyers, stairways, unfinished basements, storage, utility spaces, and spaces not allowed under local building codes such as a garage or basement converted to a bedroom. For public buildings, this includes gymnasiums, cafeterias, and hallways. These areas are not considered to be adversely affected by a given level of noise.

Repairing and Replacing Existing Central Air Ventilation. Projects and costs to repair and replace **existing** central air ventilation or air conditioning systems in residences or public buildings even if the system is inoperable, older, or does not meet the current building code standards for air exchanges. Costs to replace window units (air conditioners) with a new ventilation or air conditioning system in residences or public buildings when the existing interior noise level is below 45 dB are also not eligible.

Description

New Central Air or Ventilation Systems for Structures with an Existing System. New systems, even if the system is inoperable, older or does not meet current building code standards for air exchange are not eligible.

Mobile Homes and Educational Facilities. Projects and costs for sound insulation treatment of mobile homes or mobile educational facilities are not eligible because their design and construction cannot achieve the required noise reduction level.

Commercially Zoned Structures. Projects and costs for sound insulation treatment of a commercially zoned structure (e.g., facilities located in leased storefront property).

Interior Noise Less Than 45 dB. Projects and costs for sound insulation treatments for residences or public buildings with interior noise levels less than 45 dB are not eligible. Structures that are within the DNL 65 -75 dB contour, but acoustic testing results indicate the interior noise level is less than 45 dB are not eligible. The only exception is secondary sound insulation treatments when the FAA approves applying neighborhood equity.

Sound Insulation Treatment Inside DNL 75 dB or Greater. Projects and costs for sound insulation treatments for residences or public buildings in the DNL 75 dB contour or greater are not eligible since these uses are not compatible with aviation noise ([see Table 1 of Appendix A in 14 CFR Part 150](#)) and because it is not likely that these treatments will achieve the required noise reduction levels. If sponsors are considering sound insulation treatment for structures in the DNL 75 dB contour or greater, the sponsor needs to submit a written request to the FAA ARP Field Office that provides the rational and support documentation. The ARP Field Office will need to provide the documentation to APP-400 for approval.

Repair and Replace Previously Installed Sound Insulation. Costs to replace previously installed sound insulation treatments (e.g., windows, doors, equipment, or any items installed for noise reduction) are not eligible. The limitation in [49 U.S.C. § 47110](#) prohibits the use of AIP funds for airport development or airport planning projects for which other Federal assistance has been granted, and applies to remedial noise mitigation projects, such as sound insulation and land acquisition. Refer to [Table I-3.3, Eligible Noise Mitigation Projects](#), for residential structures that received treatments prior to 1993 for when FAA can make an exception to this prohibited cost.

Additional Structure Improvement Costs. Costs for improvements to structures (residential or public buildings), not germane to the sound insulation treatment such as comfort or attractiveness, are not eligible, unless specifically associated with a historic property Memorandum of Agreement due to the historic nature of the structure.

Inadequate Maintenance. Costs for improvements to address inadequate maintenance of structures, residences, or public buildings.

Other Materials Not Listed for Standard or Secondary Sound Insulation Treatment. Costs for treatment not listed in [Table I-3.3, Eligible Noise Mitigation Projects](#), are not allowable unless the sponsor submits a request with the rationale and reason(s) for FAA approval.

Costs for Building Code Corrections. If it is determined during the site survey or sound insulation treatment design effort that a residence or public building needs improvements to conform to local

Description

building codes, only the costs specific to installing the sound insulation treatments are eligible and this should be coordinated in advance with the FAA.

102

I-4. RELATED PROJECTS

103

104

The projects in this section are not eligible for noise project purposes; however, references to related projects that may be eligible are provided as applicable.

105

106

TABLE I-4.1. RELATED PROJECTS

Project Type	When Scope of Work Includes	See Appendix
Land Acquisition	Real property or easements needed for non-noise purposes	C, Airfield Infrastructure
Sound Insulation	Repair and replace	J, Pilot Programs
Study or Plan	Environmental Impact Statement (EIS)	K, Planning

107



1

2

3

APPENDIX J – PILOT PROGRAMS

TABLE OF CONTENTS

4

5 Appendix J – Pilot Programs J-1

6 J-1. Overview J-2

7 J-2. General Eligibility and Justification J-2

8 J-2.1. Eligibility Criteria J-2

9 J-2.2. Justification Requirements J-2

10 J-2.2.1. Scope & Allowable Costs J-3

11 J-2.2.2. Useful Life J-3

12 J-3. Eligible Pilot Program Projects J-3

13 J-4. Related Projects J-7

14

15

LIST OF TABLES

16

17 Table J-2.1. General Eligibility Requirements For Pilot Program Projects J-2

18 Table J-3.1. Pilot Programs J-3

19 Table J-4.1. Related Projects J-7

20 **J-1. OVERVIEW**

21 This appendix outlines sponsor and project requirements for pilot programs related to the use of AIP
 22 funds. Because pilot programs are created to test new concepts or further specific goals, this appendix
 23 outlines limitations and requirements that are unique to each program. Some pilot programs have
 24 become permanent parts of the AIP, while others have ended. Each program is stand-alone and cannot
 25 be combined with others.

26 This appendix discusses active pilot programs. If a program becomes permanent, it will be added to the
 27 relevant section of this Order.

28 **J-2. GENERAL ELIGIBILITY AND JUSTIFICATION**

29 See: 49 U.S.C. §§ [47142](#), [47143](#), [47145](#), and [47146](#)

30 See also: [FAA Reauthorization Act of 2024 \(P.L. 118-63\)](#) Sections 745 and 785 for uncodified provisions

31 Pilot programs must meet the eligibility and justification requirements in [Chapter 2, Eligibility &](#)
 32 [Justification](#), unless the enabling legislation provides a specific exemption or eligibility restriction.
 33 [Section J-3.](#) outlines the eligibility and justification requirements applicable to each pilot program.

34 **J-2.1. ELIGIBILITY CRITERIA**

35 **TABLE J-2.1. GENERAL ELIGIBILITY REQUIREMENTS FOR PILOT PROGRAM PROJECTS**

Item	Description
Ownership & Operator	Projects must be owned and operated by the airport sponsor.
Prerequisites	All pilot program projects must meet the prerequisites described in Chapter 3, Prerequisites , including, but not limited to, all applicable statutory and regulatory requirements for planning, environmental, certification, and
Application	Sponsors seeking to participate in a pilot program must inform the ARP Field Office or State Block Grant Program (SBGP) State, if required by applicable pilot program guidance, and provide proof of eligibility. If the program is active and has openings, the ARP Field Office will confirm the sponsor’s eligibility and ask the sponsor to submit the proposed project through the Airports Capital Improvement Plan (ACIP) or by application.

36 **J-2.2. JUSTIFICATION REQUIREMENTS**

37 AIP pilot programs focus on specific development or planning goals articulated by statute. Eligible
 38 sponsors may submit the proposed project through the ACIP or by project grant application. Sponsors
 39 should address any pilot program-specific justification requirements in their application or through the
 40 ACIP. Some pilot programs are competitive, and the FAA selects participants based on the merits of the
 41 application or ACIP submission.

42 J-2.2.1. SCOPE & ALLOWABLE COSTS

43 Projects must align with the requirements of the pilot program, be necessary for the airport’s specific
44 needs, and not exceed the scope or quantities identified.

45 Excluded work and costs are not eligible.

46 J-2.2.2. USEFUL LIFE

47 Useful life aligns with existing useful life terms for the relevant project type. [Chapter 2, Section 2-3.2.,](#)
48 [Minimum Useful Life](#), for useful life requirements.

49 **J-3. ELIGIBLE PILOT PROGRAM PROJECTS**

50 For scope of work requirements applicable to all AIP-funded projects, see [Chapter 2](#).

51 See the [AC checklist](#) for a list of the latest version of ACs applicable to AIP-funded projects.

52 **TABLE J-3.1. PILOT PROGRAMS**

Pilot Program	Sponsor and Project Eligibility	Additional Requirements and Considerations	Excluded Work
Electric Aircraft Infrastructure Section 745 of the FAA Reauthorization Act of 2024	Sponsor Eligibility: Limited to up to 10 airports with electric aircraft operators currently using the airport or planning to operate there within the next 5-10 years, supported by an agreement. Project Eligibility: Scheduled to sunset on October 1, 2028.	This program focuses on integrating electric aircraft into the National Airspace System (NAS). Projects must aim to integrate electric aircraft operations into the NAS by developing necessary infrastructure or acquiring equipment. May include an electric planning study, design costs, acquisition of equipment to support the operations of electric aircraft, including interoperable electric vehicle charging equipment, and construction or modifications of infrastructure, including utility service upgrades and power distribution system supporting equipment. Sponsors should work with local utility providers to meet electricity resource demands.	Off-airport construction. Non-public use charging or utilities. Costs for failed permitting and inspections, including operational checks.

Pilot Program	Sponsor and Project Eligibility	Additional Requirements and Considerations	Excluded Work
		<p>Costs for permits, code compliance, and other necessary work to achieve an operational system are eligible.</p> <p>No special funding is available for this pilot program. All AIP funding may be used to support the effort, subject to project type.</p>	
<p>Integrated Project Delivery (IPD) 49 U.S.C. § 47142</p>	<p>Sponsor Eligibility: Limited to 5 airport building construction projects.</p> <p>Project Eligibility: IPD contracts must be allowed under State and local law.</p> <p>The proposed building construction project must be eligible and justified in accordance with the applicable appendix.</p>	<p>An IPD contract, as defined:</p> <ul style="list-style-type: none"> Includes, at a minimum, the sponsor, contractor, and consultant as parties that are subject to the terms of the contract; Aligns the interests of all the parties to the contract with respect to the project costs and project outcomes; and Includes processes to ensure transparency and collaboration among all parties to the contract relating to project costs and project outcomes. <p>Not less than two sets of proposals must be submitted for each type of bidder under the selection process.</p> <p>No special funding is available for this pilot program. All AIP funding may be used to support the effort, subject to project type. Allowable costs incurred on or after May 16,</p>	<p>Any project delivery methods that do not meet the criteria for IPD contracts.</p>

Pilot Program	Sponsor and Project Eligibility	Additional Requirements and Considerations	Excluded Work
		2024, may be reimbursed based on associated funding rules.	
<p>Airport Accessibility 49 U.S.C. § 47145</p>	<p>Sponsor Eligibility: Limited to commercial service airports.</p> <p>Project Eligibility: Projects must make commercial service airports more accessible by meeting or exceeding Americans with Disabilities Act (ADA) and Rehabilitation Act standards and regulations.</p>	<p>Projects to upgrade accessibility for individuals with disabilities, including assessments of current accessibility or planned modifications at airports, terminals, or facilities for passenger use; repairing, improving, or relocating the infrastructure of airports, terminals, or facilities to increase accessibility; or acquiring and installing equipment necessary to upgrade accessibility.</p> <p>The FAA may allocate up to \$20 million annually from the noncompetitive discretionary fund through fiscal year 2028.</p>	<p>Costs not associated with carrying out the purpose of the pilot program.</p>
<p>General Aviation Airport Runway Extension 49 U.S.C. § 47146</p>	<p>Sponsor Eligibility: Limited to 2 general aviation airports that would otherwise be ineligible for AIP funding per fiscal year.</p> <p>Project Eligibility: Projects may only be to extend the primary runway by no more than 1,000 feet to accommodate larger turboprop or turbojet aircraft (that are not the critical aircraft) and support the development and economic vitality of</p>	<p>Projects may include planning, environmental review, design, and / or construction.</p> <p>Projects that meet the selection criteria are considered justified and are not required to conduct a benefit cost analysis (BCA) or meet the justification criteria otherwise required for pilot programs.</p> <p>Selected projects are funded through the Small Airport Fund through fiscal year 2028.</p>	<p>Runway widening and expansion projects exceeding a 1,000 foot runway extension.</p> <p>Runways other than those designated as primary.</p> <p>Airports other than general aviation.</p> <p>Rehabilitation.</p> <p>Reconstruction.</p>

Pilot Program	Sponsor and Project Eligibility	Additional Requirements and Considerations	Excluded Work
	the airport and the local community.		
<p>Environmental Mitigation</p> <p>Section 190 of the FAA Reauthorization Act of 2018, Section 785 of the FAA Reauthorization Act of 2024</p>	<p>Project Eligibility: Limited to 6 eligible projects per fiscal year.</p> <p>Projects must demonstrate the ability to measurably reduce or mitigate environmental impacts on noise, air quality, or water quality at the airport or within 5 miles of the airport.</p> <p>Projects must be implemented by an eligible consortium composed of two or more of the following entities, incorporated or located in the United States: businesses, public or private educational or research organizations, entities of state or local governments, and federal laboratories.</p> <p>Scheduled to sunset on October 1, 2028.</p>	<p>Projects must introduce new environmental mitigation techniques or technologies proven in lab demonstrations, propose methods for integration of new concepts into airport operations, and demonstrate whether new techniques or technologies are (1) practical to implement at or near multiple public-use airports, and (2) capable of reducing noise, airport emissions, or water quality impacts in measurably significant amounts.</p> <p>Projects may include constructing noise barriers, blast pads, and noise walls between the airport and a neighborhood.</p> <p>The Federal share is 50% of eligible costs and capped at \$2,500,000 per project. Selected projects are funded with Noise, Energy, and Accessibility (NEA) Noncompetitive Discretionary Apportionments.</p>	<p>Projects that do not focus on noise, air quality, or water quality.</p>
<p>Non-Movement Area Surveillance</p> <p>49 U.S.C. § 47143</p>	<p>Sponsor Eligibility: Limited to 5 airport sponsors of airports eligible to receive primary and commercial service airport apportionments (also referred to as</p>	<p>Projects that will improve safety, capacity, or efficiency through the use of non-movement area surveillance display systems and sensors. Systems must be airport owned, with sensors installed on-airport, and should supplement existing</p>	<p>Operation and maintenance expenses.</p> <p>Subscription costs.</p>

Pilot Program	Sponsor and Project Eligibility	Additional Requirements and Considerations	Excluded Work
	<p>entitlements) or cargo apportionments. Includes Large hub airports involved in surface metering under the FAA's Terminal Flight Data Manager (TFDM) program.</p> <p>Eligible airports must have existing Airport Surface Detection Equipment, Model X (ASDE-X) or Airport Surface Surveillance Capability (ASSC) systems and participate in the FAA's collaborative decision-making (CDM) process.</p> <p>Project Eligibility: Scheduled to sunset on October 1, 2028.</p>	<p>movement area systems to provide operational data for delay savings and improved surface metering.</p> <p>Projects should promote the distribution of data to off-airport stakeholders through data exchange processes to achieve capacity goals.</p> <p>Only capital expenses are eligible for AIP grants.</p> <p>No special funding is available for this pilot program. Selected projects are funded with primary and commercial service airport apportionments or cargo apportionment funding.</p>	

53 **J-4. RELATED PROJECTS**

54 The projects in this section are not eligible for pilot program purposes; however, references to related
 55 projects that may be eligible are provided as applicable.

