
NYADO Capital Improvement Program (CIP) Planning Dates

Dates	Actions
September 30, 2020	<p>Sponsors submits complete environmental documentation (CATEX) for projects requesting AIP funds in FY21.</p> <p>Sponsor submits eligibility/justifications for FY21 projects that require a Modification of Standards, BCA's, equipment inventory (ARFF, SRE, aircraft deicing, etc.), proration (buildings, utilities, etc.), or planning studies. See AIP Handbook for further guidance and/or confirm with your assigned PM as needed.</p> <p>Annual PFC Audit - Submit your FY19 audit report (this can also be included in your Single Audit report, provide the ADO a copy).</p>
September - December 2020	<p>The ADO and sponsor hold FY21-25 CIP meetings. NOTE: FY21 adjustments will typically be limited to deletions or cost adjustments and not the addition of new projects.</p>
November 1, 2020	<p>Financial and Legal requirements are due to the NYADO as follows:</p> <ul style="list-style-type: none">○ Legal and Financial Requirements:<ol style="list-style-type: none">1. Sponsor Attorney Legal Certification2. CPA certification – as per FAA Order 5100.38D, Airport Improvement Program Handbook, Table 2-9(e)3. Title Search<ol style="list-style-type: none">a. No more than 2 years oldb. For all parcels on airport propertyc. Showing all encumbrances on airport property4. Most current Exhibit A.○ Land donation requirements:<ol style="list-style-type: none">1. Title Search<ol style="list-style-type: none">a. Copy of the recorded deed2. FMV Appraisals (needs to updated yearly)3. ALP including exhibit A defining all property to be dedicated
December 1, 2020	<p>Determination of eligibility/justification made by ADO based on documentation submitted by September 30, 2020 (including 1542 certifications and negotiated land agreements). A formal letter or email will be provided by the respective team member approving the request.</p> <p>For FY21, submit Construction Plans and Specification and Construction Safety and Phasing Plans (CSPP) (for single review projects) at 90% completion for formal review. For CSPP complex projects that require multiple reviews, discussions with the ADO will be required (see ARP SOP 1.00 for further guidance).</p>

December 15, 2020	<p>Pen & Ink Changes (including any associated NRA cases) must have received <u>approval</u> for FY21 projects. NOTE: Airspace case reviews can take a minimum of 45 days.</p> <p>Sponsor submits FY22-26 CIP update request to ADO, including:</p> <ul style="list-style-type: none"> • A CIP data sheet for FY22-24 projects only. • Include a sketch of all the projects referencing the ALP. • Updates to the ALP (if necessary).
December 15, 2020	<p>Submit a scope or engineering agreement for ADO review for Planning, Environmental, and Design projects for final application submittal by January 31, as noted below.</p>
December 31, 2020	<p><u>Consultation Selection</u> – Please submit the current consultant agreement for engineering, planning, and environmental services.</p> <p>Sponsor submits year-end financial reports (due 90 days after the end of each of the FAA’s fiscal year) to summarize grant expenditures and the status of project funds per the <i>AIP Grant Payment and Sponsor Financial Reporting Policy</i>, Section 9 (see link).</p> <ul style="list-style-type: none"> • SF-425 – Federal Financial Report • SF-271 – Outlay Report and Request for Reimbursement for Construction Program • SF-270 – Request for Advance or Reimbursement (non-construction projects) <p>https://www.faa.gov/airports/aip/grant_payments/media/aip-grant-payment-policy.pdf</p>
January 31, 2021	<p>Sponsor submits FY21 grant pre-application(s) based on estimates.</p> <p>Planning, Environmental, Design Projects – Submit a final grant application.</p> <p>ADO eligibility determination letter/email will need to be included as part of the pre-application/application package.</p>
February 1-May 1, 2021	<p>Submission of Bid Tabulations to ADO requesting ADO Concurrence to Award. NOTE: It is recommended the contractor be able to hold the bid through September 2021.</p>
April 15, 2021	<p>Sponsor confirms intent to use available entitlements to the ADO. (Final Date provided by Federal Register Notice)</p>
April 30, 2021	<p>A FONSI/FONSI-ROD approval required for projects competing for AIP funds in FY22.</p>
June 1, 2021	<p>For FY22, submit the CSPP for complex projects at 90% completion for formal review to the assigned ADO Engineer. (See ARP SOP 1.00 for further guidance)</p>

May 15, 2021	NYADO FY21 Final Grant Applications due to the respective ADO team member. (Final Date provided by Federal Register Notice)
July 31, 2021	Last day to request grant closeouts with remaining funds. Sponsors submits complete environmental documentation (CATEX) for projects competing for entitlement/SA funds in FY22 for ADO review and approval.
August 15, 2021	Last day to request grant closeouts with no remaining funds.
September 30, 2021	Sponsors submits complete environmental documentation (CATEX) for projects requesting AIP funds in FY22. Sponsor submits eligibility/justifications for FY21 projects that require a Modification of Standards, BCA's, equipment inventory (ARFF, SRE, aircraft deicing, etc.), proration (buildings, utilities, etc.), or planning studies. See AIP Handbook for further guidance and/or confirm with your assigned PM as needed. Annual PFC Audit - Submit your FY20 audit report (this can also be included in your Single Audit report, and a copy provided to the ADO).