

MINUTES
Nebraska Aeronautics Commission
May 16, 2025

The Nebraska Aeronautics Commission held their regular meeting at the Columbus Community Building, 3rd Floor Community Room, 2500 14th Street, Columbus, Nebraska. The legal ad was published in the May 6 editions of the Lincoln Journal Star and Columbus Telegram newspapers and is posted on the website. The Commission Book and Public Meetings Act were also posted on the website.

Chairperson Scott Tarry called the meeting to order at 1:00 p.m. CDT.

Commissioners Jon Large, Edward Dunn, Tom Trumble and Michael Cook attended in person. Director Jeremy Borrell was absent. Also present were Engineering Division Manager Anna Lannin, Deputy Director/Legal Counsel Andre Aman, and Jamie Mikkleson and Davey Jones with Engineering Division.

Public Comment

Ross Niedbalski, Airport Manager at Columbus Municipal Airport, introduced his airport and gave a brief rundown of the airport's operations, future projects, and events held at the airport.

Approval of Minutes

Motion by Commissioner Edward Dunn to approve the minutes of the February 14, 2025, meeting. Second by Commissioner Michael Cook. Roll call vote. All voted aye. Motion carried.

Aeronautics Director's Report

Director Jeremy Borrell was absent.

Deputy Director Andre Aman provided an update on the NASAO affiliate program, noting that the NASAO system has some limitations in tracking usage of the site. NDOT and NASAO are actively working to address these issues in order to better gauge program usage by Nebraska airports. Davey Jones, of the NDOT Aeronautics Division, will serve as the point of contact for the affiliate program moving forward.

Additionally, Deputy Director Aman reported that interviews for the Nav aids Technician position in the Kearney office are scheduled for the following week.

Report of State Funds Available

Andre Aman presented a written report on state funds available.

Nebraska Aeronautics Commission
May 16, 2025

PROJECT GRANT FUND

Funds available January 31, 2025	\$1,190.94
<hr/>	
Commission Actions (2/14/2025 meeting)	
None	
Subtotal	\$0.00
<hr/>	
Other Actions	
None	
Subtotal	\$0.00
<hr/>	
Funds available April 30, 2025	\$1,190.94

Funds available at May 2024 meeting: \$2,848.94

AERONAUTICS CAPITAL IMPROVEMENT FUND (Neb. Rev. Stat. §81-703)

Funds Available January 31, 2025	238,741.92
<hr/>	
Commission Actions (2/14/2025 meeting)	
None	
Subtotal	\$0.00
<hr/>	
Other Actions	
None	
Subtotal	0.00
<hr/>	
Receipts	
February	\$1,031,433.54
February (interest)	\$8,826.03
March	\$649,761.67

4,382

March (interest)	\$9,027.72	
April	\$42,490.38	
April (interest)	\$14,019.17	
Subtotal		1,755,558.51
Funds available April 30, 2025		<hr/> 1,994,300.43

Funds available at May 2024 meeting: \$3,068,396.62

***** Consistent with state statute 81-703, allocations from this fund will be made at the discretion of the NDOT Director upon the recommendation of the Commission**

STATE OWNED AIRFIELDS (SOA) DIVERSION GRANT FUND

Funds available January 31, 2025	\$0.00
Commission Actions (2/14/2025 meeting)	
None	
Funds available April 30, 2025	<hr/> \$0.00

Funds available at May 2024 meeting: \$0

SEAL COAT GRANT FUND (Pavement Preservation Program)

Funds available January 31, 2025	\$405,792.18
Commission Actions (2/14/2025 meeting)	
None	
Subtotal	\$0.00
Other Actions	
None	
Subtotal	\$0.00
Funds available April 30, 2025	<hr/> \$405,792.18

Funds available at May 2024 meeting: \$405,792.18

HANGAR REVOLVING LOAN FUND

Funds available January 31, 2025 \$300,980.17

Commission Actions (2/14/2025 meeting)

None

Subtotal \$0.00

Other Actions

None

Subtotal \$0.00

Receipts

February \$16,090.00

March \$16,090.00

April \$16,090.00

Subtotal \$48,270.00

Funds available April 30, 2025 \$349,250.17

Funds available at May 2024 meeting: \$136,714.17

Total amount in Hangar Loan fund: \$3,768,360

FUEL STORAGE LOAN FUND

Funds available January 31, 2025 \$34,619.91

Commission Actions (2/14/2025 meeting)

None

Subtotal -

Other Actions

None

Subtotal \$0.00

Receipts

February \$240.00

March \$240.00

April \$240.00

Subtotal \$720.00

4,384

Funds available April 30, 2025 \$35,339.91

Funds available at May 2024 meeting: \$295,199.91

Total amount in Fuel Storage fund: \$336,500

NON-PRIMARY ENTITLEMENT TRANSFER PROGRAM

Funds available January 31, 2025 \$736.75

Commission Actions (2/14/2025 meeting)

None \$0.00

Funds Disbursed

None

Subtotal \$0.00

Funds available April 30, 2025 \$736.75

Motion by Commissioner Michael Cook to accept the report on State Funds. Second by Commissioner Jon Large. Roll call vote. All voted aye. Motion carried.

Approval of State Pilot – Justin Grint

The State Pilot Application for Justin Grint was presented to the Commission. Director Jeremy Borrell recommended that Mr. Grint be approved contingent upon reaching 250 hours of total time. Mr. Grint expects to reach the 250 hours within the next month to six weeks.

Motion by Commissioner Tom Trumble to approve Mr. Grint’s State Pilot application. Second by Commissioner Michael Cook. Roll call vote. All voted aye. Motion carried.

Fremont – Change of Scope

Anna Lannin (NDOT Division of Aeronautics) and Cari Hoffart (City of Fremont, Airport Manager) presented a proposed change to the project scope of the Fremont Municipal Airport

The Fremont Municipal Airport was granted funding through the Revolving Hangar Loan program this past fall. Recently, it came to Fremont’s attention that the original cost estimate for re-sheeting of Hangar F was high, thus making it possible to do some sheeting replacement on an additional hangar, if approved by the Commissioners.

Based on this information, the city of Fremont requests the Scope of Work be expanded to include the additional sheeting repairs to Hangars F1-F4. The originally approved hangar work was for

4,385

Nebraska Aeronautics Commission

May 16, 2025

Hangars H1-H8. This will enable the airport to be able to maximize the impact and improvements they can make to the airport facilities.

Motion by Commissioner Edward Dunn to approve the change of scope. Second by Commissioner Tom Trumble. Roll call vote. All voted aye. Motion carried.

State Grant Update

Jamie Mikkleson presented the State Grant update.

This report provides a status update on the state grants that were allocated in October 2024. It includes the current status of the Federal Match Grants, which are expected to be issued once the corresponding Federal Grants are issued. The summary also outlines progress on State Only Grant projects, highlighting recently issued grants, completed projects pending closeout, and those awaiting further action.

Federal Match Grants

Federal Match Grants will be issued following the issuance of the corresponding FY25 Federal Grants. With the exception of the Federal Matching Grant for the North Platte Terminal Building Construction project, executed on January 20, 2025. This Federal Matching Grant is tied to a FY24 federal project.

Primary Airports w/ Scheduled, Non-subsidized Commercial Service Grants

There is currently no movement on the grants for the primary airports: Omaha (OMA), Lincoln (LNK), and Grand Island (GRI).

State-Only Grants Status

- Albion (BVN) – Tree Removal
The sponsor is currently in negotiations with the landowner.
- Blair (BTA) – Corporate Hangar Area Expansion and Sewer Improvements
The grant was executed on April 15, 2025. The contractor has completed part of the change order work. The contract for the Sewer Improvements has been awarded.
- Bloomfield (84Y) – Taxiway Repair
The grant was executed on January 13, 2025, in the amount of \$147,211. Construction is complete except for pavement markings. A contractor has been selected to complete the marking work following a bidding process.
- Cambridge (CSB) – Taxilane Construction
No movement at this time. The project is tied to the federally funded hangar and was bid on March 25, 2025. The state grant will be issued after the federal grant is issued.
- Chappell (CNP) – Runway 12/30 Rehabilitation
The project was bid on April 15, 2025. The consultant, contractor, and NDOT are working on a funding plan.