56 **TABLE J-4.1. RELATED PROJECTS**

Project Type	When Scope of Work Includes	See Appendix
Accessibility Measures	Terminal construction / reconstruction	N, Terminal Development
Airfield Equipment	Automatic Dependent Surveillance - Broadcast (ADS-B) squitters, Vehicle Movement Area Transmitters	C, Airfield Infrastructure
Airport Energy Infrastructure	Infrastructure to improve energy efficiency	D, Environmental & Energy

Project Type	When Scope of Work Includes	See Appendix
Airport Energy Management Plan	Assess the airport’s current and future energy power requirements	K, Planning
Environmental Impact Statement	Identifying environmental measures associated with a proposed project	K, Planning
Noise	Acquire homes	I, Noise
	Acquire easements	
	Noise mitigation measures	
	Studies	
Runway Extensions	Extend / expand runway	B, Aircraft Operational Surfaces

57

DRAFT

AIP HANDBOOK

Your Guide to Safety, Standards, and Infrastructure Development



1

2

APPENDIX K - PLANNING

3

TABLE OF CONTENTS

4	Appendix K.....	K-1
5	K-1. Overview.....	K-2
6	K-2. General Eligibility and Justification.....	K-2
7	K-2.1. Eligibility Criteria.....	K-2
8	K-2.2. Justification Requirements.....	K-2
9	K-2.2.1. Scope & Allowable costs.....	K-3
10	K-3. Eligible Planning and System Studies.....	K-3
11	K-4. Related Projects.....	K-11

13

LIST OF TABLES

14	Table K-2.1. General Eligibility Requirements for Planning and System Studies.....	K-2
15	Table K-3.1. Eligible Planning and System Studies.....	K-4
16	Table K-4.1. Related Projects.....	K-11

17

18 K-1. OVERVIEW

19 This appendix outlines the project eligibility and justification requirements for airport planning studies.
20 These studies support informed decision-making by allowing airport sponsors, planning agencies, and
21 the FAA to evaluate needs, identify deficiencies, and assess alternatives. Planning grants cannot be
22 amended or increased.

23 K-2. GENERAL ELIGIBILITY AND JUSTIFICATION

24 See: 49 U.S.C. §§ [47102\(3\)](#), [47102\(5\)](#), [47110](#), [47134](#), [47136](#), and [47140](#)

25 See also: 14 CFR Parts [139](#) and [150](#)

26 Planning studies may document the need for future airport development. However, any future airport
27 development projects are subject to their own eligibility and justification requirements. For eligibility
28 and justification requirements applicable to all projects funded with AIP, see [Chapter 2, Eligibility &](#)
29 [Justification](#).

30 K-2.1. ELIGIBILITY CRITERIA

31 **TABLE K-2.1. GENERAL ELIGIBILITY REQUIREMENTS FOR PLANNING AND SYSTEM STUDIES**

Item	Description
Sponsor & Planning Authority	The project must be undertaken by an eligible airport sponsor or an eligible planning agency.
Requirements	The study must support a public use airport(s), be consistent with the role of the airport(s) in the National Plan of Integrated Airport Systems (NPIAS) and the Airports Capital Improvement Plan (ACIP) and provide data necessary to inform airport development decisions within the near-term planning period (5 years). The study uses applicable FAA guidance, recommended practices, and criteria to inform airport development needs and provide input into FAA decision-making.
Deliverable	The project must result in an FAA-acceptable or approved deliverable(s), as defined by applicable FAA Orders, Advisory Circulars, and policy guidance.

32 K-2.2. JUSTIFICATION REQUIREMENTS

33 Planning studies should be undertaken when necessary to identify predicted aeronautical demand and
34 to evaluate infrastructure development that may be necessary for design standards, safety, compliance,
35 and capacity as warranted by the circumstances that exist at the airport. The ARP Field Office must
36 determine when a planning study, including a system study, is necessary and justified to support future
37 FAA and sponsor decision-making.

38 Some studies may be updated to reflect changing circumstances. Other follow-on studies may only be
39 updated when included as part of a master plan update (see [Section K-3., Eligible Planning and System](#)
40 [Studies](#) for details).

41 K-2.2.1. SCOPE & ALLOWABLE COSTS

42 Projects must align with the airport's role in the NPIAS and the ACIP.

43 Prior to awarding a grant for a planning study, the FAA must accept:

- 44 ▪ A scope of work (SOW) and associated costs based on a negotiated agreement, and
- 45 ▪ An independent fee estimate (IFE) and sponsor's statement that the costs are reasonable and
46 directly related to the approved SOW.

47 Project planning grants with SOWs that duplicate recently completed FAA-funded planning work, or with
48 a SOW that is already covered by existing studies that remain valid and applicable, are not allowable.

49 Project design, construction, operations, and implementation efforts are excluded work.

50 Excluded work and costs are not eligible.

51 K-3. ELIGIBLE PLANNING AND SYSTEM STUDIES

52 For scope of work requirements applicable to all AIP-funded projects, see [Chapter 2](#).

53 Relevant Advisory Circulars (ACs) and Orders include, but are not limited to, the current version of:

- 54 ▪ [FAA Order 5090.5, Formulation of the National Plan of Integrated Airport Systems \(NPIAS\) and](#)
55 [Airports Capital Improvement Plan \(ACIP\);](#)
- 56 ▪ [FAA Order 1050.1, FAA National Environmental Policy Act \(NEPA\) Implementing Procedures;](#)
- 57 ▪ [FAA Order 5200.11, FAA Airports \(ARP\) Safety Management System \(SMS\);](#)
- 58 ▪ [AC 150/5070-6, Airport Master Plans;](#)
- 59 ▪ [AC 150/5000-17, Critical Aircraft and Regular Use Determination;](#)
- 60 ▪ [AC 150/5300-13, Airport Design;](#)
- 61 ▪ [AC 150/5325-4, Runway Length Requirements for Airport Design;](#)
- 62 ▪ [AC 150/5050-8, Environmental Management Systems for Airport Sponsors;](#)
- 63 ▪ [AC 150/5060-5, Airport Capacity and Delay;](#)
- 64 ▪ [AC 150/5360-13, Airport Terminal Planning;](#)
- 65 ▪ [AC 150/5020-1, Noise Control and Compatibility Planning for Airports;](#)
- 66 ▪ [AC 150/5200-38, Protocol for the Conduct and Review of Wildlife Hazard Site Visits, Wildlife](#)
67 [Hazard Assessments, and Wildlife Hazard Management Plans;](#)
- 68 ▪ [AC 150/5335-5, Standardized Method of Reporting Airport Pavement Strength \(PCR\);](#) and
- 69 ▪ [AC 150/5380-7, Airport Pavement Management Program \(PMP\).](#)

70 See the [AC checklist](#) for a list of the latest version of ACs applicable to AIP-funded projects.

71 TABLE K-3.1. ELIGIBLE PLANNING AND SYSTEM STUDIES

Project Type	Requirements, Additional Considerations, & Excluded Work
<p>Aeronautical Surveys <i>Conduct</i></p>	<p>A study to collect standardized, high-accuracy geospatial data for approach and departure design surfaces, terminal instrument procedures (TERPS), one engine inoperative (OEI), runways, and objects for upload to the Airport Data and Information Portal (ADIP) to inform the development of instrument flight procedures (IFPs) as well as obstacle action plans (OAPs).</p> <p>Requirements:</p> <ul style="list-style-type: none"> ▪ Survey data must be needed to develop new or modify instrument procedures and collect safety critical data such as input to an OAP included with an ALP. ▪ Must result in a set of digital geospatial data that is uploaded to the ADIP. <p>Additional Considerations:</p> <ul style="list-style-type: none"> ▪ Can be a stand-alone study, included in master plan or airport layout plan update with narrative, or included in a state or metropolitan system planning study.
<p>Master Plan; or Airport Layout Plan (ALP) Update with Narrative <i>Develop, Update</i></p>	<p>A comprehensive planning document that identifies the airport’s near-, mid-, and long-term development needed to meet current and future aviation demand.</p> <p>Requirements:</p> <ul style="list-style-type: none"> ▪ The airport must require significant updates to its ALP due to major aeronautical activity changes or considerable physical changes to the airport property that require evaluation in order to inform a sponsor and FAA decision-making. ▪ The planning effort must be conducted at a single airport. ▪ Must result in a full master plan document or an ALP update with narrative report that results in the development of an ALP drawing set, including an Exhibit A Property Inventory Map (if there are existing or planned changes to airport property not currently reflected on the Exhibit A), that is submitted to the ARP Field Office for review and acceptance. ▪ The critical aircraft and, if applicable, aviation demand forecast must be approved by the ARP Field Office. ▪ Only Large and Medium hub airports that are competition plan covered airports may include competition plans. <p>Additional Considerations:</p> <ul style="list-style-type: none"> ▪ Other stand-alone studies may be included in a master plan or master plan update. ▪ Airport certification manuals developed for a newly certificated Part 139 airport and an environmental management system (EMS) at a Large or Medium hub airport are limited to the initial plan only. ▪ A master plan intended to cover multiple sponsor-owned airports requires ARP Headquarters coordination.

Project Type	Requirements, Additional Considerations, & Excluded Work
	<ul style="list-style-type: none"> ▪ A master plan may document the role the airport plays with respect to medical emergencies, evacuations, and emergency or disaster preparedness in the community served by the airport. Any projects identified within the master plan that are associated with these roles must otherwise be eligible and justified. This consideration does not change existing planning policies and does not permit airports to receive AIP funds for non-airport disaster and emergency response planning. ▪ Inclusion of a planning effort after a natural disaster is eligible at primary airports and nonprimary airports designated as Federal Staging Areas (FSA) or as Federal Incident Support Bases (ISB) by the Federal Emergency Management Agency (FEMA). <ul style="list-style-type: none"> ○ Sponsors can incorporate an airport plan to maintain or restart operations after natural disasters like earthquakes, floods, and hurricanes. Sustaining operations means keeping flights running during events, such as using well-drained runways to manage rain. Resuming operations involve recovery after events, like relocating electrical systems to avoid flood damage and speed up recovery. ○ Sponsors applying for funding under this provision must provide the ARP Field Office with their Memorandum of Understanding (MOU) between the airport and FEMA. The ARP Field Office must obtain written concurrence from ARP Headquarters prior to grant programming. <p>Excluded Work:</p> <ul style="list-style-type: none"> ▪ Updates to a Part 139 Airport Certification Manual (ACM). Initial ACM is eligible as a stand-alone study. ▪ Updates to an EMS. ▪ Projects identified on the ALP or included in the plan. ▪ Other airport operational or management studies or documents, business plans, or economic benefit studies, including air service development and marketing studies.
<p>Exhibit A - Property Inventory Map <i>Develop, Update</i></p>	<p>An Exhibit A Property Inventory Map is an inventory of parcels that make up dedicated airport property which indicates how the land was acquired, the funding source for the land, and if the land was conveyed as Federal surplus land or government property. An Exhibit A also includes other detached parcels owned by the sponsor that are dedicated to airport purposes.</p> <p>Requirements:</p> <ul style="list-style-type: none"> ▪ Must result in an Exhibit A Property Inventory Map developed in accordance with Airports Standard Operating Procedure (SOP) 3.00 that is submitted to the ARP Field Office for review and acceptance. <p>Additional Considerations:</p>

