Identify all development projects at the airport for the next 10 years.
   TIP: Use recently completed master plans, Airport Layout Plans, pavement
management plans, and meetings/discussions with the FAA to develop this list.

Determine the airport’s priority projects from the list developed above.

Determine the airport’s funding priority for each project.

Assign funding (within airport planning levels) to the airport’s priority projects for the next three (3) years.
   NOTE: Not all the projects on the list developed by the airport will have funding assigned.

Projects that have multiple phases or require multiple years of funding should be clearly identified with each element tied to the overall project objective.

The FAA expects that an airport sponsor will use all available entitlement funding towards the project requesting additional funding or other higher priority work.

Prepare attachments for each project that the airport assigns funding to.
   NOTE: Attachments
   - CIP Checklist
   - Preliminary Environmental Checklist for CIP Projects
   - Project Justification Form
   - Project Sketch
   - Project Cost

Submit two (2) complete copies of the CIP to the State of Ohio by December 15 each year.