- Hartington (0B4) – Runway 13/31 Repair
No movement at this time.
- Nebraska City (AFK) – Runway 15/33 Repair
Project is complete. The grant was executed on February 14, 2025, for \$6,258.42. A closeout request was submitted on February 18, 2025.
- Norfolk (OFK) – Runway 2/20 Repair
Project is complete. The grant was executed on January 15, 2025, for \$4,445. A closeout request was submitted on January 16, 2025.

Additionally, Anna Lannin provided an update on the status of the FY25 Federal grants. For fiscal year 2025, a total of 68 Federal grants were requested. Of these:

- 7 have been fully executed,
- 6 are awaiting airport attorney certification,
- 5 have been issued but not yet signed,
- 3 are prepared and awaiting issuance, and
- 47 are awaiting release by the Office of the Secretary of Transportation (OST).

State Reimbursable Agreement for Flights Checks Update

Jamie Mikkleson presented the State Reimbursable Agreement for Flights Checks update.

Overview

In November 2024, the State of Nebraska executed a Reimbursable Agreement (RA) with the FAA for flight checks. The agreement established a \$100,000 account to cover flight check costs for eligible airport projects across the state. This centralized approach allows for more efficient coordination and payment processing through the state rather than requiring individual airport sponsors to manage their own reimbursable agreements.

Project Participation and Status

To date, seven airport projects have been entered into the agreement: Broken Bow (BBW), Hartington (0B4), Gordon (GRN), Norfolk (OFK), Stuart-Atkinson (8V2), Alliance (AIA), and Tekamah (TQE).

Of the seven projects entered into the agreement, four flight checks have been completed, and all passed. Two of these projects, Broken Bow and Hartington, have received their FAA Flight Check Final Inspection Reports, allowing consultants to submit closeout documentation to both the State and the FAA.

The current status of each project is summarized below:

- Broken Bow and Hartington: Flight check processes are complete, and final reports have been received.
- Gordon: The PAPIs on Runway 4/22 were flown on March 12, 2025. The REILs are scheduled for June 10, 2025.

- Norfolk and Stuart-Atkinson: Flight inspections were completed in March, and we are currently awaiting Final Inspection Reports from the FAA.
- Alliance and Tekamah: These projects have been entered into the agreement, with construction scheduled to begin in 2026.

Flight Check Process

The typical flight check process includes the following steps:

1. Project is entered into the RA account's "checkbook"
2. Flight check is requested and scheduled with FAA
3. FAA conducts the flight check
4. Final cost is deducted from the RA account
5. FAA issues the Final Inspection Report (generally within 60 days)

The FAA flight inspection team typically completes reports within 60 days, although some have been returned ahead of schedule.

Process Improvements

While the scheduling process for flight checks remains unchanged, the financial processing has improved significantly under the new State-level Reimbursable Agreement.

Previously, each airport sponsor was required to execute a separate reimbursable agreement with the FAA. This involved exchanging drafts, finalizing agreements, completing financial forms, transferring funds, and waiting for FAA confirmation, all of which had to occur before a flight check could even be scheduled. The process often took several months, followed by additional delays in scheduling and reimbursement of unused funds.

Now, with a single State-managed agreement and a standing account balance, we can immediately add airport projects to the agreement and coordinate flight checks directly with FAA schedulers, without waiting on individual financial transactions. Once the inspection is completed, the FAA simply deducts the applicable costs from the state account on a monthly basis. This has greatly reduced the time required to move from construction completion to project closeout.

Demonstrated Time Savings

- Broken Bow (3-31-0013-016): Final project documents were submitted to the FAA and the final progress estimate was approved 31 days after the flight check. The FAA requested final financials on April 16.
- Hartington (3-31-0106-014/015): Final documents were submitted and the progress estimate approved 36 days after the flight check. The FAA requested final financials on May 1.

Once financial data is submitted for both projects, the FAA will be able to proceed with closing out the associated grants.

Financial Summary

As of May 16, 2025, a total of \$28,411.56 has been withdrawn from the State RA account to cover five completed flight checks. With an initial balance of \$100,000, this leaves a remaining balance of \$71,588.44 for future use.

Cost Breakdown by Project:

- Broken Bow (BBW) AIP 3-31-0013-016: Runway 14/32 PAPIs
 - Actual Cost: \$4,675.32
 - Estimated Cost: \$14,385.60
- Gordon (GRN) AIP 3-31-0031-014: Runway 4/22 PAPIs (REILs pending)
 - Actual Cost: \$5,394.60 (PAPIs Only)
 - Estimated Total Cost: \$19,780.20 (PAPIs and REILs)
- Norfolk (OFK) AIP 3-31-0058-027/028: Runway 20 REIL and Runway 14/32 MIRL
 - Actual Cost: \$5,394.60
 - Estimated Cost: \$8,991.00
- Stuart-Atkinson (8V2) AIP 3-31-0079-014: Runway 11/29 PAPIs and REILs
 - Actual Cost: \$7,552.44
 - Estimated Cost: \$19,780.20
- Hartington (OB4) AIP 3-31-0106-014/015: Runway 13/31 PAPIs and MIRLs
 - Actual Cost: \$5,394.60
 - Estimated Cost: \$16,183.80

Conclusion

The State Reimbursable Agreement for Flight Checks has proven to be an efficient, cost-effective mechanism for supporting airport development projects across Nebraska. It has reduced administrative delays, improved coordination with FAA, and helped accelerate the project closeout process.

Ongoing monitoring of expenditures and coordination efforts will continue, and updates will be provided at the next meeting.

Revised State Grant Program

Davey Jones presented an update on the State Grant Program, which included revisions to the Prioritization Matrix Spreadsheet, the Prioritization Methodology Operating Instructions, and the State Aid Grant Program. The updates focused on refining language and functionality, clarifying aspects identified during the program's initial implementation, and correcting grammatical errors.

Motion by Commissioner Jon Large to accept the Prioritization Matrix Spreadsheet and Prioritization Methodology Operating Instructions. Second by Commissioner Michael Cook. Roll call vote. All voted aye. Motion carried.

4,389
Nebraska Aeronautics Commission
May 16, 2025

Commissioner Cook requested clarification on the timeline for the program changes and approval. It was confirmed that, if approved at this meeting, the changes would take effect on May 16, 2025.

Motion by Commissioner Jon Large to accept the State Aid Grant Program as it has been updated and presented to the Commission. Second by Commissioner Edward Dunn. Roll call vote. All voted aye. Motion carried.

Federal Project Requests

The following projects were provided to the Commission for their review and approval prior to forwarding them to the FAA with requests for funding, as required by State Statutes. The FAA considers the request for future federal funding as funds become available. No state funds are requested at this time.

Beatrice G-05

Scope: Runway 14 & Runway 32 PAPI-2L

Total Estimated Cost: \$382,000

Both Runway 14 and Runway 32 do not currently have PAPIs. New L-881 LED PAPIs will enhance safety for the airport's crosswind Runway 14/32.

Gordon R-03

Scope: Runway 4/22 Rehabilitation (Crack Seal, Seal Coat, and New Pavement Markings)

Total Estimated Cost: \$280,296

The existing pavement is in need of a seal coat. Completing this work will ensure that the life of the pavement is maximized.

Grand Island B-05

Scope: Terminal Expansion

Total Estimated Cost: \$3,000,000

Due to an increase in size of aircraft that often serve Grand Island, 50 additional seats need to be added to the existing sterile area.

Grand Island E-09

Scope: Snow Removal Equipment: Plow & Ramp Loader

Total Estimated Cost: \$1,250,000

The existing Snow Plow and Loader are at the age where maintenance is expensive and is at times unreliable. A new Snow Plow and Carrier Vehicle and Ramp Loader will make snow removal more efficient and reliable without concerns of untimely breakdowns.

Grand Island M-04

Scope: Ramp Improvements (East of Old Air Force Hangars) & Miscellaneous Concrete Repairs (RWs, TWs, Apron)

Total Estimated Cost: \$2,000,000

The concrete pavement will require regular pavement maintenance with a combination of full-depth panel replacements, partial depth repairs, spall repairs, and other miscellaneous repairs. Additionally, a section of the airport's ramp pavement (directly east of old Air Force hangars) is experiencing accelerated distresses as a result of ASR and will be in need of replacement by FY 2026.