Project Type	Requirements, Additional Considerations, & Excluded Work
	<ul style="list-style-type: none"> ▪ Can be a stand-alone study or included in a master plan or ALP update with narrative. FAA did not previously interpret the term “airport planning” to make Exhibit A Property Inventory Maps eligible as stand-alone projects, however 49 U.S.C. § 47102(5) allows the FAA to use its discretion to set the requirements for planning projects. The FAA notes that Exhibit A documents contribute to planning by demonstrating that the sponsor has adequate property rights to support future development at the airport.
<p>Drainage Study <i>Conduct, Update</i></p>	<p>A study to evaluate and plan stormwater systems to safely collect, convey, and discharge runoff in a manner that protects airfield pavements, facilities, and operations.</p> <p>Requirements:</p> <ul style="list-style-type: none"> ▪ Drainage study must be necessary to support a drainage project or comply with Federal law. ▪ Must result in a plan to address drainage issues. <p>Additional Considerations:</p> <ul style="list-style-type: none"> ▪ May assess the entire airfield or specific parts. ▪ Future efforts may be required to support future airport development.
<p>Energy Management Plan (EMP) <i>Develop</i></p>	<p>A plan that assesses the airport’s current and future energy power requirements.</p> <p>Requirements:</p> <ul style="list-style-type: none"> ▪ Sponsor must certify that no safety projects will be deferred to develop the EMP. ▪ Must result in a completed EMP. ▪ AIP is limited to reimbursement of the eligible plan costs. ▪ Requires coordination with the ARP Field Office. <p>Additional Considerations:</p> <ul style="list-style-type: none"> ▪ Plans may evaluate current and future energy power requirements including heating and cooling, power for on-road airport vehicles and ground support equipment, gate electrification, electric aircraft charging, and vehicles and equipment used to transport passengers and employees between the airport and limited nearby facilities. ▪ May also include assessing the existing energy infrastructure condition, location, and capacity, including base load and backup to power.
<p>Environmental Impact Statement (EIS) <i>Conduct</i></p>	<p>A stand-alone environmental study that is clear, concise, and appropriately detailed to provide decision-makers and the public with a discussion of any significant environmental impacts associated with a proposed action and reasonable alternatives.</p> <p>Requirements:</p>

Project Type	Requirements, Additional Considerations, & Excluded Work
	<ul style="list-style-type: none"> ▪ An EIS is conducted when required by NEPA and special purpose laws to support airport development. ▪ Cost must align to the scope of environmental review, alternatives analysis, identification of mitigation measures, public involvement activities, preparation of the document and technical appendices, and coordination with state and Federal agencies. ▪ An EIS must result in a Finding of No Significant Impact (FONSI) or a Record of Decision (ROD). <p>Additional Considerations:</p> <ul style="list-style-type: none"> ▪ An Environmental Assessment (EA) or Categorical Exclusion (CatEX) is to be included under an eligible development project. ▪ Follow-on efforts must be approved by the ARP Field Office. <p>Excluded Work:</p> <ul style="list-style-type: none"> ▪ Use of the sponsor’s force account when the FAA is responsible for performing or procuring work. ▪ Environmental mitigation.
<p>New Airport Feasibility and Site Selection Studies</p> <p><i>Conduct</i></p>	<p>A planning project necessary to determine if criteria are met for a new airport worksite in the NPIAS due to a direct, logical, and obvious need for a replacement, supplemental, or additional airport based on existing conditions.</p> <p>A new airport feasibility study, which considers if a new airport is needed and justified, determines if the airport:</p> <ul style="list-style-type: none"> ▪ Is predicted to be financially viable, demonstrated by the financial plan, which is included as part of the study; and ▪ Can meet applicable design standards and performance goals. <p>A new airport site selection study evaluates potential locations to identify a site that safely and efficiently accommodates aviation operations while meeting design standards and airspace, environmental, and land use compatibility requirements.</p> <p>Requirements:</p> <ul style="list-style-type: none"> ▪ New airport feasibility study requirements: <ul style="list-style-type: none"> ○ Conducts benefit cost analysis (BCA) if being developed for capacity, and ○ Results in documentation needed to determine if an airport site selection study should be pursued. ▪ New airport site selection study requirements: <ul style="list-style-type: none"> ○ Results in a viable recommendation for the airport’s physical location, and ○ Requires approval by ARP Headquarters. <p>Additional Considerations:</p>

Project Type	Requirements, Additional Considerations, & Excluded Work
	<ul style="list-style-type: none"> ▪ Follow-on planning efforts require independent justification. <p>Excluded Work:</p> <ul style="list-style-type: none"> ▪ Land acquisition or environmental studies needed to support a new airport.
<p>Pavement Management Plan (PMP) <i>Develop, Update</i></p>	<p>A PMP or pavement study evaluates the Pavement Condition Index (PCI) and / or Pavement Classification Rating (PCR), along with the performance and life cycle requirements of airfield pavements to ensure safe aircraft operations.</p> <p>Requirements:</p> <ul style="list-style-type: none"> ▪ Must result in a completed PMP and / or PCR study. <p>Additional Considerations:</p> <ul style="list-style-type: none"> ▪ Can be a stand-alone study or included in a master plan or ALP update with narrative. ▪ PMPs at multiple airports can be developed as a state or metropolitan system planning study. ▪ Sponsors must update the PMP through a detailed inspection at least annually, although a sponsor may extend the update frequency to triennially if a more comprehensive survey is used. These regular updates are not AIP-eligible.
<p>Privatization Study <i>Conduct</i></p>	<p>A pre-development planning study that supports the Airport Investment Partnership Program (AIPP) and evaluates the financial, operational, and regulatory feasibility of transferring airport operations to a private entity. Results in a study covering one or all three of the following: financial, legal, and procurement.</p> <p>Requirements:</p> <ul style="list-style-type: none"> ▪ The sponsor must have expressed interest in the AIPP and communicated this in writing to the ARP Field Office. ▪ A privatization planning study must result in an AIPP application. ▪ If the FAA determines a BCA is required prior to approving an AIPP application, that BCA must be included. The data collection needed to support the BCA is an eligible cost. ▪ Requires ARP Headquarters coordination. <p>Additional Considerations:</p> <ul style="list-style-type: none"> ▪ Pre-development planning costs cannot exceed \$750,000 per application or proposed application.
<p>Recycling Plan <i>Develop</i></p>	<p>A solid waste recycling plan evaluates airport waste streams and identifies strategies to reduce, reuse, and recycle materials generated by airport operations.</p> <p>Requirements:</p> <ul style="list-style-type: none"> ▪ If the sponsor does not have a solid waste recycling plan, the initial plan development is eligible.

Project Type	Requirements, Additional Considerations, & Excluded Work
	<ul style="list-style-type: none"> ▪ The plan must be consistent with applicable state and local recycling laws. <p>Additional Considerations:</p> <ul style="list-style-type: none"> ▪ Initial plan can be a stand-alone study. Future efforts must be included under a master plan or ALP update with narrative.
<p>Safety Management System (SMS) <i>Prepare</i></p>	<p>An SMS implementation plan identifies a realistic strategy for developing SMS at an airport. The SMS manual documents the policies, procedures, and processes used to systematically identify, assess, and manage safety risks at an airport.</p> <p>Requirements:</p> <ul style="list-style-type: none"> ▪ If an airport does not currently have an SMS program and desires to proactively manage risks, prevent accidents, and ensure regulatory compliance by identifying hazards before they cause harm, initial preparation of the SMS manual and implementation plan is eligible. ▪ Costs associated with the initial acquisition of software designed to support SMS implementation, consistent with the SOW, are capped at \$50,000 per sponsor. ▪ Requires ARP Headquarters coordination. <p>Excluded Work:</p> <ul style="list-style-type: none"> ▪ Costs associated with maintaining or updating a current plan are operational and not eligible. ▪ Costs associated with implementation, hiring, and training airport personnel.
<p>System Studies <i>Conduct, Update</i></p>	<p>State, regional, and metropolitan aviation system studies evaluate existing and future airport roles, aeronautical demand, capacity, and constraints.</p> <p>Requirements:</p> <ul style="list-style-type: none"> ▪ Must result in a study to support coordinated planning across a broader aviation network. ▪ The ARP Field Office must determine when a system study is necessary and justified and must approve the SOW. <p>Additional Considerations:</p> <ul style="list-style-type: none"> ▪ May include aeronautical surveys for all runways, PMPs, initial PCRs for all AIP-eligible pavements, and other elements approved by the ARP Field Office. ▪ May include an acoustical study for the purpose of conducting aircraft counts. The number of airports covered in the study must be identified, and the study must name the airports included.
<p>Wildlife Hazard Assessment (WHA) and Management Plan (WHMP)</p>	<p>A WHA or site visit is used to evaluate the presence, behavior, and attractants of wildlife on and near an airport; to identify risks to aircraft operations; and to identify the need for an assessment.</p> <p>Requirements:</p>

Project Type	Requirements, Additional Considerations, & Excluded Work
<p><i>Conduct</i></p>	<ul style="list-style-type: none"> ▪ Per FAA Policy, necessary to address safety concerns at: <ul style="list-style-type: none"> ○ General aviation airports with 100 or more based jet aircraft, and with over 75,000 annual operations, and ○ 14 CFR Part 139 airports. ▪ Future efforts must be justified based on new risks. ▪ Results in a WHMP when a need is determined by a WHA. <p>Additional Considerations:</p> <ul style="list-style-type: none"> ▪ When a wildlife hazard is present and documented, generally both a WHA and a WHMP are done within the same grant. A WHMP is also eligible as a stand-alone grant as long as it is based on a recent FAA approved WHA or site visit. ▪ Failure to implement an existing plan does not justify a second wildlife hazard assessment (WHA) or site visit. <p>Excluded Work:</p> <ul style="list-style-type: none"> ▪ Wildlife hazard mitigation projects.
<p>Zero-Emission Vehicles (ZEV) Management Plan</p> <p><i>Conduct</i></p>	<p>This plan assesses the existing and future infrastructure requirements of the airport related to ZEV vehicles and infrastructure.</p> <p>Requirements:</p> <ul style="list-style-type: none"> ▪ The FAA will give sponsors who apply for project funding under the ZEV Program priority consideration for selection if they provide their long-term ZEV management plan with their ZEV Program application. <p>Additional Considerations:</p> <ul style="list-style-type: none"> ▪ Initial plan can be a stand-alone study or as part of a master plan. Future efforts must be included under a master plan or ALP update with narrative.
<p>Miscellaneous Studies</p> <p><i>Conduct, Update</i></p>	<p>A miscellaneous study may be used to conduct a new or update an existing terminal area narrative report, site selection study for a certain type of eligible project (e.g., terminal building, tower or new runway), or an airport-wide obstruction survey when the project has not yet been deemed eligible and justified.</p> <p>Requirements:</p> <ul style="list-style-type: none"> ▪ Must be necessary to address specific standards, safety, compliance, capacity, or a future development need that cannot be addressed in another type of study. ▪ Requires ARP Headquarters coordination. ▪ Future efforts require independent justification. <p>Other Eligible Stand-Alone Projects:</p> <ul style="list-style-type: none"> ▪ <u>Airport Certification Manual (ACM)</u>: Only the initial ACM developed for newly certificated Part 139 airport is eligible.

Project Type	Requirements, Additional Considerations, & Excluded Work
	<ul style="list-style-type: none"> ▪ <u>Environmental Management System (EMS)</u>: Only the initial development of the EMS program is eligible. The airport must be a Medium or Large hub airport. The sponsor certifies in writing to the ARP Field Office that the EMS complies with <u>AC 150/5050-8</u> at project completion.

72 **K-4. RELATED PROJECTS**

73 The projects in this section are not eligible for planning and system study purposes; however, references
 74 to related projects that may be eligible are provided as applicable.

75 **TABLE K-4.1. RELATED PROJECTS**

Project Type	When Scope of Work Includes	See Appendix
Aeronautical Surveys	AGIS data	B, Aircraft Operational Surfaces
		C, Airfield Infrastructure
		F, Lighting, Signage, & Markings
		G, NAVAIDs
Environmental	Mitigation	D, Environmental & Energy
	Zero Emissions Vehicles and Infrastructure	D, Environmental & Energy
New Airports	Replacement or supplemental, or additional airports	H, New Airport
Noise	Mitigation	I, Noise
	Part 150 Noise Studies	I, Noise

76



1

2

3

APPENDIX L – REVENUE PRODUCING

TABLE OF CONTENTS

4

5 Appendix L – Revenue Producing..... L-1

6 L-1. Overview L-2

7 L-2. General Eligibility and Justification L-2

8 L-2.1. Eligibility Criteria L-2

9 L-2.2. Justification Requirements..... L-3

10 L-2.2.1. Scope & Allowable Costs L-3

11 L-2.2.2. Useful Life..... L-4

12 L-3. Eligible Revenue Producing Projects L-4

13 L-4. Related Projects L-6

14

LIST OF TABLES

15

16 Table L-2.1. General Eligibility Requirements For Revenue Producing Projects L-2

17 Table L-2.2. General Justification Requirements for Revenue Producing Projects L-3

18 Table L-3.1. Eligible Revenue Producing Projects..... L-4

19 Table L-4.1. Related Projects L-6

20 **L-1. OVERVIEW**

21 This appendix outlines the eligibility and justification requirements for projects that will increase the
 22 revenue producing ability of the airport. In most cases, revenue producing projects are not eligible for
 23 AIP funding. This appendix discusses the limited exceptions for when an airport sponsor may use AIP
 24 funds on a revenue producing project.

