



CY 2020 All-Cargo Data Reporting Requirements for FY 2022 AIP Entitlement Funding

Deadline:

- Calendar Year 2020 cargo data is due to the FAA by **March 19, 2021**.

How to Submit:

- CY20 data should be emailed to: 9-FAA-ARP-ACAIS@FAA.GOV
- The email subject line should include: *CY20 Cargo – Airport Name and/or LOCID*
- A .pdf file with CY20 data will **not** be accepted. The CY20 data submission must use either the Column or Table Template format (excel) shown in Enclosure 4.
- Certification Statement and Signature must accompany the CY20 data as a separate .pdf file. The authorized airport representative is certifying, under penalty of perjury, that the all-cargo data being reported is true, correct and complete. A false, fictitious, or fraudulent certification may be subject to criminal and/or civil prosecution, as well as appropriate administrative action.

Statement: The all-cargo data I am reporting to the FAA is true, correct and complete to the best of my knowledge, information and belief. This certification represents that my files, records, documents, and have not been manipulated or falsified to receive a more favorable allocation of AIP funds.

Airport Representative's Name: _____

Airport Representative's Signature: _____ Date: _____

- CY 2020 cargo data must be prepared using the Aircraft Landed Weight list, the Cargo Carrier list, and the FAA Form 5100-108 Template.
 - 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 Sharon Glasgow at Sharon.Glasgow@faa.gov or 202-267-8739 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 Sharon Glasgow at Sharon.Glasgow@faa.gov or 202-267-8739 prior to submission.
 - The FAA Form 5100-108 Template must be used for reporting all-cargo data to FAA (Enclosure 4).
 - CY2020 All-Cargo data reporting information (Enclosures 1- 4) is 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 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.
- 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 aircraft with no landings for a given year.

Submission Formats:

COLUMN (preferred): Data organized by Airport, Air Carrier, Aircraft, and then month. This column formatted report may be submitted as an Excel file only. 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

TABLE (acceptable): Data organized by Airport, Air Carrier and then Aircraft. The table format may be submitted as an Excel file only.

Airport Name (XYZ)

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

A separate .pdf file containing the certification statement and signature **must** accompany the Column or Table excel file.

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 determine the allocation of federal Airport Improvement Program cargo entitlement funds). All-cargo data identified on FAA Form 5100-108 must be submitted by each airport electronically to the FAA each year.
- 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