

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

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

**Database opens March 10, 2023
Member Request deadline is 6:00 PM, March 31, 2023
Members must post CPF requests on their websites on April 17, 2023**

AIP Community Project Funding requests are intended to enhance airport safety, capacity, and security, and environmental concerns.

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 will be subject to various Federal requirements such as competition in contracting, Buy America, and the National Environmental Policy Act. The potential grantee should reach out to FAA Regional District Offices to ensure that projects will be in compliance with these mandates.

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 must have substantial evidence of community support to 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. Project Name.
 - EXAMPLE: *Rehabilitate runway. Airport Name (3 letter or number airport code), City, State (2 letter postal 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. 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.

4. What are the benefits of this project and why is it a priority?

5. Amount requested for the Community Project Funding for fiscal year 2024, and the total project cost.

6. Estimated start and completion dates.

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

To comply with House rule XXIII, clause 17, and Committee guidance, below is suggested text for a statement of Federal nexus and a financial disclosure certification to accompany **each** Community Project Funding request:

Dear Chairwoman Granger and Ranking Member DeLauro:

I am requesting funding for _____[project] in fiscal year 2024. 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 is an appropriate use of taxpayer funds because _____.

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 April 17, 2023. 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 Funding requests, please email the Subcommittee staff at TH.MemberRequests@mail.house.gov with “AIP” in the subject line.