25 **L-2. GENERAL ELIGIBILITY AND JUSTIFICATION**

26 See: 49 U.S.C. §§ [47101\(a\)\(14\)](#), [47102\(3\)\(M\)](#), [47102\(3\)\(W\)](#), [47102\(24\)](#), [47110\(h\)](#), and [47118](#)
 27 For eligibility and justification requirements applicable to all projects funded with AIP, see [Chapter 2,](#)
 28 [Eligibility & Justification.](#)

29 **L-2.1. ELIGIBILITY CRITERIA**

30 **TABLE L-2.1. GENERAL ELIGIBILITY REQUIREMENTS FOR REVENUE PRODUCING PROJECTS**

Item	Description
Eligible Airports and Allowable Funding	Revenue producing projects under this appendix are limited to: <ul style="list-style-type: none"> ▪ Nonprimary airports using general aviation apportionment funding under 49 U.S.C. § 47114 or nonprimary commercial service airports using apportionment funding, and ▪ Airports participating in the Military Airport Program (MAP) and using MAP special noncompetitive discretionary funding (MAP funding).
Ownership & Operator	To be eligible for AIP funding, revenue producing facilities must be owned and operated by the airport sponsor, available to the public, and not transferred to a third party for exclusive use. An airport sponsor may have an entity manage an AIP-funded facility on its behalf, provided it is publicly available and not for the exclusive use of that, or other, entities.
Use	The revenue producing facility must be available for nonexclusive public use. Hangars must be used for aeronautical purposes. For more information on aeronautical purposes, see FAA Order 5190.6, FAA Airport Compliance Manual.
Scope	Projects are designed to: <ul style="list-style-type: none"> ▪ Produce revenue for the sponsor’s airport system; ▪ Support the conversion of an airport participating in the MAP to civilian use; or

Item	Description
	<ul style="list-style-type: none"> ▪ Provide unleaded avgas fuel farms for piston-driven aircraft.
Location	The project must be on airport property and depicted on the latest FAA-approved ALP.

31 L-2.2. JUSTIFICATION REQUIREMENTS

32 **TABLE L-2.2. GENERAL JUSTIFICATION REQUIREMENTS FOR REVENUE PRODUCING PROJECTS**

Item	Description
Produce Revenue	<p>The project must increase the airport’s ability to produce revenue for airport system purposes and to be as self-sustaining as possible under the circumstances existing at each airport. Sponsors should not seek to create revenue surpluses exceeding amounts necessary for the airport’s operation.</p> <p>MAP Projects: Revenue producing MAP projects must be included in the sponsor’s MAP application outlining the airport’s conversion plan to civil use and approved by the ARP Field Office and ARP Headquarters. This does not preclude the sponsor from requesting airport apportionments to support projects outside of the MAP program, provided such projects meet the airside needs test.</p>
Airside Needs Test	<p>The sponsor must ensure it has either already satisfied all airside needs or has a funding plan, exclusive of noncompetitive discretionary funds, for airside needs projects within the current fiscal year plus the next two fiscal years.</p> <p>MAP Projects: The airside needs requirement does not apply to projects using MAP funding for fuel farm, hangar, or cargo building projects.</p>

33 L-2.2.1. SCOPE & ALLOWABLE COSTS

34 Projects must align with the project’s justification and not exceed the scope or quantities identified in
 35 the grant application.

36 Excluded work and costs are not eligible. This includes:

- Removal of existing revenue producing facilities or equipment, unless using MAP funding;
- Routine work;
- Rehabilitation of fuel farms, hangars, or airplane wash racks, except for fuel farm and hangar rehabilitations using MAP funding; and
- Stand-alone environmental remediation. However, the discrete part of a project dedicated to mitigation of contamination needed for the approval and permitting of an otherwise AIP-eligible project may be eligible as an included cost.

37 Relocation of a revenue producing facility may be considered in scope if the facility is impeding another
 38 AIP project and aligns with a configuration listed in [Chapter 2, Table 2-3.16](#).

39 See Special Discretionary Apportionment Categories: Military Airport Program for limitations on
 40 allowable costs for airports participating in the MAP.

41 L-2.2.2. USEFUL LIFE

42 [Chapter 2](#) discusses minimum useful life requirements applicable to all AIP-funded projects. One
 43 component of the minimum useful life requirement for equipment or a facility being reconstructed is
 44 that the equipment or facility must no longer be operational or maintainable, while rehabilitation must
 45 extend the useful life. [Chapter 2, Section 2-3.2., Minimum Useful Life](#), provides details on what factors
 46 the ARP Field Office must evaluate if the equipment or facility has not achieved its minimum useful life.

47 [Table L-3.1](#) includes specific minimum useful life requirements applicable to revenue producing projects.

48 **L-3. ELIGIBLE REVENUE PRODUCING PROJECTS**

49 For scope of work requirements applicable to all AIP-funded projects, see [Chapter 2](#).

50 Relevant Advisory Circulars (ACs) include, but are not limited to, the current version of:

- 51 ▪ [AC 150/5230-4, Aircraft Fuel Storage, Handling, and Dispensing on Airports](#); and
- 52 ▪ [AC 150/5300-13, Airport Design](#).

53 See the [AC checklist](#) for a list of the latest version of ACs applicable to AIP-funded projects.

54 **TABLE L-3.1. ELIGIBLE REVENUE PRODUCING PROJECTS**

Project Type	Justification and Useful Life	Additional Requirements and Considerations	Excluded Work
Fuel Farms <i>Construct, Expand, Reconstruct, & Rehabilitate (MAP only)</i>	Increases the airport’s ability to produce revenue or included in an approved MAP plan. Reconstruction after 20 years and the equipment is no longer functional or	A centralized facility to store, manage, and dispense aviation fuel to aircraft, including bulk fuel storage tanks, the containment area, the pavement area needed for fueling	Removal of tanks at airports not participating in MAP unless required by an environmental determination.

Project Type	Justification and Useful Life	Additional Requirements and Considerations	Excluded Work
<p>Unit of Measure: <i>Item Type & Quantity</i></p>	<p>maintainable; or rehabilitation using MAP funding at 10 years.</p> <p>Replacement of a fuel farm if the facility has met or exceeded its useful life and is no longer functional or maintainable to a point that revenue is no longer being generated.</p>	<p>operations, pumps, and associated equipment.</p> <p>Construction of mobile refueler parking within a fuel farm.</p> <p>Construction of an access road if necessary to complete initial fuel farm construction.</p> <p>Additional fuel tanks for an existing or a new fuel type.</p> <p>Self-service credit card aeronautical fueling systems.</p>	<p>Replacement of a mobile refueler or self-service credit card aeronautical fueling system.</p> <p>Routine work.</p>
<p>Hangars <i>Construct, Expand, Reconstruct, & Rehabilitate (MAP only)</i></p> <p>Unit of Measure: <i>Square Feet</i></p>	<p>Increases the airport's ability to produce revenue or included in an approved MAP plan; major rehabilitation / reconstruction after 20 years (40 for concrete block structures) and the building is no longer functional or maintainable, which will restart the useful life of the facility; rehabilitation using MAP funding after 10 years and the building is no longer functional or maintainable.</p>	<p>Buildings associated with storage, maintenance, assembly of aircraft, and other aeronautical support facilities requiring construction of building space.</p> <p>Utilities needed to serve the building.</p> <p>Construction of an access road if necessary to complete initial hangar construction.</p> <p>Expansion of a public-use component of a hangar owned by the sponsor.</p> <p>MAP designated airports may also include a nonexclusive use cargo building. All MAP-funded</p>	<p>Acquisition of an existing building.</p> <p>Individual building components are generally considered minor rehabilitation and are not eligible. Major rehabilitation must include multiple components and must restart the useful life.</p> <p>Buildings intended for storage of property other than aircraft or aircraft supplies.</p> <p>Pavement exceeding the amount needed for wing-tip clearance.</p>

Project Type	Justification and Useful Life	Additional Requirements and Considerations	Excluded Work
		hangars and cargo buildings must be 50,000 square feet or less.	<p>Rehabilitation at airports not participating in MAP.</p> <p>Improvements / modifications or routine work is not eligible.</p> <p>Reconstruction is limited to hangars, not other aeronautical support facilities.</p>
<p>Airplane Wash Racks <i>Construct</i> Unit of Measure: <i>Item and Quantity</i></p>	Increases the airport's ability to produce revenue.	<p>A paved pad with a water and power system to clean aircraft.</p> <p>Proper drainage and water runoff collection.</p> <p>Utilities necessary for operation and drainage.</p>	Expansion / rehabilitation / reconstruction / improvements / modifications or routine work is not eligible.

55 **L-4. RELATED PROJECTS**

56 The projects in this section are not eligible when they will produce revenue; however, references to
57 related projects that may be eligible are provided as applicable.

58 **TABLE L-4.1. RELATED PROJECTS**

Project Type	When Scope of Work Includes	See Appendix
Access road	Rehabilitation or reconstruction of an access road leading to eligible hangar building or fuel farm	C, Airfield Infrastructure
Buildings	Aircraft Rescue and Firefighting (ARFF)	E, Equipment & Facilities
	Snow Removal Equipment (SRE)	
Fuel truck	Airport-owned fuel trucks providing exclusively unleaded aviation fuels	D, Environmental & Energy

Project Type	When Scope of Work Includes	See Appendix
Revenue producing parking lot	Revenue generating parking lot using MAP funding	N, Terminal Development
Unleaded aviation fuel and hydrogen infrastructure	Airport-owned fuel infrastructure fueling piston-driven aircraft with unleaded aviation fuels or certificated hydrogen-powered aircraft	D, Environmental & Energy

DRAFT



1

2

APPENDIX M - SECURITY

3

TABLE OF CONTENTS

4

5 Appendix M - Security..... M-1

6 M-1. Overview..... M-2

7 M-2. General Eligibility and Justification..... M-2

8 M-2.1. Eligibility Criteria..... M-2

9 M-2.2. Justification Requirements M-2

10 M-2.2.1. Scope & Allowable Costs M-3

11 M-2.2.2. Useful Life M-3

12 M-3. Eligible Security Projects M-3

13 M-4. Related Projects..... M-6

14

LIST OF TABLES

15

16 Table M-2.1. General Eligibility Requirements for Security ProjectsM-2

17 Table M-3.1. Eligibility Security Projects.....M-3

18 Table M-4.1. Related ProjectsM-6

19 **M-1. OVERVIEW**

20 This appendix outlines the eligibility and justification requirements for airport security projects meeting
 21 the minimum requirements of [49 CFR Part 1542](#) and related statutes. Only projects supporting access
 22 control as required in an airport’s Transportation Security Administration (TSA)-approved security
 23 program (the 1542 Plan) are eligible for AIP funding, with some exceptions as may be included in annual
 24 appropriations laws. Projects not eligible for AIP may be eligible under other programs, such as the
 25 Passenger Facility Charge (PFC) program.

26 **M-2. GENERAL ELIGIBILITY AND JUSTIFICATION**

27 See: 49 U.S.C. §§ [47102\(3\)\(B\)\(ii\)](#) and [47102\(3\)\(B\)\(x\)](#)

28 See also: 49 CFR §§ [1542.103](#), [1542.201](#), [1542.203](#), [1542.207](#), and [1542.211](#)

29 For eligibility and justification requirements applicable to all projects funded with AIP, see [Chapter 2, Eligibility & Justification](#).

31 **M-2.1. ELIGIBILITY CRITERIA**

32 **TABLE M-2.1. GENERAL ELIGIBILITY REQUIREMENTS FOR SECURITY PROJECTS**

Item	Description
Ownership & Operator	Projects must be owned and operated by the airport sponsor.
1542 Plan	The airport must have a TSA-approved 1542 Plan, and projects must be included in this plan.
Scope	Projects must support access control to secured areas, Aircraft Operations Areas (AOA), and Security Identification Display Areas (SIDA) as defined in the 1542 Plan. FAA eligibility is limited to entry access control for secured areas, SIDA, and AOA. Egress systems, exit lanes, and terminal exit devices are not eligible.
Location	Construction projects must be on airport property and depicted on the latest FAA-approved ALP.
Approval	Projects outside this appendix require ARP Field Office approval before inclusion in the ACIP.

33 **M-2.2. JUSTIFICATION REQUIREMENTS**

34 To meet the Department of Homeland Security consultation requirements prescribed in
 35 [49 U.S.C. § 47106\(g\)](#), a letter from the TSA Federal Security Director (FSD) to the ARP Field Office is
 36 required. The letter must identify and justify the project, confirm the project supports access control,
 37 and state that TSA will not fund it. While a TSA letter is required, it cannot expand project eligibility.

38 Justification for rehabilitation or replacement is based upon the applicable useful life standards detailed
 39 in [Table M-3.1](#).

40 M-2.2.1. SCOPE & ALLOWABLE COSTS
 41 Projects must align with the TSA Letter, be necessary for the airport’s unique needs, and not exceed the
 42 scope or quantities identified.
 43 Excluded work and costs are not eligible.

44 M-2.2.2. USEFUL LIFE
 45 [Chapter 2](#) discusses minimum useful life requirements applicable to all AIP-funded projects. One
 46 component of the minimum useful life requirement for equipment or a facility being rehabilitated or
 47 reconstructed is that the equipment or facility must no longer be operational or maintainable. [Chapter](#)
 48 [2, Section 2-3.2](#), provides details on what factors the ARP Field Office must evaluate if the equipment or
 49 facility has not achieved its minimum useful life.
 50 [Table M-3.1](#) includes specific minimum useful life requirements applicable to security projects.

