**FAA
Airports**

AIP Program Guidance Letter 12-10: AIP Payment Policy and Financial Reporting Requirements
Change 1

Purpose of this Change

This Program Guidance Letter (PGL) announces an update to the Federal Aviation Administration (FAA) "Airport Improvement Program (AIP) Grant Payment and Sponsor Financial Reporting Policy." This policy was originally published under PGL 12-10 on August 20, 2012.

The new policy is effective immediately and supersedes all grant payment and financial reporting requirements established in FAA Order 5100.38C, Airport Improvement Program Handbook.

Principal Changes

Principal changes include the following:

a. Section 6.8 provides additional information when rejecting a payment request,

b. Section 6.9 provides revision of the final 10% payment policy, and

c. Section 7 provides additional guidance to the credit memo process.

Frank San Martin
Director of Airport Financial Assistance

Memorandum

U.S. Department of Transportation

Federal Aviation Administration

Subject: **ACTION:** Program Guidance Letter 12-10

Date: AUG 20 2012 ·

From: Manager, Airports Financial Assistance Division, APP-500

Reply to Attn. of: Daniel Favarulo
202-267-8826

To: PGL Distribution List

This Program Guidance Letter (PGL) announces new grant payment requirements; *"Airport Improvement Program (AIP) Grant Payment and Sponsor Financial Reporting Policy."* This policy will be publically available online at: http://www.faa.gov/airports/aip/grant_payments/

These new grant payment and sponsor financial reporting requirements are being established in association with the transition to the U.S. Department of Transportation's new electronic grant payment system, Delphi eInvoicing. The new policy is effective immediately and supersedes all grant payment and financial reporting requirements established in FAA Order 5100.38C, Airport Improvement Program Handbook, as well as specifically eliminate Paragraphs 1300 through 1305 of the current AIP Handbook.