Grand Island M-05

Scope: Passenger Loading Bridge (PLB)

Total Estimated Cost: \$1,700,000

An additional passenger loading bridge (PLB) will be added to the existing jet bridge vestibule in the sterile area of the terminal to better handle the passenger traffic for both Allegiant and American Airlines. An additional passenger loading bridge (PLB) will help with the operational efficiency of the airport allowing for the flexibility of having two aircraft at passenger loading bridges (PLB) simultaneously. The additional PLB will create redundancy for the airport in the case that a PLB malfunctions.

Grand Island R-04

Scope: Preliminary Design: RW17/35 Reconstruction

Total Estimated Cost: \$240,000

The existing Runway 17/35 pavement section has reached the end of its useful life, and is experiencing increased maintenance year after year. The proposed FY 2028 grant for this project will include preliminary engineering only (Survey, Geotech, Pavement Design, Cost Estimating) to better define the project scope prior to starting final design.

Holdrege R-01

Scope: Runway 18/36 Rehabilitation

Total Estimated Cost: \$2,725,000

The existing asphalt pavement making up the southernmost approximate 3,100 ft. x 50 ft. wide keel of Runway 18/36 is at the end of its lifespan and is in need of rehabilitation. The asphalt pavement area of Runway 18/36 received APIC value of 70 (Fair) based on the NDOT Division of Aeronautics PCI investigation completed in 2023. The project will include removal of Taxiway A4 to remove the current direct access from the apron to Runway 18/36.

4,391

Nebraska Aeronautics Commission

May 16, 2025

Kimball A-01

Scope: Apron/Taxiway Pavement Rehabilitation

Total Estimated Cost: \$290,000

The existing GA Apron and Connector Taxiway pavements have some select concrete panels that have cracked/raveled to the point they are creating a FOD issue on the operations surface. The existing joint sealant in the GA Apron and Connector Taxiway pavements is over 20 years old and has become brittle and none flexible, which is allowing moisture to penetrate the existing joints and leach into the pavement subgrade. The existing pavement markings are faded and lack sufficient reflectivity for low visibility and night-time aviation operations. The airport needs to have select concrete panels removed and replaced, the existing joints/cracks sealed, and new pavement markings installed on the GA Apron and Connector Taxiway pavement to preserve the pavement life, prevent FOD on the pavement surface, and improve safety for aviation operations.

Oshkosh G-02

Scope: Install New Awos III P/T

Total Estimated Cost: \$475,000

The airport currently does not have on-site weather reporting equipment. The airport needs to install a new automated weather observation system (AWOS) on the airfield to provide air ambulance and transient aircraft accurate weather information for safe approach and departure information.

Motion by Commissioner Tom Trumble to approve the CIP data sheets and forward them to the FAA. Second by Commissioner Jon Large. Roll call vote. All voted aye. Motion carried.

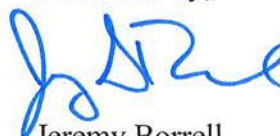
Closed Project Report

None to report

The next meeting is tentatively set for Friday, August 8, 2025, at 1:00 pm CDT, at Nebraska City, Nebraska. Motion by Commissioner Michael Cook to adjourn the meeting. Second by Commissioner Tom Trumble. Roll call vote. All voted aye. Motion carried.

The meeting adjourned at 2:17 p.m.

Submitted by,



Jeremy Borrell
Director

PILOT QUALIFICATION SHEET

In accordance with Paragraph 3-104 of Nebraska Statutes, the below listed individual seeks approval from the Nebraska Aeronautics Commission to be employed as a pilot by the State of Nebraska.

Name Justin Grint Date 5/12/2025

Address 1720 W. Superior St. Lincoln, NE 68516

Agency Nebraska State Patrol

Requests approval of a Class 1 Pilot. List FAA Airmen certificates and ratings currently held:

Private Pilot / ASEL, High performance endorsement

Airmen Medical Certificate Date 9/3/2024 Class 2


Flight Experience	NDA Recommended Flight Time	Applicant's Flight Time
Total flight hours	<u>250</u>	<u>222</u>
Pilot in command	<u>150</u>	<u>155</u>
Cross country	<u>0</u>	<u>96</u>
Inst. Time (actual & Sim)	<u>0</u>	<u>4.6</u>
Multi-engine PIC	<u>0</u>	<u>0</u>
Night time	<u>10</u>	<u>10</u>

I certify the above information is true and correct to the best of my knowledge.


Signature of applicant

Recommendation of Director

I have reviewed the qualifications and find the above applicant (meets) (does not meet) the qualifications established by the Nebraska Aeronautics Commission to act as pilot of a State owned aircraft. Further I (do) (do not) recommend Commission approval of the applicant as a Class 1 Pilot. *(Contingent upon Reaching 250 hours Total Time)*


Director, Nebraska Department of Aeronautics Division

If the applicant is not recommended it is due to the following:

The applicant is (approved) (disapproved) by the Nebraska Aeronautics Commission as a Class 1 Pilot.


Rev. Mar 2001 Chairman, Nebraska Aeronautics Commission SCOTT E. TARRY

NEBRASKA

Good Life. Great Journey.

DEPARTMENT OF TRANSPORTATION



PRIORITIZATION METHODOLOGY MATRIX OPERATING INSTRUCTIONS

Nebraska Department of Transportation

Division of Aeronautics

Rev. 2.0 May 6, 2025

PRIORITIZATION METHODOLOGY MATRIX OPERATING INSTRUCTIONS

TABLE OF CONTENTS

TABLE OF CONTENTS.....	i
1. OPERATING INSTRUCTIONS	1
2. COMPLIANCE.....	2
3. NPIAS/NON-NPIAS	5
4. AIRPORT CODE	5
5. PURPOSE CODE	7
6. COMPONENT CODE.....	7
7. TYPE CODE.....	8
8. SELF-FUNDING CAPABILITIES	9
9. ALIGNMENT WITH STATE AIRPORT SYSTEM PLAN (SASP).....	10
10. SPECIAL CONSIDERATIONS:.....	10



PRIORITIZATION METHODOLOGY MATRIX OPERATING INSTRUCTIONS

1. OPERATING INSTRUCTIONS

The Prioritization Methodology Matrix is a tool to facilitate the evaluation and ranking of airport projects for planning, budgeting, and granting of STATE FUNDS by utilizing relevant information to make objective decisions considering the collective needs of the state's aviation system through consistent application.

The Prioritization Methodology informs funding decisions for the Nebraska Aeronautics Commission (NAC) and allows resources to be allocated in an appropriate and transparent manner.

The matrix will be filled out as a group; members including Engineering Division Manager, Professional Engineer II, Airport Service Manager and Aviation Liaison Technician, with further support from the Director, Division of Aeronautics if required. Members of the NAC may modify the matrix with special considerations if desired (see Section 10).

To utilize the Prioritization Methodology Matrix:

1. Open Project Prioritization Methodology Matrix spreadsheet. The spreadsheet is located at F:\engr\State Grant\Prioritization System\Prioritization System Matrix
2. Fill in name of projects to be evaluated utilizing the model in Column B.
3. In Column C, determine Airport "Compliance" utilizing criteria in item (2) below. This will include Airport approaches and licensing standards. The total scoring for Compliance will vary between 0 and 30 points, with 0 or 10 points being given for approaches and varying between 0 to 20 points being given for airport licensing standards.
4. In Column D, determine if the airport is NPIAS or Non-NPIAS. A NPIAS airport will receive 10 points, and a non-NPIAS airport will receive 20 points.
5. In Column E, determine the appropriate Airport Code from the Airport Categories and Values chart modified from FAA Order 5090.5 Appendix E. These values will vary between 12 and 20 points depending on the type of airport.
6. In Column F, determine the appropriate Purpose Code from the Purpose Code Values chart modified from FAA Order 5090.5 Appendix E. These values will vary between 50 and 100 points depending on the intended purpose of the project.
7. In Column G, determine the appropriate Component Code from the Component Code Values chart modified from FAA Order 5090.5 Appendix E. These values will vary between 25 and 90 points depending on the component value of the project.
8. In Column H, determine the appropriate Type Code from the Type Code Values chart modified from FAA Order 5090.5 Appendix E. These values will vary between 24 and 100 points depending on the type value of the project.
9. In Column I, determine Self-Funding utilizing the criteria in item (8) below. Airports will vary in score between 0, 5 and 10 points.
10. In Column J, determine alignment with the Statewide Airport System Plan (SASP) utilizing the diagram in item (9) below taken from Chapter 3, table 3-1 in the SASP. Scoring will be either 0 or 25 depending on system plan alignment.
11. In Column K, determine if there are any special considerations by determining how many quantitative special criteria are met. If all criteria are met, the total for the category is 20.