51 **M-3. ELIGIBLE SECURITY PROJECTS**

52 For scope of work requirements applicable to all AIP-funded projects, see [Chapter 2](#).

53 **TABLE M-3.1. ELIGIBLE SECURITY PROJECTS**

Project Type	Justification and Useful Life	Additional Requirements and Considerations	Excluded Work
Access Control Systems <i>Acquire, Install, Improve, & Reconstruct</i> Unit of Measure: <i>Item Type</i>	TSA letter; replacement eligible after 10 years and if the equipment is no longer functional or maintainable.	Access control systems and panels for entry points (doors, gates) to secured areas, AOA, and SIDA, including entry intrusion detection systems. Work to enable functionality including utilities, communication and control.	Egress control mechanisms and access control for non-secured areas. Rehabilitation or routine work.
Badging Equipment <i>Acquire, Install, & Reconstruct</i> Unit of Measure: <i>Item Type</i>	TSA letter; replacement after 10 years and if the equipment is no longer functional or maintainable.	Badging equipment and systems for access control, including associated systems necessary for implementation, such as initial purchase of hardware and software.	Supplies (laminates, ink, lanyards) and operational fees. Rehabilitation, improvements, modifications, or routine work.
Fingerprinting Equipment <i>Acquire, Install, & Reconstruct</i>	TSA letter; replacement after 10 years and if the equipment is no longer functional or maintainable.	Equipment for Federal Bureau of Investigation (FBI) certified fingerprint-based criminal history records checks (background checks) for access control. Includes	Supplies and operational costs (e.g., TSA approved fingerprinting cards, applications, ink,

Project Type	Justification and Useful Life	Additional Requirements and Considerations	Excluded Work
<p>Unit of Measure: <i>Item Type</i></p>		<p>biometric scanners and computers used solely for access control purposes by the airport operator with software and hardware required to transmit and receive background investigation data for access control purposes.</p>	<p>paper, and similar supplies). Associated subscriptions and services. Rehabilitation, improvements, modifications, and routine work.</p>
<p>Security Fencing & Gates <i>Construct, Improve, & Reconstruct</i> Unit of Measure: <i>Feet for fencing, Quantity for gates</i></p>	<p>TSA letter; replacement after 20 years and if the fencing and / or gates are no longer functional or maintainable.</p>	<p>Security fencing and gates for AOA access control, operated manually, through card readers or remote monitoring. Work to enable functionality including utilities, communication, and control.</p>	<p>Fencing / gates not for AOA access control and motion detectors as part of the security fencing project. Rehabilitation and routine work.</p>
<p>Security Guard Shacks <i>Construct, Improve, & Reconstruct</i> Unit of Measure: <i>Quantity</i></p>	<p>TSA letter; replacement after 20 years (40 for concrete block structures) and the structure / equipment is no longer functional or maintainable.</p>	<p>Guard shacks supporting airport personnel performing surveillance for access control purposes at perimeter gates. Work to enable functionality including utilities, communication, and control.</p>	<p>Decorative features. Construction costs for non-operational space and equipment (e.g., interior walls and doors, office space, furniture, appliances and related equipment). Firearms and ammunition. Rehabilitation and routine work.</p>
<p>Security Monitoring Equipment <i>Acquire, Install, & Reconstruct</i> Unit of Measure: <i>Item Type</i></p>	<p>TSA letter; replacement after 10 years and if the equipment is no longer functional or maintainable.</p>	<p>Surveillance cameras, motion detectors, and associated systems to operate the perimeter / AOA access control equipment (e.g., initial purchase of hardware and software).</p>	<p>Subscription services, maintenance contracts, spare parts, personnel, terminal cameras. Rehabilitation and routine work.</p>

Project Type	Justification and Useful Life	Additional Requirements and Considerations	Excluded Work
		Work to enable functionality including utilities, communication, and control.	
<p>Security Police Vehicles <i>Acquire & Reconstruct</i> Unit of Measure: <i>Item Type</i></p>	TSA letter; replacement after 10 years and if the vehicle is no longer functional or maintainable.	Vehicles with associated communication equipment meeting the airport’s security needs that are necessary to meet the 1542 Plan.	<p>Operational costs (maintenance and maintenance contracts, fuel and charging, spare parts, firearms, munitions, etc.).</p> <p>Rehabilitation, improvements, modifications, and routine work.</p>
<p>Security Perimeter Service Roads <i>Construct, Improve, Rehabilitate, & Reconstruct</i> Unit of Measure: <i>Feet</i></p>	TSA letter; rehabilitation after 10 years (5 for gravel) to extend the useful life, replacement after 20 years (10 for gravel) and the road is no longer functional or maintainable.	Service roads, gravel or asphalt, inside the AOA fence for security vehicles. Includes signage and markings to warn of aircraft operations.	<p>Non-public use service roads for aircraft rescue and firefighting (ARFF), snow removal equipment (SRE), or other airport operations vehicles to access the airfield, navigational aids (NAVAIDs), power vaults, or critical infrastructure for airport operations.</p> <p>Routine work.</p>
<p>Security Access Control Lighting <i>Construct, Rehabilitate, & Reconstruct</i> Unit of Measure: <i>Item Type</i></p>	TSA letter; rehabilitation after 5 years to extend the useful life; replacement after 10 years and the equipment is no longer functional or maintainable.	<p>Lighting for the AOA perimeter access control including flood lighting, fence mounted lighting, or pole lighting.</p> <p>Work to enable functionality including utilities, communication, control, needed upgrades to the airfield lighting vault, motion activation systems</p>	<p>Lighting for ramps, hangars, businesses, or maintenance buildings.</p> <p>Improvements, modifications, and routine work.</p>

Project Type	Justification and Useful Life	Additional Requirements and Considerations	Excluded Work
		and down shielding equipment.	

54

55 **M-4. RELATED PROJECTS**

56 The projects in this section are not eligible for security purposes; however, references to related projects
 57 that may be eligible are provided as applicable.

58 **TABLE M-4.1. RELATED PROJECTS**

Project Type	When Scope of Work Includes	See Appendix
Access and Service Roads	Non-public use service roads for airport operations vehicles to access the airfield	C, Airfield Infrastructure
	Public-use access roads to ARFF or SRE	E, Equipment & Facilities
	Public-use roads to other eligible buildings	L, Revenue Producing
	Public-use access roads to terminals	N, Terminal Development
Airport Terminal Cameras / Surveillance	Cameras in public areas of terminal buildings, including cameras mounted on the exterior of terminal buildings providing surveillance of public use landside areas	N, Terminal Development
Apron Lighting	Apron lighting	F, Lighting, Signage, & Markings
Automated Exit Lanes (Exit Doors)	Automated exit lanes, including, but not limited to, exit door technologies providing egress control from sterile areas	Not eligible to be funded under FAA grant programs.
Emergency Operations Center (EOC)	Emergency operations centers for airport personnel to monitor eligible security access control systems	E, Equipment & Facilities
Explosive Detection Devices / Systems (EDD/EDS)	EDD / EDS / baggage screening equipment / systems	AIP funding is prohibited by appropriations law. Limited

		<p>eligibility for certain baggage screening equipment remains available under the PFC Program.</p> <p>See the AIP Handbook Website.</p>
Fencing and Gates	Wildlife hazard mitigation fencing	C, Airfield Infrastructure
	Standard perimeter fencing	E, Equipment & Facilities
Non-Access Control Surveillance Systems	Cameras and monitoring equipment for ramps / aprons, hangars, businesses, and / or maintenance buildings that do not have direct access to the AOA	Not eligible to be funded under AIP.
Passenger Screening Areas and Equipment	Limited space for non-revenue producing public-use areas of a commercial service airport	N, Terminal Development



1

2

APPENDIX N – TERMINAL DEVELOPMENT

3

TABLE OF CONTENTS

5	Appendix N – Terminal Development.....	N-1
6	N-1. Overview	N-2
7	N-2. General Eligibility and Justification	N-2
8	N-2.1. Eligibility Criteria	N-2
9	N-2.2. Justification Requirements.....	N-8
10	N-2.2.1. Scope & Allowable Costs.....	N-9
11	N-2.2.2. Useful Life.....	N-10
12	N-3. Eligible Terminal Development Projects.....	N-10
13	N-4. Related Projects	N-20

14

LIST OF TABLES

16	Table N-2.1. General Eligibility Requirements	N-2
17	Table N-2.2. List Of Project Restrictions by Fund Type.....	N-5
18	Table N-2.3. Noncompetitive Discretionary Terminal Funding Airport Reclassification Rules	N-7
19	Table N-2.4. Noncompetitive Discretionary Terminal Funding Rules by Airport Type.....	N-8
20	Table N-2.5. General Justification Requirements for Terminal Projects	N-8
21	Table N-2.6. Prorated Areas and High-Cost Eligible / Ineligible Items.....	N-9
22	Table N-3.1. Eligible Terminal Structure, Related Areas, And Components.....	N-10
23	Table N-3.2. Eligible Stand-Alone Terminal Related Areas And Components	N-13
24	Table N-4.1. Related Projects.....	N-20

25 **N-1. OVERVIEW**

26 Terminal development consists of projects within terminal buildings as well as associated airside and
 27 landside areas, which are directly related to the movement of passengers and baggage. Eligible projects
 28 advance congressionally directed priorities, such as capacity, standards, and special emphasis objectives,
 29 through new construction or improvement of existing facilities. Certain projects are limited by statute
 30 based on airport categories and funding.

31 Eligibility and justification must be determined prior to funding. This includes determining which areas
 32 of the terminal serve the public, which areas are for private use (such as offices), and which areas are for
 33 concessions. Terminals usually have a mix of eligible and ineligible areas that require prorating the total
 34 project cost to allocate funding correctly (see [Table N-2.6.](#)).

35 Terminal projects must also comply with [Buy American](#) requirements and procurement restrictions,
 36 including prohibitions on certain foreign equipment.

37 **N-2. GENERAL ELIGIBILITY AND JUSTIFICATION**

38 See: 49 U.S.C. §§ [47102\(3\)](#), [47102\(28\)](#), [47108](#), and [47119](#)

39 For eligibility and justification requirements applicable to all projects funded with AIP, see [Chapter 2,](#)
 40 [Eligibility & Justification.](#)

41 **N-2.1. ELIGIBILITY CRITERIA**

42 This section outlines the necessary qualifications for terminal project participation and details the
 43 criteria for modifying funding classifications to ensure consistent financial management.

44 **TABLE N-2.1. GENERAL ELIGIBILITY REQUIREMENTS**

Item	Description
Ownership & Operator	<ul style="list-style-type: none"> ▪ The project must be: <ul style="list-style-type: none"> ○ located on airport property, and ○ depicted on the most recent FAA-approved ALP; and ▪ The airport sponsor must own and operate AIP-funded equipment / facilities, which includes meeting the conditions of nonexclusive use for leases.
Safety, Security, and Access Needs Met	<p>The sponsor must certify in writing to the ARP Field Office that:</p> <ul style="list-style-type: none"> ▪ It has all the applicable 14 CFR Part 139 safety and 49 CFR Part 1542 security equipment required by rules or regulation, and ▪ The sponsor has provided access and equipment for passengers boarding or exiting non-air carrier aircraft.
Terminal Security Areas	<p>Terminal security is divided into three different areas:</p> <ul style="list-style-type: none"> ▪ Landside: This area is accessible to the general public.

Item	Description
(Landside, Sterile, & Secured Areas)	<ul style="list-style-type: none"> ▪ Sterile Area: This area (as more fully defined in 49 CFR Part 1540) is restricted to passengers, airline employees and others who have passed airport security. The Transportation Security Administration (TSA) is responsible under 49 CFR Part 1544 for controlling access between the landside and the sterile area. ▪ Secured Area: This area (as more fully defined in 49 CFR Part 1540) is the portion of the terminal or terminal ramp that has direct access to the aircraft. The airport is responsible, under 49 CFR Part 1542, for controlling access to the secured area.
Public-Use Requirements for Terminal Buildings	<p>Terminal public-use space is limited to the following:</p> <ul style="list-style-type: none"> ▪ Areas that passengers may need to occupy as part of their air travel. ▪ Utility support space needed to make the public-use space operational, including the mechanical and electrical rooms. ▪ Areas past passenger screening (accessible only by ticketed passengers) may still contain public-use areas. ▪ General aviation terminals can be stand-alone buildings, co-located within a commercial service terminal, or co-located within a fixed-base operator (FBO) facility. Each is considered public use, but when co-located with an FBO, exclusions apply. <p>Excluded Areas:</p> <ul style="list-style-type: none"> ▪ Areas such as airport administration offices, police areas, janitor closets, or conference rooms are not considered public-use areas even if these areas are occasionally accessed by the public. ▪ In a general aviation terminal that shares space with an FBO, the areas behind the counter and office space are not public-use and do not qualify for terminal development.
Typical Eligible Areas or Equipment within a Terminal Building	<p>Eligible Areas:</p> <ul style="list-style-type: none"> ▪ Passenger-Related Areas: Ticketing lobbies (excluding ticket counters and area behind the counters, discussed further under Limited Eligibility or Exceptions), public-use lobbies, the public-use portion of baggage claim areas, public-use corridors, central waiting rooms, gate holding areas including fixed seating and tables, service animal relief areas, and public restrooms. ▪ Operational Equipment: Baggage carousel equipment, boarding bridges, directional signs, nonexclusive use flight information display systems (FIDS), baggage information display systems (BIDS), and public address systems. ▪ Infrastructure: Mechanical and electrical rooms (prorated), public-use elevators, escalators, moving walkways, utilities (prorated), and accommodations for Americans with Disabilities Act (ADA) compliance.

