

***SUBCOMMITTEE ON TRANSPORTATION, HOUSING AND URBAN DEVELOPMENT,
AND RELATED AGENCIES***

**Airport Improvement Program (AIP)
Department of Transportation
Guidelines and Requirements for Appropriations Submissions
Database**

**Member Request deadline is May 23, 2025, at 6:00 P.M.
Members must post CPF requests on their website on June 13, 2025.**

AIP community project funding requests are intended to enhance airport safety, capacity, and security, and address environmental issues.

All projects must be:

- AIP eligible in accordance with 49 U.S.C. 47100 et seq., and FAA policy and guidance.
- Included in the FAA's National Plan of Integrated Airport Systems (NPIAS).
- Supported broadly by local stakeholders, including residents, businesses, and elected officials.
- Administered by an airport and/or airport sponsor.

Federal Requirements:

Projects must comply with federal requirements such as Buy America and the National Environmental Policy Act. The potential grantee should reach out to FAA Regional District Offices to ensure that projects are in compliance.

Cost Share:

For large and medium primary hub airports, the grant covers 75 percent of eligible costs (or 80 percent for noise program implementation). For small primary, reliever, and general aviation airports, the grant covers a range of 90-95 percent of eligible costs, based on statutory requirements. Specific cost share requirements should be understood by the grantee, and verified by the FAA Regional District Office, along with other requirements to receive FAA funding.

Demonstration of Community Support:

Demonstration of community support for a project is crucial for determining whether it should receive funding. Projects that are not accompanied by substantial evidence of community support will not be considered for funding. Community support documentation can include letters from elected officials and community groups, local transportation or community development plans, publications (including news articles), and any other documents that demonstrate public support for the project.

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Database Questions:

For each AIP community project funding request, Members will need to provide specific information through the database. The database will include the questions below to assist the Chair in evaluating and selecting projects. The Chair may require additional information on the project beyond the information provided in the database.

1. Airport Recipient and Project Name.
 - EXAMPLE: *Rehabilitate runway. Airport Name (Include three letter or number airport code).*
 - NOTE: This description may be used to list the project in the House report and should be as accurate as possible to ensure that the funding is provided to the correct project and location.
2. General description of the project and why it is needed.
3. Was this project funded within this account in the FY25 House Transportation-HUD bill? (Y/N)
 - If yes, please provide the title of the project, and the page number it appeared on, as it shows in the table in the back of House Report 118–584.
4. Has the airport sponsor provided assurances that the project is eligible under AIP statutes? Airport sponsors should engage with their Federal Aviation Administration Airport District Offices to ensure eligibility under statutory requirements.
5. What are the benefits of this project and why is it a priority?
6. Amount requested for the community project for Fiscal Year 2026, and the total project cost.
7. Does the project have other public (federal, state, local) and/or private funds for the required cost-share and committed for the forecasted operations and maintenance costs? What is the source and amount of those funds?
8. Has the airport submitted a grant application for this same project to FAA?

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**DIRECTIONS AND TEMPLATE FOR MEMBER FINANCIAL DISCLOSURE
CERTIFICATIONS AND FEDERAL NEXUS STATEMENTS:**

Pursuant to House rule XXIII, clause 17, Members are required to send the Chair and Ranking Member a letter stating that the Member and his/her spouse do not have a financial interest in certain proposed projects. The Chair of the Appropriations Committee is expanding this requirement to a Member's "immediate family" (defined as father, mother, son, daughter, brother, sister, husband, wife, father-in-law, or mother-in-law). The Chair is also requiring Members to include a statement regarding project's federal nexus.

Below is suggested text for a statement of federal nexus and a financial disclosure certification to accompany each Community Project Funding request:

Dear Chairman Cole and Ranking Member DeLauro:

"I am requesting funding for _____ [project] in Fiscal Year 2026. The entity to receive funding for this project is _____, located at _____ (address including street name, city, state and zip code).

The funding would be used for _____.

The project has a federal nexus because the funding provided is for purposes authorized by 49 U.S.C. 47100 et seq.

I certify that I have no financial interest in this project, and neither does anyone in my immediate family."

Sincerely,

Member of Congress

These statements must be on letterhead and must be signed by the Member. Members must post these letters publicly on their website on June 13, 2025. Please prepare the certification on letterhead and upload a PDF of the signed document to the request database.

Questions: If you have questions or require further information on AIP community project requests, please email the subcommittee staff at TH.MemberRequests@mail.house.gov with "AIP" in the subject line.