



CY 2018 All-Cargo Data Reporting Requirements for FY 2020 AIP Entitlement Funding

Deadline:

- Calendar Year 2018 cargo data is due to the FAA by **March 15, 2019**

How to Submit:

- Data should be submitted on FAA Form 5100-108 to the FAA via email: 9-FAA-ARP-AC AIS@faa.gov.

The email subject line should include: **CY18 Cargo – Airport Name and/or LOCID**

Submissions that cannot be submitted electronically can be mailed to:

Booz Allen Hamilton, Inc.
c/o Jeff Fossum
Attn: SOAR (FAA)
575 Herndon Parkway
Herndon, VA 20170

Please note: Submissions **not** adhering to these requirements will be returned for correction.

- CY 2018 cargo data **must** be accompanied by a Certification Statement and Signature from the authorized airport representative certifying, under penalty of perjury, that: “The all-cargo data being reported to the FAA is true, correct and complete to the best of my knowledge, information and belief.” This represents that **the submitted** files, records, documents, and data have not been manipulated or falsified in an effort to receive a more favorable allocation of AIP funds. A false, fictitious, or fraudulent certification may be subject to criminal and/or civil prosecution, as well as appropriate administrative action.
- CY 2018 cargo data must be prepared using the Aircraft Landed Weight list and the Cargo Carrier list. This information is available online at:
http://www.faa.gov/airports/planning_capacity/passenger_allcargo_stats/reporting/
 - *Aircraft Landed Weight by Manufacturer and Model* (Enclosure 2) has been developed for reporting all-cargo data to the FAA. The list contains a unique ID for each aircraft model and its associated maximum landed weight and must be used to determine the correct aircraft. If one aircraft model is shown with several weights (i.e., A300B4), select the ID that is closest to the reported landed weight. However, if an aircraft has several landing weights and the difference is greater than 10% or an aircraft is missing from the list altogether, please contact Luis Loarte at Luis.Loarte@faa.gov or 202-267-9622 prior to submission.
 - *Cargo Carriers* (Enclosure 3) has been developed for reporting all-cargo data only and it is mandatory that this list be used. The list contains a unique carrier code for air carriers that operate

aircraft dedicated to the transportation of cargo only. If an air carrier **does not** appear on the list please contact Luis Loarte, at Luis.Loarte@faa.gov or 202-267-9622 prior to submission.

- Acceptable options for reporting CY 2018 all-cargo data are Table or Column (preferred). Templates are available online at: http://www.faa.gov/airports/planning_capacity/passenger_allcargo_stats/reporting/

Common Reporting Problems to Avoid:

- Missing, duplicating across multiple rows, or entering incorrect Air Carrier or Aircraft Identification information.
- Submitting data for carriers not on the list of cargo carriers (Enclosure 3).
- Using a format that does not follow either format template/example. (Enclosure 4).
- Submitting landed weights different than that shown on the standard list for the aircraft (Enclosure 2). If the landing weight is greater than 10%, discuss difference with FAA prior to submission.
- For submissions using the Column Template format, including 0s for Carriers or Aircrafts in Months with no data. If there are no landings for a given month, omit the full line from the report.
- Including aircrafts with no landings for a given year.

Submission Formats:

TABLE: Data organized by airport, by Air Carrier and then Aircraft. It may be submitted as an excel file or a pdf with the certification statement and signature on the last page.