Item	Description
	<ul style="list-style-type: none"> ▪ Environmental Enhancements: Terminal-based air conditioning, heating, or electric power systems aimed at reducing emissions (see Appendix D, Environmental & Energy). <p>Limited Eligibility or Exceptions:</p> <ul style="list-style-type: none"> ▪ In addition to the eligible areas listed above, the following is eligible at Nonhub, nonprimary commercial service, and general aviation airports: <ul style="list-style-type: none"> ○ Ticket counters at commercial service airports (but not the areas behind the counters). ○ Rental car counters (but not the area behind the counter). ○ Construction of bare space with fit and finishes, as well as appropriate utilities and fixed public-use seating, for the public-use portion of concession areas. ○ Nonrevenue parking lots for the parking of vehicles of passengers and persons meeting or delivering passengers. ○ A pilot briefing area or pilot lounge at general aviation terminals if the area is open to the public. ▪ Security Areas: Passenger screening and Customs and Border Protection (CBP) (formerly Federal Inspection Services or FIS) areas are eligible only for basic construction and utilities. <ul style="list-style-type: none"> ○ Eligibility is limited to the construction of bare space (drywall, standard paint, and standard floor covering) with appropriate utilities. ○ For CBP, these can be separate buildings but are still considered terminal development. The airport sponsor is responsible for providing a letter from CBP to support the size of the area needed based on staffing requirements. The funding source of staffing does not affect eligibility. Administration areas within these spaces are not eligible. ▪ Explosive Detection Systems (EDS): While eligible, AIP funds have been restricted by annual appropriations bills for the replacement of baggage conveyor systems, reconfiguration of terminal baggage areas, or other airport improvements that are necessary to install EDS. However, EDS and associated terminal modifications are still eligible for Passenger Facility Charge (PFC) funding. ▪ Command and Control Centers: Although a sponsor has the option to include a command and control center in the terminal, it is not required to be in a terminal. If included, terminal funding rules would apply. Regardless, it must meet the requirements in Appendix E, Equipment and Facilities. ▪ Multimodal Terminals: Only public-use areas for passenger and baggage movement.

Item	Description
	<ul style="list-style-type: none"> ▪ Incidental Use of Public-Use Space: Public-use space for the incidental use of displays, advertising, or vending is eligible, but modifications for these purposes are not covered.
Movement of Passengers and Baggage Requirements	<p>Terminal space must be directly related to the movement of passengers or baggage as follows:</p> <ul style="list-style-type: none"> ▪ A terminal building's main purpose is to help passengers and baggage move from the curb to an airplane. <p>Excluded Areas:</p> <ul style="list-style-type: none"> ▪ Other features in a terminal might be for public use but are not directly related to this main purpose. <ul style="list-style-type: none"> ○ If the area does not need to be at an airport, but could be located somewhere else, it is not directly related to the movement of passengers and baggage and is not eligible. For example, a satellite office for the county's Department of Motor Vehicles may be public use, but it is not directly related to the movement of passengers and baggage and is not eligible.
Terminal Area Impacted by an AIP Eligible Terminal Project	<p>If the affected area is normally eligible for AIP funding, it can be replaced using AIP funds. However, if the area is not AIP eligible, only its demolition is eligible. This type of facility cannot be replaced with AIP funds (see Chapter 2).</p>

45 TABLE N-2.2. LIST OF PROJECT RESTRICTIONS BY FUND TYPE

Fund Type	Terminal Buildings	Non-Revenue Producing Public-Use Parking Lots	Revenue Producing Aeronautical Support Facilities
Primary and Commercial Service Apportionment	Allowed at primary airports.	Allowed for terminal parking at Nonhub airports.	Not Allowed.
Cargo Apportionment	Allowed at nonprimary commercial service and general aviation airports.	Allowed at nonprimary commercial service and general aviation airports.	Allowed at nonprimary commercial service and general aviation airports.
Nonprimary Commercial Service Apportionment	Allowed at nonprimary commercial service airports.	Allowed at nonprimary commercial service airports as long as parking lot is associated with a terminal building.	Allowed. The sponsor must certify in writing to the ARP Field Office that any needed

Fund Type	Terminal Buildings	Non-Revenue Producing Public-Use Parking Lots	Revenue Producing Aeronautical Support Facilities
			airport development project affecting safety, security or capacity will not be deferred due to the revenue producing project.
General Aviation Airport Apportionment	Allowed at general aviation airports.	Allowed at general aviation airports as long as the parking lot is associated with a terminal building.	Allowed. The sponsor must certify in writing to the ARP Field Office that any needed airport development project affecting safety, security or capacity will not be deferred due to the revenue producing project.
State Apportionment	Not Allowed.	Not Allowed.	Not Allowed.
Alaska Supplemental	Not Allowed.	Not Allowed.	Not Allowed.
Small Airport Fund	Allowed for Small hub, Nonhub, nonprimary commercial service, and general aviation airports. Note: Priority is given to new runways and FAA Contract Towers (FCTs).	Allowed for Small hub, Nonhub, nonprimary commercial service, and general aviation airports. Note: Priority is given to new runways and FCTs.	Not Allowed.
Noise, Energy, and Accessibility Special Noncompetitive Discretionary Apportionment (NEA)	Not Allowed. Exception: allowed for terminal development or equipment associated with noise, resiliency, air quality or other eligible environmental projects, and ADA.	Not Allowed.	Not Allowed.

Fund Type	Terminal Buildings	Non-Revenue Producing Public-Use Parking Lots	Revenue Producing Aeronautical Support Facilities
Military Airport Program Special Noncompetitive Apportionment (MAP)	Allowed.	Allowed.	Allowed.
Noncompetitive Discretionary	Allowed. See Table N-2.4 for airport type funding rules. Exception: not allowed at Large hub, Medium hub, Small hub, and general aviation airports.	Allowed in limited amounts at Nonhub, nonprimary commercial service, and reliever airports. Exception: not allowed at Large hub, Medium hub, Small hub and general aviation airports.	Not Allowed.

46 Note: Apportionment funding is sometimes referred to as entitlement funding.

47 **TABLE N-2.3. NONCOMPETITIVE DISCRETIONARY TERMINAL FUNDING AIRPORT RECLASSIFICATION RULES**

Airport Type	Change to / limitations per 49 U.S.C. § 47108
From Primary to Nonprimary Airport	If a primary airport is reclassified as a nonprimary airport while a development project is ongoing under a multi-year grant, the project remains eligible for noncompetitive discretionary funds under the terms provided by the grant agreement, subject to the availability of funds. Newly planned projects follow noncompetitive discretionary funding rules applicable to the airport’s current classification.
From Commercial Service to Noncommercial Service Airport	If a commercial service airport becomes a noncommercial service airport during an unfinished terminal development project under a phased-funding plan, the project remains eligible for noncompetitive discretionary funding under the terms provided by the grant agreement, subject to the availability of funds. Newly planned projects follow noncompetitive discretionary funding rules applicable to the airport’s current classification.
From Nonhub to Small Hub Airport	If a Nonhub airport is reclassified as a Small hub airport while a noncompetitive discretionary funded terminal development project is ongoing, the project remains eligible for funding from both the noncompetitive discretionary fund and the Small Airport Fund. Allowable project costs remain eligible for three fiscal years after the start of construction or if the FAA determines a further extension of eligibility is justified until the project is complete. Newly planned projects follow noncompetitive discretionary funding rules applicable to the airport’s current classification.

48 **TABLE N-2.4. NONCOMPETITIVE DISCRETIONARY TERMINAL FUNDING RULES BY AIRPORT TYPE**

Airport Type	Permitted Noncompetitive Discretionary
Large and Medium Hubs	Not permitted.
Small Hubs	Noncompetitive discretionary funding, funding from the Small Airport Fund, and funding from non-AIP funding programs administered by ARP (e.g., Congressionally Directed Spending or CDS, Community Project Funding or CPF, and the Airport Safety and Resilient Infrastructure Discretionary Program or ASRID) are not permitted except when an airport changes from a Nonhub to Small hub while a phased terminal development project is underway. When permitted, the cumulative total amount of funding is capped at \$30,000,000 (see Table N-2.3.).
Nonhubs	Noncompetitive discretionary, funding from the Small Airport Fund, and funding from non-AIP funding programs administered by ARP (e.g., CDS, CPF, and ASRID) can be used for terminal development. The cumulative total amount of funding is capped at \$30,000,000 for all terminal development projects.
Nonprimary Commercial Service	Noncompetitive discretionary funding and funding from non-AIP funding programs administered by ARP (e.g., CDS, CPF, and ASRID) can be used for terminal development. No more than \$200,000 may be distributed per fiscal year for terminal development.
General Aviation - Relievers	Noncompetitive discretionary and funding from non-AIP funding programs administered by ARP (e.g., CDS, CPF, and ASRID) can be used for terminal development. No more than \$200,000 may be distributed per fiscal year for terminal development.
General Aviation - Other than Reliever	Not permitted.

49 **N-2.2. JUSTIFICATION REQUIREMENTS**

50 **TABLE N-2.5. GENERAL JUSTIFICATION REQUIREMENTS FOR TERMINAL PROJECTS**

Item	Description
Objective	<ul style="list-style-type: none"> ▪ The project must achieve at least one of the congressionally directed priorities: <ul style="list-style-type: none"> ○ accommodate capacity; ○ achieve compliance with standards; or ○ address safety determinations; and ▪ There is an actual need for the project and a timeframe for the need; and

Item	Description
	<ul style="list-style-type: none"> Only the elements required to obtain the full benefit of the project are included in the scope.
Funding Plan	A comprehensive funding strategy that outlines Federal and additional contributions ensuring the project's financial feasibility.

51 Airport sponsors must coordinate early with the ARP Field Office through the Airports Capital
 52 Improvement Plan (ACIP) to ensure a solid funding plan is ready when evaluating the airport's overall
 53 needs in accordance with [FAA Order 5090.5, Formulation of the National Plan of Integrated Airport](#)
 54 [Systems \(NPIAS\) and the Airports Capital Improvement Plan \(ACIP\)](#) (see [Chapter 2](#)).

55 **N-2.2.1. SCOPE & ALLOWABLE COSTS**

56 AIP cannot be used to pay for items or costs that are not eligible or allowable. In terminals that have
 57 both eligible and ineligible areas, the total cost is divided proportionally to determine allowable costs.

58 Projects must align to the airport's forecasted role within the next five years and service level as defined
 59 in the current NPIAS.

60 Terminal sizing is based on gate capacity and passenger level of service needs at the airport. This is used
 61 to develop the project scope and determine allowable costs. Eligible, ineligible, and high-cost items are
 62 identified based on public use versus non-public use spaces. Costs must be prorated using the ratio of
 63 eligible area square footage to total area. High-cost equipment must be excluded from terminal
 64 proration calculations to avoid distortion, and ineligible items are also subtracted. Examples of eligible
 65 high-cost items are passenger boarding bridges and escalators. A large sculpture is an example of an
 66 ineligible high-cost item. The formula for calculating prorated eligible terminal building costs is in [Table](#)
 67 [N-2.6](#).

68 **TABLE N-2.6. PRORATED AREAS AND HIGH-COST ELIGIBLE / INELIGIBLE ITEMS**

Step	Action
1	Determine the square footage for each of the following categories: A: Eligible Areas B: Ineligible Areas C: Prorated Areas (areas that are needed for utilities such as mechanical, electrical, or water) D: High Cost 100% Eligible Items (e.g., passenger boarding bridges, escalators, elevators) E: High Cost 100% Ineligible Items (e.g., large, commissioned sculptures and ineligible build-out costs such as TSA screening equipment)
2	Determine the eligible proration % as follows: $\text{Eligible Proration \%} = A / (A+B)$
3	Determine the eligible cost as follows:

Step	Action
	Eligible Cost = [(Cost of A+B+C) * (Eligible Proration %)] + (Cost of D)

69 The cost of most new terminal projects exceeds the Federal funds available as the FAA focuses on
 70 funding airfield safety projects. Generally, the Federal Government covers up to 70% of eligible costs for
 71 these terminal projects. Airports can use a calculation tool to self-certify this percentage and submit it to
 72 the ARP Field Office. However, airport sponsors must maintain detailed records for auditing purposes. If
 73 an airport wants Federal funding to cover more than 70% of the costs, it must undergo the traditional
 74 review process and follow specific guidelines outlined in [Table N-2.6.](#), which details eligible and ineligible
 75 items and prorated areas. This self-certification option may not be available for airports that anticipate
 76 using PFC funds for the terminal project, because airports that propose PFC funding in excess of \$10
 77 million for a terminal project are required to provide detailed basis of cost information.

78 N-2.2.2. USEFUL LIFE

79 [Chapter 2](#) discusses minimum useful life requirements applicable to all AIP-funded projects. One
 80 component of the minimum useful life requirement for a facility being reconstructed is that the facility
 81 must no longer be operational or maintainable, while rehabilitation must extend the useful life. [Chapter](#)
 82 [2, Section 2-3.2., Minimum Useful Life](#), provides details on what factors the ARP Field Office must
 83 evaluate if the facility has not achieved its minimum useful life.

84 [Section N-3.](#) discusses specific minimum useful life requirements applicable to terminal projects.

85 **N-3. ELIGIBLE TERMINAL DEVELOPMENT PROJECTS**

86 Projects for terminal development in non-revenue producing areas must be directly related to the
 87 movement of passengers and baggage.

88 For scope of work requirements applicable to all AIP-funded projects, see [Chapter 2](#).

89 Relevant Advisory Circulars (ACs) and Orders include, but are not limited to, the current version of:

- 90 ▪ [FAA Order 5090.5, Formulation of the National Plan of Integrated Airport Systems \(NPIAS\) and](#)
 91 [the Airports Capital Improvement Plan](#);
- 92 ▪ [AC 150/5070-6, Airport Master Plans](#); and
- 93 ▪ [AC 150/5360-13, Airport Terminal Planning](#).