PRIORITIZATION METHODOLOGY MATRIX OPERATING INSTRUCTIONS

Additional special considerations will be determined by the Aeronautics Commission and considered as projects are discussed. The maximum score for additional special considerations is 20, and the total points possible for the Special Considerations section is 40.

- The formula in Column L will calculate a final score for the project. Once all projects have a score, they are ranked automatically by priority. At this time, they may be sorted using Excel "custom sort" function for column L to sort by total points, high to low, and then presented to the Nebraska Aeronautics Commission for consideration.

NDOT DIVISION OF AERONAUTICS PROJECT PRIORITIZATION MATRIX										
B	C	D	E	F	G	H	I	J	K	L
Indicates FAA component	Airport			Project						
Project	Compliance	NPIAS/Non-NPIAS	Airport Code	Purpose	Component	Type	Self-funding	Alignment with SASP	Special Considerations	Total
Factor Weight →	1.5	1.0	4.0	0.7	2.0	0.7	0.7	0.8	1.0	
Point Values →	0-30	10 -- 20	12--20	50-100	25-90	24-100	0-10	0-25	0-40	PRIORITY

Below is guidance for the Project Prioritization Model

2. COMPLIANCE

Note: Airports must have a current state license and have no licensing violations unless the request being made is to correct licensing violations.

APPROACHES:

Airport compliance with approaches refers to adhering to regulatory requirements and safety standards governing the procedures used by aircraft to approach and land at an airport. These procedures are critical for ensuring the safe and efficient operation of air traffic and minimizing the risk of accidents during the arrival phase of flight. Here's how airport compliance with approaches typically works:

Regulatory Framework: The FAA establishes standards and regulations governing aircraft approaches. These regulations encompass various aspects, including instrument procedures, airspace design, navigation aids, and safety requirements.

Instrument Procedures: Airports develop and implement instrument procedures for aircraft to follow when approaching and landing. These procedures include Standard Instrument Departures (SIDs), Standard Terminal Arrivals (STARs), instrument approach procedures (IAPs), and missed approach procedures. These procedures provide standardized routes and altitudes for aircraft to follow, enhancing safety and efficiency.

PRIORITIZATION METHODOLOGY MATRIX OPERATING INSTRUCTIONS

Navigation Aids: Airports are equipped with navigation aids, such as Instrument Landing Systems (ILS), VHF Omnidirectional Range (VOR), Distance Measuring Equipment (DME), and Global Navigation Satellite Systems (GNSS), to assist aircraft during approaches. These navigation aids provide pilots with accurate positional information and guidance cues to ensure precise navigation and safe landings, especially in adverse weather conditions or low visibility.

Airspace Design: The design of airspace around airports plays a crucial role in facilitating safe and orderly aircraft approaches. Airports work closely with aviation authorities to design airspace configurations that optimize traffic flow, minimize conflicts between arriving and departing aircraft, and maintain separation from other airspace users.

Terrain and Obstacle Clearance: Aircraft approaches must ensure adequate terrain and obstacle clearance to prevent collisions and ensure the safety of flight paths. Airports conduct obstacle surveys and obstacle limitation surface assessments to identify potential hazards and establish minimum safe altitudes for approaches. Compliance with these clearance requirements is essential for safe aircraft operations.

Weather Considerations: Weather conditions can significantly impact aircraft approaches, requiring adjustments to procedures and operational decisions to ensure safety. Airports monitor weather conditions closely and may implement special procedures, such as Category II or Category III instrument approaches, to facilitate landings in low visibility conditions. Compliance with weather-related regulations and guidelines is critical for safe and efficient airport operations.

Training and Certification: Airport personnel, including air traffic controllers, pilots, and airport operators, receive specialized training and certification to ensure compliance with approach procedures and safety standards. Training programs cover topics such as airspace regulations, communication protocols, navigation equipment operation, and emergency procedures to maintain proficiency and readiness for handling approach operations.

Overall, airport compliance with approaches involves a comprehensive approach to regulatory compliance, safety management, infrastructure maintenance, and personnel training to ensure the safe and efficient arrival of aircraft at airports. Compliance with established standards and procedures is essential for maintaining the integrity of the aviation system and safeguarding the traveling public.

Note: Under certain circumstances, permanent obstacles such as roads may penetrate Part 77 and/or license surfaces. Points may be added back in the special considerations' component under such circumstances.

STATE LICENSING STANDARDS:

Airport compliance with state licensing standards involves adhering to regulations and requirements set forth by state authorities to ensure the safe and efficient operation of airports within their jurisdiction.

According to Nebraska Administrative Code (NAC), Title 17, Nebraska Department of Aeronautics 003.02 Minimum Standards for Public Use Airports:

PRIORITIZATION METHODOLOGY MATRIX OPERATING INSTRUCTIONS

003.02A – The effective runway length of a paved primary runway shall be at least 1400 feet plus 25% of the MSL elevation of the site. The effective runway length of an unpaved primary runway shall be at least 1800 feet plus 25% of the MSL elevation of the site.

003.02B – A paved runway shall be at least 50 feet wide. An unpaved runway shall be at least 100 feet wide.

003.02C – No object shall penetrate above the primary surfaces, approach surfaces, and transitional surfaces.

003.02D – Objects shall include anything fixed or mobile except aeronautical facilities whose location is fixed and necessary because of their function.

All crops except hay shall be considered objects and their height shall be measured as the height of the crops when fully grown, despite the actual crop height at any specific time.

Roads and railroads are considered to be objects and the following heights shall be added to the height of the road or railroad to accommodate the height of vehicles:

1. Interstate Highway: 17 feet
2. Public Highway or road: 15 feet
3. Private Road: 10 feet
4. Railroad: 23 feet

Parked aircraft and vehicles are considered objects. Parking areas shall be placed so that the tallest aircraft or vehicle does not penetrate the approach, primary, and transitional surfaces.

003.02E – The primary surface shall be the same elevation as the nearest point on the runway centerline and 250 feet wide centered on the runway centerline. The primary surface includes the full length of the runway and extends 200 feet beyond each runway threshold for paved runways.

003.02F – The approach surface extends outward from the primary surface and upward along a 20 to 1 slope (20 feet horizontal to 1 foot vertical) for a horizontal distance of 1,000 feet. The width of the approach slope is 250 feet at the beginning and widens out 1,000 feet. The width of the approach slope is 250 feet at the beginning and widens out to 450 feet at the farthest point. The approach surface begins at the end of the primary surface and is longitudinally centered on the runway centerline.

003.02G – The transitional surface extends upwards from all approach and primary surfaces at a slope of 7 to 1 (7 feet horizontal to 1 foot vertical) perpendicular to the runway centerline. The transitional surface includes all areas that are not in the approach or primary surface. The transitional surface ends at a height of 50 feet above the elevation of the nearest runway centerline. Crops are not considered objects in the transitional surface.

003.02H – The Department may waive the minimum standards, pursuant to 17 NAC 1-003.02A-G, when such a waiver does not endanger public health, safety, or welfare. The airport/heliport license shall state the conditions of the waiver by reference or in full.

PRIORITIZATION METHODOLOGY MATRIX OPERATING INSTRUCTIONS

Note: For the purposes of the Prioritization System, Licensing Violations will be pulled from the most recent published Licensing Report that has been received by the airport.

Compliance

Approaches Clear	10 Points.
Approaches Not Clear	0 Points.

