Nov. 15, 2017

Re: Updated Capital Improvement Plans for General Aviation, Reliever and Commercial Service Airports

Dear Airport Sponsor:

The FAA Detroit Airports District Office, in cooperation with the Ohio Department of Transportation, Office of Aviation, is updating the Capital Improvement Plans (CIP’s) for General Aviation, Reliever and Commercial Service airports in Ohio, including your airport.

The deadline for receiving CIP’s at the Office of Aviation is December 15, 2017.

The CIP will be for Federal Fiscal Years 2019 through 2028.

The forms you must use in preparing your CIP are available from FAA. If you need any of the forms, please contact your FAA Program Manager.

The development items identified in the CIP must be eligible for FAA or Office of Aviation funding and should be listed in order of your priority for each Fiscal Year in which the work is to be accomplished. If the plans and specifications for any item are to be funded in one Fiscal Year, and the work constructed in the following Fiscal Year, please indicate that by a line item for plans and specifications and a separate line item for construction.

Sponsors can assume that all non-primary airports will receive the maximum of $150,000 per fiscal year in NPE funds.

The Office of Aviation provides matching grants for ALL FAA grants to General Aviation (GA) airports. GA airports are non-primary airports (i.e., airports that do not receive passenger enplanement or air cargo entitlement funds). The ODOT matching grant will pay half of the non-federal share, so the final cost break-out will be 90% federal, 5% state and 5% local. All CIP items at GA airports to be funded with FAA funds should indicate this cost break-out.

Also, please note that ODOT direct grants now pay for 95% of the cost of construction, design engineering and construction engineering/inspections.
Please submit your updated CIP projects to the Office of Aviation, along with a clearly labeled sketch that identifies the location of all work items.

The preparation of CIP submittals should be coordinated between the airport sponsor, the airport manager and the airport consultant (if a consultant is employed). Also, please submit a brief cover letter, **signed and dated by the airport sponsor** (i.e., the public entity that owns the airport), **not just by the consultant**.

Submittals can be mailed to either of the following addresses:

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<tr>
<th>Office of Aviation</th>
<th>FAA Detroit ADO</th>
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<tbody>
<tr>
<td>Attn.: CIP Updates</td>
<td>Attn.: CIP Updates</td>
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<tr>
<td>2829 W. Dublin-Granville Rd.</td>
<td>11677 South Wayne Rd., Suite 107</td>
</tr>
<tr>
<td>Columbus, OH 43235</td>
<td>Romulus, MI 48174</td>
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**Please include two copies of the entire submittal, including the cover letter.**

**Please do not fax copies of the CIP to the Office of Aviation.** Only “hard” copies of the CIP’s will be accepted. If possible, use only 8 ½” x 11” paper, and **do not use report covers or comb bindings.**

If you have any questions concerning the updated CIP for your airport please contact David Dennis at the ODOT Office of Aviation, telephone: 614-387-2352, email: david.dennis@dot.state.oh.us. Thank you for your attention in this matter.

Sincerely,

James Bryant
Aviation Administrator

JEB:dd

Attachments