



FAA
Southwest Region Office of Airports



Advancing the safest, most efficient airport system in the world!

Fiscal Year 2021 Regional Work Plan

We have a vision of creating an environment where great ideas can happen.

Where energy excites and charisma inspires all to work together to embrace change while pressing forward to enhance our programs and procedures. To create the direction of "how" we meet our daily FAA mission.

SAFETY: *Oversee & operate the safest aerospace system in the world, all with a culture of continued improvement*

- **Part 139 Inspections:** Conduct 59 Fiscal Year (FY) 2021 periodic airport safety inspections per our Regional schedule.
- **Runway Safety Action Teams (RSATs):** Participate in all RSAT meetings (620 Part 139 and ADO GA) that occur during FY21. If appropriate, work with ADO staff to incorporate safety projects in the FAA's Airport Capital Improvement Plan (ACIP) for Airport Improvement Program (AIP) funding consideration.
- **Safety Management Systems (SMS):** Actively support SMS panels as required by FAA Order 5200.11.
- **Runway Safety Area (RSA) Improvements:** Improve RSAs at all NPIAS airports in ASW to include:
 - Update outstanding Part 139 RSA determinations, as identified by ASW-620, to ensure RSA documentation is current.
 - Improve RSA's at General Aviation (GA) airports in accordance with FAA Order 5200.8. Identify and include applicable locations in the ACIP.
 - Work with the State of Texas to complete a RSA inventory of all GA airports that fall under the State Block Grant Program.

- **Runway Incursion Mitigation:** Ensure RIM locations identified in our 2021 ARP Business Plan are completed (CXO-02, ADS-HS1, ADS-HS4, and ADS-HS8). Ensure projects at previously identified locations are monitored and completed on schedule (DAL-HS2 / -14, DAL-15, [M]-DAL-HS1, DWH-HS1, DWH-HS4, GLS-04, HOU-01, HOU-HS2, HOU-15, MFE-HS1, NEW-HS3, SAT-05, SAT-HS1, M-TYR-15).
 - **Hotspot Incursion Program (HIP):** Support HQ in the implementation of the HIP, the ADOs will work with 610 and 620 to develop a coordinated effort to create a priority system that will identify high value locations, and include those locations in our ACIP as appropriate.
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OPERATIONAL EXCELLENCE: *Operate the world's most efficient aerospace through daily execution, continuous improvement, and infrastructure investment*

- **Land Use Inspections:** Conduct at least two land use inspections at airports in the region (Locations: MLU and MAF). Work to close out outstanding findings at previously completed land use inspections.
- **CARES Act:** Assist HQ with the review and approval of pay request for outstanding CARES Act O&M grants, working closely with our airport sponsors to ensure timely drawdowns. Once the Development Amendment is approved by HQ, work closely with those airport sponsors to support grant amendments for eligible development projects using CARES Act funding.
- **Passenger Facility Charge (PFC):** Focus on Regional Consolidation of PFC program to include:
 - Close 4 open Passenger Facility Charge applications that were both physically and financially complete as of October 1, 2020.
 - Ensure all Acknowledgement Letters for PFC applications under streamlining process are issued in 30 days or less.
 - Ensure Public Agencies have submitted all required PFC audits for the FY.

- **AIP Grant Management:** Focus on advancing the AIP by issuing grants earlier in the FY:
 - Ensure timely implementation of the AIP by programming 50% of entitlement only funded projects on or before the deadline published in the Federal Register, for sponsors to notify the FAA of their plans to use entitlement funds; and program 90% of entitlement only funded projects within 60 days of the deadline.
 - For 2017 and older grants, ensure sponsors either submit closeout paperwork or request an amendment to extend the Period of Performance (PoP) by the end of the four year (1460 day) grant PoP, as outlined in the grant agreement.
 - Ensure 95% of all FY21 Construction/Equipment grants are issued based on competitive bids.
- **SBGP standard Memo of Agreement (MOA):** Once approved by HQ, support the implementation of the new State Block Grant MOA. Develop an annual plan, including quarterly reviews of specific items in the new MOA and additional training, to ensure participating state understands its updated role and responsibilities.

INNOVATION: *Lead in the development of innovative aerospace capabilities that improve the safety and performance of our nation's aerospace system*

- **Unmanned Aerial Systems (UAS)/ and Commercial Space:** Support efforts to educate airport sponsors on the latest guidance on UAS and Commercial Space activities in line with the national ARP Business Plan. ASW will conduct sponsor workshops or outreach sessions throughout the year, and ensure these topics are covered at our annual airports conference.
- ASW (2 Branches & 3 ADOs) will explore ways to expand and integrate the regional ArcGIS tool into the execution of their goals. ASW staff will convene periodically to share their findings and recommends.
- ASW will keep the national Airports Contacts database updated. ADOs and the Region will use the database to ensure timely information is transmitted to our stakeholders.

- To promote greater communication between the Region and ADOs, ensure coordination with ASW 610/620 on complex or critical projects during initial planning discussions.

PEOPLE: *Strengthen our current and future aviation workforce by holding ourselves accountable, developing our people and planning for aviation workforce of the future.*

- 2021 Southwest Region Airports Conference (tentatively planned for July 2021): Ensure all ADOs and Branches are actively supporting our annual stakeholder conference.
- Ensure 100% of assigned required training in eLMS is completed at least seven days prior to the due date.
- To ensure greater integrity in our grants payment system, conduct an annual regional review, led by ASW-610, of all external users to remove inactive users and ensure a backup user are identified for sponsors.
- Ensure our stakeholders and staff are equipped with up to date program information, ASW will develop and conduct three virtual technical training/workshops in the areas of grant and financial management, engineering, compliance, and airport safety, and other hot topics.