No License Violations	20 Points.
License Violations Corrected <1Mo.	15 Points.
License Violations Corrected >1mo. <6 mo.	10 Points.
Inadequate time to address deficiencies	10 Points.
License Violations Corrected >6mo. <1 yr.	5 Points.
Chronic License Violations Year Over Year	0 Points.

*NOTE: License violation values are for a period of last 12 months or previous License inspection, whichever is greater.

**NOTE: Compliance has a total potential value of 45 points based on an initial value of 30 points times the category weighting of 1.5 or 150% of the total points available.

3. NPIAS/NON-NPIAS

According to FAA Order 5090.5, per the requirements of Title 49 USC section 47103, the National Plan of Integrated Airport Systems (NPIAS) identifies existing and proposed airports that are considered significant to national air transportation and thus may be eligible to receive federal grants.

Non-NPIAS Airport	20 Points.
NPIAS Airport	10 Points.

**NOTE: NPIAS/NON-NPIAS has a total potential value of 20 points based on an initial value of 20 points times the category weighting of 1.0 or 100% of the total points available.

4. AIRPORT CODE

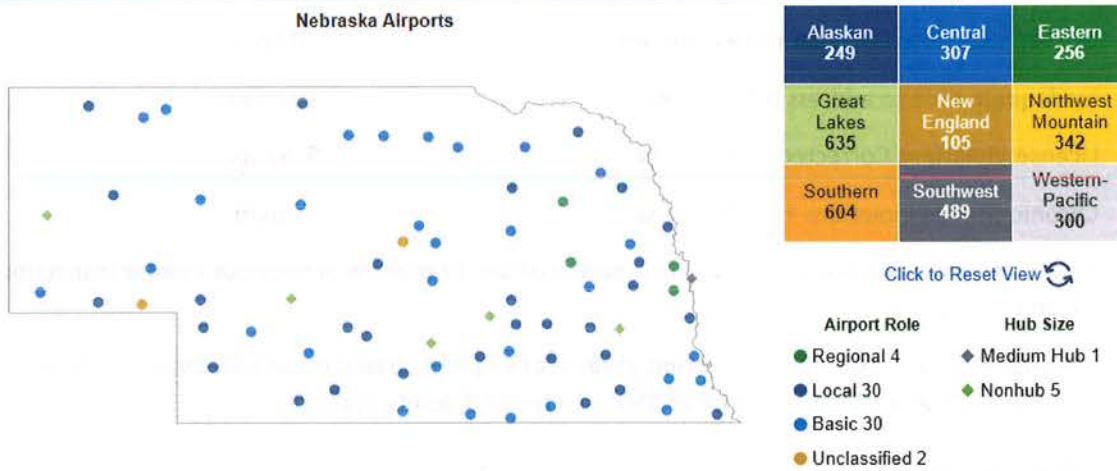
The Airport Code plays a crucial role in classifying and prioritizing airports based on their significance within the national air transportation system. These classifications guide critical decisions related to funding, strategic planning, and resource allocation, ensuring that airports are developed and supported according to their importance and role in the aviation network.

PRIORITIZATION METHODOLOGY MATRIX OPERATING INSTRUCTIONS

AIRPORT CODE VALUES	
Airport Role / Hub Size	"A" Value
Medium-Hub	20
Regional / Non-Hub	18
Local	16
Basic	14
Unclassified/Non-NPIAS	12

National Plan of Integrated Airport Systems (NPIAS) 2025–2029: Appendix A - List of NPIAS Airports

[Click for Details](#)



State	Grand Total	Central Airports							
		National	Airport Role				Hub Size		
			Regional	Local	Basic	Unclassified	Medium Hub	Small Hub	Nonhub
Iowa	79		10	41	19	4		2	3
Kansas	80	4	9	28	30	4		1	4
Missouri	76	3	11	38	17	1	2	1	3
Nebraska	72		4	30	30	2	1		5
Grand Total	307	7	34	137	96	11	3	4	15

1. REGIONAL – High levels of activity with some jets and multi-engine propeller aircraft. Supports regional economies by connecting communities to statewide and interstate markets.
2. LOCAL – Moderate levels of activity with some multi-engine propeller aircraft. Supplements communities by providing access to primarily intrastate and some interstate markets.
3. BASIC – Moderate to low levels of activity. Supports GA activities (e.g., emergency services, charter or critical passenger service, cargo operations, flight training and personal flying).
4. UNCLASSIFIED – Low levels of activity. Provides access to the aviation system.

PRIORITIZATION METHODOLOGY MATRIX OPERATING INSTRUCTIONS

5. MEDIUM-HUB – Accounts for at least 0.25% but less than 1% of the total annual passenger enplanements in the United States
6. NON-HUB – Accounts for more than 10,000 annual passenger enplanements but less than 0.05% of the total passenger enplanements in the United States.

Link to FAA Order 5090.5 National Plan of Integrated Airport Systems (NPIAS) Appendix A: List of NPIAS Airports (All States)(PDF)

https://www.faa.gov/sites/faa.gov/files/airports/planning_capacity/npias/current/%20ARP-NPIAS-2025-2029-Appendix-A.pdf

****NOTE:** Airport Code has a total potential value of 80 points based on an initial value of 20 points times the category weighting of 4.0 or 400% of the total points available.

5. PURPOSE CODE

The purpose code identifies the overall purpose or intent of the project.

PURPOSE CODE VALUES	
Description	"P" Value
Safety/Security	100
Reconstruct	75
Eligible Maintenance*	75
Rehabilitation	70
Capacity	70
Extension/Expansion/New Construction	68
Planning	65
Standards	58
Special Programs	50

*Note: Eligible Maintenance includes actions that slow the deterioration of airport infrastructure by identifying and addressing specific deficiencies. Throughout the infrastructure's useful life, the sponsor is responsible for budgeting and performing regular maintenance to maximize longevity and prevent major failures. Outside of the infrastructure's useful life, the eligible maintenance code on this table is applicable.

****NOTE:** Purpose Code has a total potential value of 70 points based on an initial value of 100 points times the category weighting of 0.7 or 70% of the total points available.

6. COMPONENT CODE

The component code identifies the physical component for which the development is intended.

PRIORITIZATION METHODOLOGY MATRIX OPERATING INSTRUCTIONS

COMPONENT CODE VALUES	
Description	AIP "C" Value
Runway	90
Equipment	85
Obstruction Identification	85
Taxiway/Taxilane	70
Airport Master Planning	70
Apron	65
State Regional Planning	65
Planning	60
Airport layout Plan	60
Landside	45
Terminal Area Plan	45
Building	32
Airfield	25

****NOTE:** Component Code has a total potential value of 180 points based on an initial value of 90 points times the category weighting of 2.0 or 200% of the total points available.

7. TYPE CODE

The type code identifies the actual work being done on the project.

PRIORITIZATION METHODOLOGY MATRIX OPERATING INSTRUCTIONS

TYPE CODE VALUES	
Description	AIP "T" Value
Obstruction Mitigation	100
ARFF/Building	100
State Regional Planning	100
Obstruction	100
Full Airside Pavement Const/Rehab	100
Airfield Guidance Signs	92
Snow Removal Equipment/Building	91
Recurring Pavement Maintenance	90
Fencing	83
Weather Systems	70
Approach Aids (ODALS, PAPI, REIL, Etc.)	68
Drainage	62
Lighting	62
Land Acquisition	43
T-Hangar	32
Box Hangar	30
Terminal Building	28
Access Roads/Parking	25
Fuel Farm	24

****NOTE:** Type Code has a total potential value of 70 points based on an initial value of 100 points times the category weighting of 0.7 or 70% of the total points available.

8. SELF-FUNDING CAPABILITIES

Self-funding is a critical component for the success of airport projects. Self-funding refers to an airport's willingness to contribute more in funds to a state aid only project. Demonstrating financial commitment and capability not only reflects fiscal responsibility but also increases the project's credibility and viability. This proactive approach reassures grant providers that their investment will be supplemented effectively, leading to higher chances of securing necessary state support.

The airport:

Airport sponsor contributes standard share of project	0 Points.
Airport sponsor contributes up to 5% additional	5 Points.
Airport sponsor contributes more than 5% additional	10 Points.

****NOTE:** Self-funding has a total potential value of 7 points based on an initial value of 10 points times the category weighting of 0.7 or 70% of the total points available.