All-Cargo Data Report (CY 2018)																	
Airport Name																	
ABX Air (MIW)																	
Aircraft Make	Model	Aircraft ID	Landed Weight	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sep	Oct	Nov	Dec	Total # Landings	Total Landed Weight (lbs)
McDonnell Douglas	DC-8-61	351	240,000	25	20	23	19	8	6		4		12	9	2	128	30,720,000
McDonnell Douglas	DC-9-32	277	101,000	15	14	16	13	15	15	12	10	18	15	14	14	171	17,271,000
Airbus	A300B4	368	299,820	2	3	5	4	2	2	1	2	3	3	2	4	33	9,894,060
Carrier Total				42	37	44	36	25	23	13	16	21	30	25	20	332	57,885,060
Air Cargo Masters (A7MA)																	
Aircraft Make	Model	Aircraft ID	Landed Weight	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sep	Oct	Nov	Dec	Total # Landings	Total Landed Weight (lbs)
Beechcraft	1900	34	16,100	5	2		3		1							11	177,100
Fairchild/Swearingen	III	186	10,500	6												6	63,000
Carrier Total				11	2	0	3	0	1	0	0	0	0	0	0	17	240,100
<p>The certification represents that my files, records, documents, and data have not been manipulated or falsified in an effort to receive a more favorable allocation of AIP funds.</p> <p>Authorizing Airport Representative's Name: _____</p> <p>Authorizing Airport Representative's Signature: _____ Date: _____</p>																	
FA/																	

COLUMN (preferred): Data organized by Airport, Air Carrier, Aircraft, and then month. A column formatted report may be submitted as an Excel file only. *A separate .pdf file containing the certification statement and signature must be submitted along with the Excel file.* All of the information listed below must be included for each row. Do **not** combine categories of data (e.g., do not put the month and number of landings in the same column).

LOCID	CARCD	CARRIER NAME	AC- MODEL	AC_ID	AC-LANDED-WEIGHT	YEAR	MONTH	# REVENUE LANDINGS
XYZ	MIW	ABX AIR	DC-8-61	351	240000	2017	1	27
XYZ	MIW	ABX AIR	DC-8-61	351	240000	2017	2	26
XYZ	AMF	AMERIFLIGHT	LR-35A	198	15300	2017	1	68
XYZ	AMF	AMERIFLIGHT	LR-35A	198	15300	2017	2	66
XYZ	AMF	AMERIFLIGHT	LR-35A	198	15300	2017	3	73
XYZ	DHL	DHL AIRWAYS	B-727-200A	79	154500	2017	2	2
XYZ	DHL	DHL AIRWAYS	B-727-200A	79	154500	2017	3	7

Definitions:

- Aircraft ID – Unique ID associated with the aircraft make/model
- Aircraft Landed Weight –The weight of an aircraft providing scheduled and nonscheduled service of only property (including mail) in intrastate, interstate, and foreign air transportation. For cargo service apportionment purposes, the aircraft landed weight is the certificated maximum gross landed weight of the aircraft type as specified by the aircraft manufacturer. (see Enclosure 2)
- Airport Location Identifier – LOCID
- All-Cargo Aircraft – Any aircraft specially designed, manufactured, and/or modified to be used solely for transportation of property (i.e., cargo, mail, and/or freight). Aircraft operations of revenue passengers and cargo are *excluded* from the all-cargo category. Aircraft with permanently installed passenger facilities (such as seats, overhead bins, interior decor, etc.) for scheduled and nonscheduled passenger flights are also *excluded* from the cargo category.
- All-Cargo Air Carrier – An air carrier that operates aircraft dedicated to the transportation of cargo only. (see Enclosure 3).
- Cargo Service Airport – An airport that is served by all-cargo aircraft in scheduled and nonscheduled service providing air transportation of only property, including mail, with an aggregate landed weight in excess of 100 million pounds.
- FAA Form 5100-108 (All-Cargo Carrier Activity Report) – FAA form used to collect the number of landings by all-cargo aircraft (used to identify allocation of federal Airport Improvement Program cargo entitlement funds). To receive cargo entitlement funds, this data must be submitted on FAA Form 5100-108. It is preferred that the Form 5100-108 be submitted electronically however, a paper version can be mailed to the address above. If the FAA Form 5100-108 is electronically submitted, a paper copy of the form is not required.
- Month – Month of the All-Cargo landing
- Number of Revenue Landings – The number of landings performed by the cargo carrier in revenue producing or commercial operations only. It excludes landings on all non-revenue, training or practice flights.
- Year – Calendar year of the All-Cargo landing