94 See the [AC checklist](#) for a list of the latest version of ACs applicable to AIP-funded projects.

95 **TABLE N-3.1. ELIGIBLE TERMINAL STRUCTURE, RELATED AREAS, AND COMPONENTS**

Project Type and Requirements
Terminal Building Structures (including general aviation terminals) <i>Construct, Expand, & Reconstruct</i> Unit of Work: Square Feet

Project Type and Requirements

Justification:

- Scope must be supported by an FAA-accepted planning study (e.g., master plan or terminal area narrative study), ensuring only essential elements are included. Reconstruction of existing facility or areas must be considered before the ARP Field Office can consider a new terminal development or expansion.
- The ARP Field Office can consider funding a new terminal development if costs are comparable to reconstruction of existing facilities and the new construction will provide better flexibility, ability to expand, or a longer useful life.
- To the extent possible, the development must meet the anticipated terminal needs for the next 5 years after project justification. An option to include an expansion as part of the design to construct a terminal is recommended if additional demand is expected after this period. The number of gates needed for capacity is established by the aircraft operations average peak hour in the busiest month, or about the 90th percentile of peak hourly operations. Passenger processing facilities in the terminal building are sized according to levels of service needed to accommodate the existing or predicted number of passengers using the airport.
- The ARP Field Office must agree with the sponsor's terminal sizing methodology, including proration calculation as outlined in [Section N-2.2.1](#).
- Terminal capacity projects, such as gate expansion, requiring noncompetitive discretionary, may require a benefit cost analysis (BCA) (see [Chapter 2, Section 2-3.5](#)).
- Because of the requirement for public use, by FAA policy, gates cannot be leased for more than 10 years and must not be subject to a majority in interest clause.

Useful Life:

- Reconstruction (replacement of building) after 20 years (40 years for concrete block structures) and the building is no longer functional or maintainable; reconstruction (specific areas of the building or terminal components) (e.g., roof replacement, bathrooms, elevator or escalator replacement, etc.) after 10 years and the area is no longer functional or maintainable.
- For the useful life of other specific eligible stand-alone terminal-related areas or components, see [Table N-3.2](#).

Construct Terminal Building

- Lobbies (public-use and ticketing), baggage claim areas, public-use corridors, public-use restrooms, lactation rooms, and universal changing rooms.
- A passenger holding area with fixed public-use seating at a nonexclusive use gate in the sponsor-owned terminal, passenger waiting rooms, and passenger boarding bridges.
- Passenger security queuing areas and screening areas (limited to bare space).
- Terminal access road and eligible parking.
- Elevators and escalators.

Project Type and Requirements

- Architectural treatment of the inside and outside of buildings to reflect local custom, style, or cultural attitudes is an allowable cost. The work must be architectural in nature (it cannot be for the sole purpose of aesthetic enhancement) and must be in an area accessible by the public.
- A project for walkways that lead directly to or from a terminal. Per FAA policy, walkway projects may include other related elements necessary for the movement of passenger and baggage in these areas. Only the portion of the walkway that is on-airport is eligible.
- See [Chapter 2, Section 2-3.6.6.7.1](#) for terminal utility costs.
- The ARP Field Office must coordinate all multimodal terminal projects with ARP Headquarters prior to programming to ensure relevant procurement regulations and contract provision requirements are used.

Expand Terminal Building

- The requirements for Construct Terminal Building apply.
- Terminal capacity is triggered by the need to add gates to accommodate additional aircraft operations during the average peak hour.
- Terminal expansion to building standards to improve passenger level of service with additional passenger-related areas.

Reconstruct or Replace Terminal Building or Areas

- The requirements for Construct Terminal Building apply.
- Reconstruction of areas of the terminal building will extend the useful life of the terminal building. Reconstruction of the terminal replaces the terminal by constructing a new terminal and restarting the useful life of the terminal building.
- Projects may include:
 - Complete renovation of public-use restrooms;
 - Replacement of a significant percentage of a terminal roof;
 - Complete overhaul of existing gates, holding rooms, and public-use areas; and
 - Replacement of a terminal building.

Excluded Work

- Replacing carpeting (or other flooring, such as tiles or terrazzo), painting, wall coverings, doors or ceiling tiles are not eligible as stand-alone projects but may be included as allowable costs when necessary for reconstruction.
- Replacing public-use seating (including tables and counters) that is bolted or affixed to the terminal wall or floor is not eligible as a stand-alone project but may be included as allowable costs when necessary for reconstruction.
- Replacing small sections of roofing in terminals and airport buildings is not eligible as a stand-alone project but may be included as an allowable cost when necessary for reconstruction.
- Purchasing and installing a free-standing sculpture in the terminal.

Project Type and Requirements
<ul style="list-style-type: none"> Relocating a facility impeding an AIP development project unless it is for a tenant-owned terminal or an airport administration office, in which case demolition is the only allowable cost. <p>Exceptions</p> <ul style="list-style-type: none"> An interim terminal facility is an allowable cost if there is no other reasonable way to accomplish the project. The interim facilities must be limited to construction necessary to keep the movement of passengers and baggage operational. The facilities must only be built for this interim use. Costs to develop the facility into a follow-on use are not allowable.

96 **TABLE N-3.2. ELIGIBLE STAND-ALONE TERMINAL RELATED AREAS AND COMPONENTS**

Project Type	Justification and Useful Life	Additional Requirements and Considerations	Excluded Work
<p>Terminal Access Rail <i>Construct, Expand, & Reconstruct</i></p> <p>Unit of Measure: <i>Quantities may include number of stations, rail cars and length of associated infrastructure</i></p>	<p>Must provide the public with access to the terminal.</p> <p>The rail must not have been newly constructed, expanded, or reconstructed within the last 20 years, and the rail must no longer be functional or maintainable.</p>	<p>Rail service to an airport must meet the same eligibility criteria as airport access roads. The rail line’s eligibility is limited to only the portion serving the public traveling to and from the airport.</p>	<p>Rehabilitation and routine work.</p> <p>Costs to operate or maintain the terminal access rail, including all associated maintenance facilities and equipment.</p> <p>Access to non-terminal areas such as commercial areas, maintenance areas, employee parking lots, or ticketing or fare collection areas.</p>
<p>Terminal Access Roads <i>Construct, Expand, Reconstruct, & Rehabilitate</i></p> <p>Unit of Measure: <i>Linear Feet</i></p>	<p>Must provide the public with access to the terminal.</p> <p>The road must not have been newly constructed, expanded, or reconstructed within the last 20 years, rehabilitated within the last 10 years, or resealed within the last 3 years, and the road must no longer</p>	<p>On airport access roads or right-of-way acquired by the sponsor exclusively servicing airport traffic that leads directly to or from an airport passenger terminal building. Per FAA policy, the boundaries of this road are the main road or driveway in either direction from the terminal.</p> <p>Usually, only one road connects the airport to public-use roads. More</p>	<p>Routine work.</p> <p>On-airport road that does not go directly to or from a passenger terminal building.</p> <p>Guidance signs are only eligible as part of an approved road project, a road redesign, or if the entire signage system needs replacement due to age. Airport</p>

Project Type	Justification and Useful Life	Additional Requirements and Considerations	Excluded Work
	<p>be functional or maintainable.</p>	<p>connections are allowed if traffic is heavy and proven by a traffic study, or if there is no other way to reach aeronautical facilities.</p> <p>The terminal access road cannot be prorated. If mixed-use situations exist (aeronautical and nonaeronautical use), only the portion of the road beyond the nonaeronautical use is allowable.</p> <p>Related facilities such as acceleration and deceleration lanes, exit and entrance ramps, street lighting, guidance and traffic signs, bike lanes, and bus stops may be included when determined necessary as part of the overall development objective.</p> <p>Recirculation roads and cell phone waiting lots can be included in an access road project if extra costs are minimal, as approved by the ARP Field Office. Only costs for safe car waiting areas are eligible, while parking and amenities like phones, seating, and a flight information display board are not.</p> <p>Per FAA policy, walkways include surface sidewalks, moving sidewalks, tunnels, stairs, and overhead paths. Covers over sidewalks can be included if they protect people from the weather in areas like passenger</p>	<p>entrance signs are not eligible.</p>

Project Type	Justification and Useful Life	Additional Requirements and Considerations	Excluded Work
		<p>boarding zones. Only the portions of the walkway on airport property are eligible.</p> <p>The airport road can only extend to the nearest public highway handling the airport's traffic.</p>	
<p>Terminal Accessibility Measures</p> <p><i>Construct, Rehabilitate, & Reconstruct</i></p> <p>Unit of Measure: <i>Must identify measure(s)</i></p>	<p>Acquire and install ADA-compliant accessibility-related measures in the eligible public-use areas of a terminal building.</p> <p>Reconstruction after 10 years and the accessibility measure is no longer functional or maintainable.</p> <p>Rehabilitation after 5 years to extend the useful life.</p>	<p>The project may include accessibility-related equipment, such as adding escalators or elevators that do not currently exist, a new wayfinding system, or accessibility features such as ramps, ADA compliance doors, etc.</p> <p>For projects involving multiple eligible terminal areas, see N-3</p> <p>Eligible for NEA noncompetitive discretionary funding.</p>	<p>Reconstruction, rehabilitation, and routine work.</p>
<p>Terminal Components</p> <p><i>Reconstruct</i></p> <p>Unit of Measure: <i>Must identify component(s)</i></p>	<p>Reconstruct or replace eligible terminal components that cannot be measured by square footage or if the area itself may not have met the end of useful life, but reconstruction enhances the movement of passengers and baggage within the terminal.</p> <p>Reconstruction after 10 years, and the component is no longer functional or maintainable.</p>	<p>The project may include a new baggage system, windows, and passenger conveyances (e.g., elevator, escalator, reconfiguration of walls and moving walkways), reconfiguring existing space to enhance utilization of the terminal, and reconfiguring public-use space for security screening areas.</p> <p>Can be included with a larger terminal development project based on square foot measurements.</p> <p>Eligible for MAP noncompetitive discretionary funding.</p>	<p>Rehabilitation and routine work.</p> <p>Roofing, restrooms, flooring, or any other component that can be measured in square feet.</p>

Project Type	Justification and Useful Life	Additional Requirements and Considerations	Excluded Work
<p>Terminal Family Care Areas</p> <p><i>Effort: Construct</i></p> <p><i>Unit of Work: Quantity</i></p>	<p>Lactation areas and baby changing tables are required at Large, Medium and applicable Small hub airports, which are defined as airports designated as Small hub airports during any consecutive three-year period beginning after 2020. Facilities in existence on or before October 5, 2018, may be approved as compliant with this requirement by the ARP Field Office.</p> <p>Universal changing stations are required at Large and Medium hub airports beginning in fiscal year 2030. Facilities in existence on or before May 16, 2024, may be approved as compliant with this requirement by the ARP Field Office.</p> <p>Through grant agreement special conditions, applicable airports must certify compliance as a condition for receiving AIP funding.</p> <p>This project type only allows for initial construction in an existing terminal and has a life expectancy of 20 years. See Table</p>	<p>Lactation Areas: At least one must be located in the sterile area of each passenger terminal and must include:</p> <ul style="list-style-type: none"> ▪ Privacy from public view; ▪ A lockable door; ▪ Seating, a flat surface, a sink or sanitizing equipment, and an electrical outlet; ▪ Accessibility for individuals with disabilities, including wheelchair users; and ▪ Must not be located in a restroom. <p>Exception: When construction or maintenance activities make it impracticable or unsafe for the lactation area to be located in the sterile area of the building, as confirmed by the ARP Field Office.</p> <p>Baby Changing Tables: Must be located in at least one men’s and at least one women’s restroom in each passenger terminal.</p> <p>Universal Changing Stations: Must install at least one private, single-use room with a universal changing station that is accessible to all individuals in each passenger terminal, as well as signage at or near the entrance to the changing station indicating its location.</p>	<p>Reconstruction, rehabilitation, and routine work.</p> <p>Facilities not located in the sterile area are not eligible.</p> <p>Facilities that do not meet the specified requirements, unless granted an exemption.</p>

Project Type	Justification and Useful Life	Additional Requirements and Considerations	Excluded Work
	<p>N-3.1 for information on reconstruction projects, which would be included as part of a terminal building structure project.</p>	<p>Universal changing stations must meet forthcoming standards established by the United States Access Board.</p> <p>Exception: When construction or maintenance activities make it impracticable or unsafe for the universal changing station to be located in the sterile area of the building, as confirmed by the ARP Field Office.</p>	
<p>Terminal Parking Lots <i>Construct, Expand, Reconstruct, & Rehabilitate</i> Unit of Measure: <i>Square Feet</i></p>	<p>The airport is a nonprimary commercial service, Nonhub, reliever, general aviation airport, or the airport has been accepted into the MAP program.</p> <p>The parking lot is public-use and non-revenue producing, or the parking lot is public-use (revenue or non-revenue producing) and the project has been approved for an airport accepted into the MAP program.</p> <p>The project justification must only be based on civil operations.</p> <p>The parking lot must not have been newly constructed, newly expanded, or reconstructed within</p>	<p>Eligible for MAP noncompetitive discretionary funding.</p>	<p>Routine work.</p> <p>Parking lots at primary hub airports.</p> <p>Non-passenger parking lots, such as employee and restaurant lots, unless allowed for limited passenger vehicle parking.</p> <p>Parking garages are ineligible at all airports per 49 U.S.C. § 47119.</p>