PRIORITIZATION METHODOLOGY MATRIX OPERATING INSTRUCTIONS

9. ALIGNMENT WITH STATE AIRPORT SYSTEM PLAN (SASP)

Does project align with the SASP to meet or exceed the minimum standards as indicated in the SASP Table 3-1 as reproduced below:

SASP Role		Facility and Services Objective							
Commercial Service Airport	National*	Complex Activity Airports	Regional*	Community Activity Airports	Basic/Local*	Non-NPIAS Airports	Unclassified*	Minimum Facilities/Services	
								Runway - Turf, Water or Paved	Windsock
								Open Seasonally	Require min stds/rules and regs
								Aircraft Parking Area	Basic shelter
								Public Phone (if cell service unavailable)	Compliance w/ NE Administrative code 198
								Airport Mgr. Contact info available	
								Recommended Facilities/Services	
								Open All Year	
								All Minimum Recommended Facilities/Services of Non-NPIAS Airports	
								Paved Runway	Basic Terminal/Shelter
								Updated ALP (<20 years old)	Meet A/B I Standards
								100LL Avgas Fuel on site	GPS Approach
Weather Service Station (AWOS or ASOS)	Runway PCI of 75 or greater								
PAPIs on primary runway	Taxiway PCI of 60 or greater								
Local Fire Department trained on ARFF procedures	PT On-site Airport Manager								
Updated Land Use/Zoning	PT On-site Operations/Maintenance Staff								
Hangars for existing based aircraft									
Recommended Facilities/Service									
Evaluate ALP (<10 years old)	Self Serve 100LL Avgas Fuel available 24/7								
Weather Service Station (AWOS or ASOS)	Paved Access Road and Vehicle Parking								
All Minimum and Recommended Facilities/Services of Community Activity Airports									
Update/Evaluate Master Plan (<10 years old) and Evaluate ALP (<5 years old)	Availability of a Rental Car and/or a courtesy car								
Jet-A fuel	Meet B II Standards								
Hangar for Transient Aircraft	Terminal w/ passenger and pilot amenities								
Taxiway PCI of 70 or greater	Transient parking apron								
Primary Runway Minimums of <1 Mile w/ALS	FT on-site Airport Manager								
Single Service SASO/FBO	FT On-site Operations /Maintenance Staff								
Recommended Facilities/Services									
MALSR on Primary Runway	Parallel Taxiway to Primary Runway								
Basic airport security measures and wildlife fence	Passenger Transportation on-site								
ARFF on-site	Aircraft maintenance on-site								
All Minimum and Recommended Facilities/Services of Complex Activity Airports									
Terminal Building w/concessions (restaurant, vending, restrooms, post security, etc.)	Meet CII Standards								
PAPIs on all paved runway ends	Runway PCI of 85 or greater								
Airport security measures (SIDA, badging, security fencing, TSA)	Taxiway PCI of 75 or greater								
	Aircraft deicing								
	Part 139 certified								
Recommended Facilities/Service									
Onsite or remote ATCT	Air cargo handling services								
On-site rental cards and/or courtesy cars									

*Added for clarity (not in original SASP diagram)

Recreated from MJ SASP 2024 Table 3-1

NOT Aligned with SASP

0 Points.

Aligned with SASP

25 Points.

**NOTE: Alignment with System Plan has a total potential value of 20 points based on an initial value of 25 points times the category weighting of 0.8 or 80% of the total points available.

10.SPECIAL CONSIDERATIONS:

Part A: Quantitative Special Considerations

Benefit/Impact:

PRIORITIZATION METHODOLOGY MATRIX OPERATING INSTRUCTIONS

The intent of this section is for the person filling out the state grant application to “sell” the airport. This section should include a focus on regional and community benefit and will be graded based on showing benefits/impacts in the areas of: **Economic Benefits, Job Opportunities, Local Infrastructure, Tourism Support, Improved Access, Community Benefits and Regional Growth.**

- a. **Economic Benefits** –General Aviation airports projects support local economies by attracting businesses, encouraging investment, and creating opportunities for local entrepreneurs. They improve connections to nearby markets, promote trade, and help support industries that rely on air transportation for goods and services.
- b. **Job Opportunities** – GA airport projects create jobs during construction and operations. Construction supports local contractors and laborers, while operational activities provide jobs for pilots, mechanics, line service staff, and airport managers. These projects also indirectly support nearby businesses, such as hotels, restaurants and transportation services.
- c. **Local Infrastructure** – Improvements to GA airports often lead to better local infrastructure, like upgraded roads, utilities and transportation networks. These enhancements make the area more accessible and support additional development, such as hangars, FBOs and aviation-related businesses.
- d. **Tourism Support** – GA airports help bring tourists to local destinations, boosting revenue for hotels, restaurants, and attractions. They serve as gateways for recreational flyers and visitors, contributing to the local tourism industry.
- e. **Improved Access** – GA airports enhance accessibility to surrounding regions, connecting communities to medical services, business opportunities, and educational resources. They make it easier for residents and businesses to travel quickly and efficiently.
- f. **Community Benefits** – Projects that support GA airports improve quality of life by providing convenient travel options and supporting emergency services like medical flights and disaster relief. Many GA airports also host community events, flight training programs, and outreach activities that benefit local residents.
- g. **Regional Growth**– Well-maintained GA airports help regions stay competitive by attracting businesses, talent and investment. They encourage economic diversification and position the area as a hub for innovation and growth in aviation-related and non-aviation industries.

Overall, an airport project can serve as a catalyst for sustainable growth, prosperity, and development, creating long-term benefits for the region or community it serves. By fostering connectivity, economic activity, and social progress, airports play a vital role in shaping the future trajectory of a region and improving the lives of its residents.

0 categories demonstrated	0 Points.
1 to 2 categories demonstrated	5 Points.
3 to 4 categories demonstrated	10 Points.
5 to 6 categories demonstrated	15 Points.
All 7 categories demonstrated	20 Points.

PRIORITIZATION METHODOLOGY MATRIX OPERATING INSTRUCTIONS

Part B: Qualitative Special Considerations

There are 20 extra points as a special consideration or an “x” factor. These points will be helpful in delineating between projects that are close in score. The default score in Section 10 Part B will be zero.

Varying between

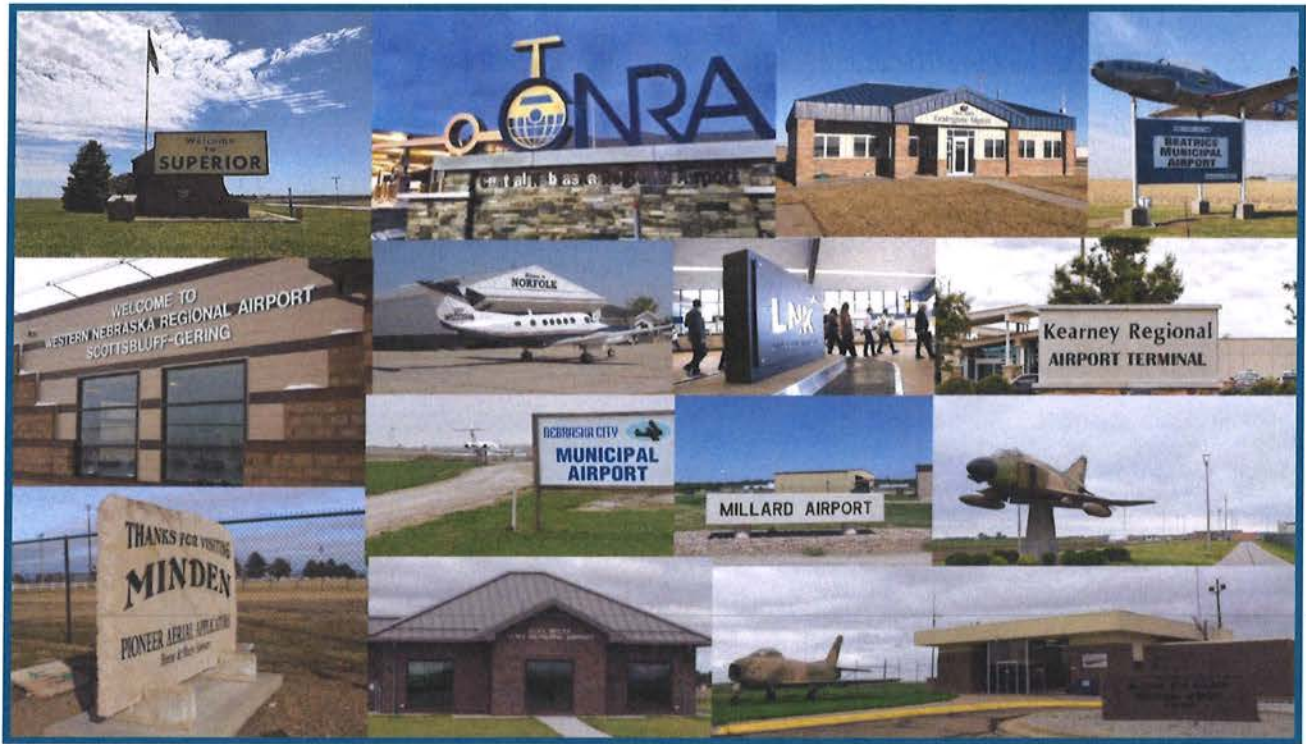
0 – 20 Points.

****NOTE:** Special Considerations has a total potential value of 40 points based on an initial value of 40 points times the category weighting of 1.0 or 100% of the total points available.

NEBRASKA

Good Life. Great Journey.

DEPARTMENT OF TRANSPORTATION



STATE AID GRANT PROGRAM

Rev 2.0 May 6, 2025

Nebraska Department of Transportation (NDOT)

Division of Aeronautics

STATE AID GRANT PROGRAM

TABLE OF CONTENTS

I.	PROGRAM OVERVIEW AND INTENT.....	1
II.	WHO IS ELIGIBLE?	1
III.	WHAT IS ELIGIBLE?.....	1
IV.	FUNDING LIMITS.....	3
V.	GENERAL REQUIREMENTS AND CONDITIONS.	4
VI.	APPLICATION.	4
VII.	HOW THE PROGRAM WORKS.....	5



STATE AID GRANT PROGRAM

I. PROGRAM OVERVIEW AND INTENT

The intent of the State Aid Grant Program is to assist in the development of public-use aviation facilities in Nebraska. This program includes state aid provided as part of a federally funded project.

The Nebraska Aeronautics Commission has two types of funds to allocate state grants: the Project Grant Fund, funded through the aviation fuels tax, and the Aeronautics Capital Improvement Fund, funded through a tax on the sales and use of aircraft.

Primary airports with scheduled, non-subsidized, commercial service are eligible to receive up to \$250,000 allocation in state aid per year in recognition of the substantial economic impact these facilities have in generating the funds used to provide state grants. Note: This allocation will be evaluated based on available funds for a given year.

Project approval and funding limits are determined by the Nebraska Aeronautics Commission. The Commission has the right to fund projects outside the scope of this program at their discretion.

II. WHO IS ELIGIBLE?

- A. ANY MUNICIPALITY operating a public-use airport. A municipality can be an airport authority, city, county, or village.
- B. Airports must have a current state license and have no licensing violations unless the request being made is to correct licensing violations.

III. WHAT IS ELIGIBLE?

To be eligible for the state aid program, the following requirements should be met:

- The project is reasonably consistent with the Nebraska System Plan for the development of the area in which the airport is located.
- The project can be completed without undue delay on the sponsor's part.
- The sponsor has sufficient funds to cover their share of the project.

The following are examples of eligible and ineligible projects. This is only a partial listing of projects. For questions on whether a project would be eligible for funding under this program, contact NDOT, Division of Aeronautics at 402-471-2371 or NDOT.AeroEngineering@nebraska.gov

STATE AID GRANT PROGRAM

A. ELIGIBLE UNDER THIS PROGRAM

1. All federal grants (AIP, BIL, etc.) are eligible for state grant matching funds, apart from hangars, fuel storage, access roads and parking lots.
2. Grading, paving, and pavement rehabilitation, including seal coating and crack sealing of runways, taxiways, and aprons.
3. Lighting of eligible paved or graded items, including a vault, electrical equipment, beacon, standby generator, reflective markers, airport lighting, etc.
4. Visual Navigational Aids (Nav aids) - PAPI, REIL, ALS, etc. and AWOS. Emphasis will be placed on nav aids for instrument runways and on those needed for obstacle clearance.
5. Airport layout plans (ALP), Environment Assessment Reports (EA), and other planning studies.
6. Obstruction mitigation or removal of objects in the runway protection zones and objects violating state licensing or Part 77 obstruction standards.* Includes the relocation of roads to allow necessary airport development.
7. Land and easement acquisition for all airport developments, including fencing and relocation.
8. Administration and terminal buildings - public-use areas only. Areas rented or reserved for private use are not eligible. Airport offices such as the manager's office or the authority's meeting room are eligible. The eligible amount will be determined by prorating the actual square feet of each area.
9. Related Items (listed below) are eligible at the same rate of participation as the item to which they are related.
 - a) Consulting and other fees, such as engineering, testing, advertising, administrative and legal fees. These fees are only eligible when the project they are related to is completed within a reasonable time. Typically, the fees are not reimbursed until after the construction/acquisition contracts are executed.
 - b) Related construction items like pavement repairs, utility relocation, incidental fencing, marking, seeding, drainage structures, ducts, etc.
10. Preliminary engineering for large projects (greater than \$1,000,000) to include 30% design, scope, pavement section and cost estimate. There are no guarantees of future funding to complete the project.

STATE AID GRANT PROGRAM

B. NOT ELIGIBLE UNDER THIS PROGRAM

Not eligible under state-aid only grant program:

- a. Security (TSA Part 1542) and guidance signs (FAR Part 139).
- b. Vehicles (SRE and ARFF) and associated buildings.
- c. Passenger lifts for commuter aircraft.
- d. Emergency Repairs. Note: Missing the standard deadline does not constitute an emergency.
- e. Other regular maintenance items to include tree trimming and removal on airport property.
- f. Paving access roads and parking lots and other landside needs.
- g. Runway development not shown on an approved ALP.
- h. Previously funded obstruction mitigation or removal. *
- i. Previously completed projects.
- j. Hangars. **
- k. Fuel storage. **

* The Aeronautics Commission will fund obstruction removal only once per area. For example, if a tree is removed as an obstruction but later regrows, removal will not be funded a second time.

** Hangars and Fuel storage are eligible under the state loan programs.

IV. FUNDING LIMITS.

State grants typically reimburse eligible project expenses at the following percentages:

- State Projects: up to 90% state funds
- State Projects acquiring land, terminal buildings or preliminary engineering: up to 50% state funds.
- Federal Projects: up to 2% state matching funds

State aid-only grants, funds are limited to \$250,000 per airport per fiscal year, except that runway rehabilitation/re-construction for state-aid only projects are limited to \$1,000,000. State matching funds requests allocated for a federal project are limited to a total of \$100,000. A federal project includes the entire scope of the federal grant. Multiple federal grants which are used to finance the same scope of work are considered one project.

A federally funded project with the same scope of work can receive funding for different phases (e.g., engineering and construction), but the total funding is capped at \$100,000. Multiple grant

STATE AID GRANT PROGRAM

applications are allowed, but the total awarded cannot exceed this cap. Funding for one phase does not guarantee funding for future phases.

These provisions do not affect the primary airport allocations outlined in Section I.

V. GENERAL REQUIREMENTS AND CONDITIONS.

- A. The existing airport and the proposed project must meet the Aeronautics licensing standards. The airport must have an approved airport layout plan (ALP), and the proposed project must follow the ALP. If not, 25% of state funds will be withheld from the sponsor until this is corrected.
- B. Any work completed prior to Commission approval must be essential to the development of the requested project and comply with the specifications in Section VII to be eligible for state aid-only grants.
- C. The sponsor must comply with all program requirements and state grant agreement assurances and conditions.

VI. APPLICATION.

- A. APPLICATION. The airport sponsor must apply for funding on a form provided by Aeronautics. A grant application form entitled "Request for a State Aid Project Application Form" is available from the Aeronautics website or by mail upon request to Aeronautics.