Project Type	Justification and Useful Life	Additional Requirements and Considerations	Excluded Work
	<p>the last 20 years, rehabilitated within the last 10 years, or resealed within the last 3 years, and the parking lot must no longer be functional or maintainable.</p>		
<p>Passenger Boarding Bridges (PBB) <i>Install & Reconstruct</i> Unit of Measure: <i>Quantity</i></p>	<p>The PBB(s) must not have been newly installed or reconstructed within the last 20 years and must no longer be functional or maintainable.</p>	<p>The project may include new installation or reconstruction.</p> <p>All PBBs and associated equipment must comply with Buy American requirements and procurement from certain foreign sources, including the People’s Republic of China is prohibited.</p>	<p>Rehabilitation and routine work.</p>
<p>Passenger Lift Devices <i>Acquire</i> Unit of Measure: <i>Quantity</i></p>	<p>The equipment must be required for ADA compliance.</p>	<p>The equipment must be used to board passengers on an aircraft. It may be mobile but cannot be used to transport passengers between gates in airport terminals.</p> <p>Eligible for NEA noncompetitive discretionary funding.</p>	<p>Reconstruction, rehabilitation, and routine work.</p> <p>Acquired for a tenant or for specific gates only occupied by one tenant.</p>
<p>People Movers <i>Construct, Expand, & Reconstruct</i> Unit of Measure: <i>Quantity</i></p>	<p>Must provide the general public with access to the terminal.</p> <p>The people mover must not have been newly constructed, expanded, or reconstructed within the last 20 years, and the people mover must no longer be</p>	<p>Stations or stops must be on airport property and only for passenger access to the airport.</p> <p>Project may include light rail, monorail, and automated people mover systems used to transport passengers (e.g., cable-drawn train systems) and baggage between terminals.</p>	<p>Rehabilitation and routine work.</p> <p>Costs to operate or maintain terminal people movers, including all associated maintenance facilities and equipment.</p>

Project Type	Justification and Useful Life	Additional Requirements and Considerations	Excluded Work
	functional or maintainable.	<p>Vehicles for moving passengers between terminal facilities and between terminal facilities and aircraft.</p> <p>If the people mover system or station is constructed where eligible and ineligible items are identified per Section N-2.1., the cost for the system and station must be prorated.</p>	
<p>Security Cameras (exceeding Part 1542) <i>Acquire, Install, & Reconstruct</i> Unit of Measure: <i>Quantity</i></p>	<p>Applicable to airports under 49 CFR Part 1542.</p> <p>For security cameras exceeding the requirements of Part 1542, the sponsor must provide a TSA letter to the ARP Field Office indicating that TSA will not fund the extra cameras.</p> <p>Replacement after 10 years and if equipment is no longer functional or maintainable.</p>	<p>Surveillance cameras, motion detectors, associated systems to operate the perimeter / airfield operations area (AOA) access control equipment (e.g., initial purchase of hardware and software), and work to enable functionality (e.g., utilities, communication, and control).</p>	<p>Rehabilitation and routine work.</p> <p>Subscription services, maintenance contracts, spare parts, personnel, handheld cameras.</p> <p>Security and access control equipment such as closed-circuit cameras for protection of unsecured landside areas prior to security screening checkpoint.</p> <p>Video cameras that are not in the secured terminal area or AOA.</p>
<p>Utilities (MAP only) <i>Construct, Improve, & Repair</i> Unit of Measure: <i>Type</i></p>	<p>Utility upgrades necessary to meet code requirements, to support the civilian function of a MAP-designated airport, or to allow utilities serving the civilian portion of the base to</p>	<p>Project may include gas, water, sewer, and primary electric service.</p> <p>Total MAP funding may not exceed \$7 million per year, per airport for construction, improvement, or repair of airport surface parking lots, fuel farms, utilities, hangars,</p>	<p>Utilities supporting the military portion of the MAP-designated airport.</p>

Project Type	Justification and Useful Life	Additional Requirements and Considerations	Excluded Work
	<p>be separated from the military portion.</p> <p>May repair after 20 years to extend the utilities' useful life.</p>	<p>and air cargo terminal building facilities.</p> <p>See Chapter 2, Section 2-3.6.6.7.1, Utility Costs, for more information.</p>	

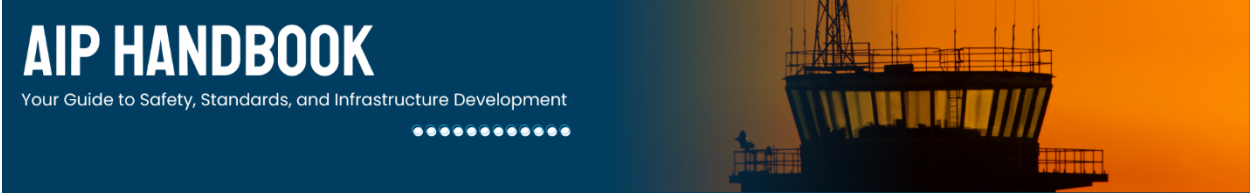
97 **N-4. RELATED PROJECTS**

98 The projects in this section are not eligible for terminal development; however, references to related
 99 projects that may be eligible are provided as applicable.

100 **TABLE N-4.1. RELATED PROJECTS**

Project Type	When Scope of Work Includes	See Appendix
Access Roads (non-terminal access)	Non-public use service roads for airport operations vehicles to access the airfield	C, Airfield Infrastructure
	Public-use roads to other eligible buildings	L, Revenue Producing
	Security perimeter service roads	M, Security
Accessibility Measures	Measures and equipment in excess of ADA requirements	J, Pilot Programs
Badging Equipment	Badging equipment and systems for access control	M, Security
Facilities	Command and control center	E, Equipment & Facilities
Revenue Producing (other buildings)	Only for primary nonhub and nonprimary airports	L, Revenue Producing
Security	Cameras required per 49 CFR Part 1542	M, Security
	EDS / baggage screening equipment / systems	<p>AIP funding is prohibited by appropriations law. Limited eligibility for certain baggage screening equipment remains available under the PFC Program.</p> <p>See the AIP Handbook Website.</p>

DRAFT



1

2

3

APPENDIX O – TOWERS

TABLE OF CONTENTS

5 Appendix O – Towers O-1

6 O-1. Overview O-2

7 O-2. General Eligibility and Justification O-2

8 O-2.1. Eligibility Criteria O-2

9 O-2.2. Justification Requirements O-3

10 O-2.2.1. Useful Life..... O-3

11 O-3. Eligible Tower Projects O-3

12 O-4. Related Projects..... O-5

13

LIST OF TABLES

15 Table O-2.1. General Eligibility Requirements For Tower Projects..... O-2

16 Table O-2.2. General Justification Requirements For Tower Projects O-3

17 Table O-3.1. Eligible Tower Projects O-4

18 Table O-4.1. Related Projects O-5

19 **O-1. OVERVIEW**

20 The FAA Contract Tower (FCT) Program was established in 1982 to allow the FAA to contract out the
 21 operation of certain air traffic control towers. In 1998, Congress provided funding to permit cost-sharing
 22 for towers that did not qualify under the FCT Program because costs exceeded benefits. The
 23 Appropriations Act of 2003 included language making construction of an air traffic control tower, and its
 24 related equipment, AIP-eligible.

25 The [FAA Reauthorization Act of 2018 \(P.L. 115-254\)](#) established eligibility for certified remote tower
 26 equipment that is operated as an FCT. A remote tower (RT) system, also known as a virtual tower,
 27 includes airport RT equipment on the airfield and at an RT center (RTC) located within a specified
 28 distance from the airfield equipment based upon specific installation instructions as provided by the
 29 FAA’s Air Traffic Organization (ATO) or the manufacturer. The RT monitors and controls aircraft operating
 30 on the airport surface and in proximate airspace. The controllers are located at an RTC, which may be on
 31 airport property or at a remote location.

32 The FCT Program is administered by the ATO. FCTs are staffed by private companies that are paid via an
 33 FAA contract, rather than staffed by FAA employees.

34 Tower projects are subject to statutory AIP funding limitations. For additional information on AIP
 35 funding limitations, visit the AIP Funding Categories webpage for details.

36 **O-2. GENERAL ELIGIBILITY AND JUSTIFICATION**

37 See: 49 U.S.C. §§ [47102\(3\)\(F\)](#), [47102\(3\)\(J\)](#), [47116\(d\)\(2\)](#), and [47124\(b\)](#)

38 See also: [FAA Reauthorization Act of 2018 \(P.L. 115-254\)](#), Sections 133 and 161

39 For eligibility and justification requirements applicable to all projects funded with AIP, see [Chapter 2,](#)
 40 [Eligibility & Justification](#).

41 **O-2.1. ELIGIBILITY CRITERIA**

42 **TABLE O-2.1. GENERAL ELIGIBILITY REQUIREMENTS FOR TOWER PROJECTS**

Item	Description
Ownership & Operation	Equipment and facility must be owned by the airport sponsor. The equipment may be operated by a private company staffing the tower.
Airport	The airport has been selected for, or is participating in, the ATO’s FCT Program. ATO provides formal documentation stating that the airport was accepted as a candidate for the FCT Program and that the sponsor must provide a control tower meeting FCT program requirements. The sponsor must provide ATO’s documentation to the ARP Field Office if the sponsor requests AIP funding for the tower.
Equipment	All equipment must be approved by the ATO for use in the National Airspace System (NAS) or have FAA system design approval (SDA).

Item	Description
	Equipment for non-remote towers must be included on the ARP FCT minimum equipment list (MEL) or approved by ARP Headquarters.
Location	Permanent structured control towers and airport remote tower components must be depicted on the latest FAA-approved ALP. The remote tower system must be located on sponsor-owned or leased property to be AIP eligible.

43 O-2.2. JUSTIFICATION REQUIREMENTS

44 TABLE O-2.2. GENERAL JUSTIFICATION REQUIREMENTS FOR TOWER PROJECTS

Item	Description
Objectives	<ul style="list-style-type: none"> ▪ The project must achieve at least one of the congressionally directed priorities: <ul style="list-style-type: none"> ○ accommodate capacity; ○ achieve compliance with standards; or ○ address safety determinations; and ▪ There is an actual need for the project and a timeframe for the need; ▪ Only the elements required to obtain the full benefit of the project are included in the scope; and ▪ The project must be necessary to support an airport’s participation in the FAA’s FCT Program.

45 O-2.2.1. USEFUL LIFE

46 [Chapter 2](#) discusses minimum useful life requirements applicable to all AIP-funded projects. One
 47 component of the minimum useful life requirement for a facility being reconstructed is that the facility
 48 must no longer be operational or maintainable, while rehabilitation must extend the useful life. [Chapter](#)
 49 [2, Section 2-3.2, Minimum Useful Life](#), provides details on what factors the ARP Field Office must
 50 evaluate if the facility has not achieved its minimum useful life.

51 [Table O-3.1.](#) includes specific minimum useful life requirements applicable to tower projects.

52 O-3. ELIGIBLE TOWER PROJECTS

53 For scope of work requirements applicable to all AIP-funded projects, see [Chapter 2](#).

54 Relevant Orders include, but are not limited to, the current version of:

- 55 ▪ [FAA Order 6480.4, Siting of Airport Traffic Control Towers \(ATCT\)](#), and
- 56 ▪ [FAA Order JO 7210.78, FAA Contract Tower \(FCT\) New Start and Replacement Tower Process](#).

57 See the [AC checklist](#) for a list of the latest version of ACs applicable to AIP-funded projects.

58 **TABLE O-3.1. ELIGIBLE TOWER PROJECTS**

Project Type	Justification and Useful Life	Additional Requirements and Considerations	Excluded Work
<p>Tower and Equipment <i>Construct, Improve, & Reconstruct</i> Unit of Measure: <i>Item Type</i></p>	<p>Needed to fulfill the sponsor’s obligation to deliver a suitable tower for participation in the FCT Program.</p> <p>Tower reconstruction is eligible after 40 years and the tower is no longer functional or maintainable.</p> <p>Equipment acquisition and installation may only be funded at the time of the initial tower construction.</p>	<p>A tower building, including utility lines to support water, electrical, and telecommunications, and a backup generator. Includes eligible interior areas, an elevator, restroom facilities, and furniture required for controller operations stations. Includes equipment from the ARP FCT MEL.</p> <p>The service road from the building to the airfield, the access road to the facility, and parking may also be included.</p> <p>Improvements may include replacing exterior building items such as roof, siding, windows, panes, and doors once they have reached the end of their useful lives and may also include expanding the tower for additional positions as required by the ATO, adding energy efficiency systems, accommodating Americans with Disabilities Act (ADA) requirements, and compliance with the Clean Air Act and the Federal Water Pollution Control Act.</p> <p>Reconstruction includes the relocation of existing equipment. Demolition is eligible when the existing tower will impede the new AIP-funded tower.</p>	<p>Routine work and rehabilitation.</p> <p>Facilities and equipment that exceed or do not meet ATO’s staffing and equipage requirements.</p> <p>Fixtures and furniture not required for controller operations stations, such as break-room tables, chairs, appliances, and sinks.</p>

59 Note: Remote towers will also be included in this appendix once additional implementation guidance for
 60 remote towers has been finalized.

61 **O-4. RELATED PROJECTS**

62 The projects in this section are not eligible for tower purposes; however, references to related projects
 63 that may be eligible are provided as applicable.

64 **TABLE O-4.1. RELATED PROJECTS**

Project Type	When Scope of Work Includes	See Appendix
Access Control Systems	Access control systems and panels for entry points (doors, gates) to secured areas	M, Security
Accessibility Measures	ADA-compliant accessibility measures	D, Environmental & Energy
Equipment	Airfield	C, Airfield Infrastructure
Tower Site Selection Study	Site selection for a tower included in a master plan and ALP in a stand-alone study	K, Planning

65