A completed application consists of the form, sketches, photos, supporting information, and letters of support.

The Aeronautics Engineering Division will respond with recommendations and requirements. Additional information may be requested from the sponsor.

B. DEADLINES AND ALLOCATION DATES

- 1. Applications for state aid are **due September 1**. Submission can be electronic or by mail.
- 2. Project hearings will be held at the Aeronautics Commission meeting in October. For State Aid only, you should plan on attending the October meeting in-person or on-line to present the project.
- 3. Exceptions. None.
- 4. Availability of State Funds. State funds will be available upon Commission approval as soon as the airport sponsor has completed steps A through I listed in Section VII.
- 5. One-year deadline for projects to be underway. State funds will be automatically

STATE AID GRANT PROGRAM

withdrawn, without prejudice, if a state project does not have an executed construction contract one year after the allocation of state funds. For land acquisition projects, legal notice to landowners must be sent within one year. Airport sponsors can request Commission approval for an extension to the one-year deadline if circumstances warrant it.

State funds allocated to a federal project can be carried into the next fiscal year if the project has been delayed due to unforeseen federal funding delays that are no fault of the sponsor. For these projects, the funds will expire two years from the allocation date. As stated for state projects, the sponsor can request an extension past the two-year deadline.

VII. HOW THE PROGRAM WORKS.

- A. APPLICATION is made to Aeronautics on the form referenced in Section VI.
- B. COMMISSION APPROVAL. The Nebraska Aeronautics Commission must approve all projects. Sponsors must generally present their request for aid to the Aeronautics Commission. If a Sponsor is unable to attend, either in-person or virtually, Aeronautics staff, or the Sponsor's consultant may present a project on behalf of a sponsor.
- C. STATE PRIORITIZATION METHODOLOGY MATRIX. Aeronautics runs every proposed eligible (IAW Section III A of this Program) project through the currently approved state prioritization methodology matrix. The resulting ranking of projects is used by the Nebraska Aeronautics Commission to assist in allocating state grant funds.
- D. If a proposed project DOES NOT MEET CRITERIA, it will be documented as such, excluded from the State approved prioritization methodology matrix and marked as INELIGIBLE in the materials presented to the Aeronautics Commission. The Aeronautics Commission will determine whether to address ineligible projects.
- E. LAND ACQUISITION. The sponsor must follow FAA guidelines if the airport is eligible for future federal funds. Aeronautics has a handout available on these guidelines. If the airport is not eligible for federal funds, the land must be appraised, and the appraisal must be acceptable to Aeronautics.

Once the land has been purchased, the sponsor must provide a copy of the recorded deed and either proof of title insurance or a title opinion showing the city or county as owner. Aeronautics can reimburse for the land costs only after approving these documents. No construction can begin on the new property until Aeronautics approves the title insurance document of the title opinion.

STATE AID GRANT PROGRAM

F. ENGINEER, ARCHITECT or CONSULTANT

1. Selection. Aeronautics has no formal selection requirements. Aeronautics suggests that the sponsor contact two or more consultants before hiring a qualified consultant.
2. Contract. A written contract is required, and sample contracts are available. Aeronautics must approve the contract if the costs are to be eligible.
3. Eligible Costs. Only the consulting work related to eligible construction items, or the approved scope of work is eligible for reimbursement. If ineligible construction items are built, a prorated share of the engineering costs also will be ineligible. If a construction item is designed but not built, the engineering design costs for that item are ineligible.

G. PLANS, SPECIFICATIONS AND MAINTENANCE PLAN. Aeronautics requires plans and specifications for all construction contracts exceeding \$49,999 per the Nebraska State Procurement Act (Nebraska Rev. Stat. § 73-802 through 73-819). A maintenance plan for the item being built is required for all paving projects.

1. Standard Specifications. For state-aid only projects, Aeronautics recommends using the NDOT Standard Specifications for Highway Construction and the Aeronautics general provisions.
2. Preparation. The sponsor must hire a registered engineer or architect with the appropriate qualifications to prepare these. The plans and specifications must be approved by Aeronautics before advertisement.
3. Maintenance Plan. Aeronautics will prepare a maintenance plan for the new pavement, to include the anticipated maintenance items, estimated costs and the years in which the maintenance should occur. The sponsor can use this plan or submit their own plan, which must be approved by the Aeronautics Engineering Division. A condition in the state grant agreement requires the sponsor to follow the plan.

Note: Eligible maintenance includes actions that slow the deterioration of airport infrastructure by identifying and addressing specific deficiencies. Throughout the infrastructure's useful life, the sponsor is responsible for budgeting and performing regular maintenance to maximize longevity and prevent major failures.

H. BIDDING. For construction contracts estimated to exceed \$49,999 (\$50,000 or greater), the airport sponsor must advertise for bids in the local paper. Aeronautics generally recommends that the project is advertised three times. For construction contracts that are \$49,999 or less, the sponsor may solicit informal bids. The sponsor opens the bids and then sends Aeronautics a bid tabulation with their intent to award the contract subject to Aeronautics concurrence.

STATE AID GRANT PROGRAM

- I. STATE GRANT AGREEMENT. Aeronautics will prepare a state grant based on known prices, after receiving the:
 1. bids on a construction project; or
 2. signed consultant contract on a planning project; or
 3. appraisals on a land project.
- J. EXECUTED CONTRACT. Aeronautics must concur in the award of contract. The signed contract must be bound with the proposal, bonds, specifications, etc. and one copy sent to Aeronautics.
- K. PAYING FOR THE PROJECT. The sponsor pays all costs as the work progresses. Aeronautics reimburses the sponsor upon receipt of the following documents.
 1. Engineering, Testing and Construction Charges. For state-aid only grants, these billings must be on Aeronautics' progress estimate form. A copy of the estimates, signed by the project engineer, must be sent to Aeronautics for approval. Aeronautics will check the estimates against the terms of the contract. Aeronautics recommends that the sponsor not pay these costs until Aeronautics has approved them.
 - a) Engineering & Testing. Billings based on actual charges and unit costs must be supported with time sheets, car logs, receipts, etc. If the testing is billed separately, a contract with the laboratory is required.
 - b) Construction. Aeronautics will check that time limitations and test results comply with the contract.
 - c) Change Orders. Changes to any contract must have Aeronautics approval or the costs may not be eligible. Change orders should be approved prior to implementation of the change. Failure to do so will affect eligibility.
 2. Other Charges. Generally, one copy of an itemized statement is required.
 - a) Publication. Proof of publication is required.
 - b) Legal. The statement must itemize the dates worked, who did the work, what was done, how many hours were worked on that date and the rate per hour. Expenses also must be itemized.
 - c) Appraisal. A contract and an itemized statement are required.
 3. Aeronautics Administration. Aeronautics administrative charges are actual staff time and expenses spent on each project. These charges can vary considerably depending

STATE AID GRANT PROGRAM

on the project's complexity. Aeronautics does not bill the administrative costs but subtracts them from the state grant funds. These costs are eligible for reimbursement. NO CHARGES FOR **STAFF TIME** WILL BE MADE FOR WORK DONE ON PROJECTS AFTER JULY 1, 2023.

4. Summary of Project Costs. Aeronautics will prepare a Summary of Project Costs when sufficient charges are accumulated. The Statement will list all project costs submitted to date, ineligible costs, and the state's share of these costs. Aeronautics subtracts their project specific expenses from the state's share instead of billing the sponsor separately. The sponsor must return the signed Statement before state funds can be forwarded.

All funds are sent electronically to the Sponsor's designated bank account. The Sponsor completes a W9 ACH Enrollment Form provided by Aeronautics identifying the account. It normally takes 5 to 7 business days from receipt of the Statement of Cost until the funds are sent.

L. PROJECT CLOSE OUT.

1. Final Construction Progress Estimates must include:
 - a) As-built plans (one set).
 - b) Explanation of overruns and underruns.
 - c) Final working/calendar day count.
 - d) As-built airport layout plan, if necessary.
2. Upon receipt of these items, Aeronautics will send a Certificate of Completion and Release to the contractor for signature. The contractor also must send in a Department of Labor Form 16 showing payment of all unemployment insurance. Aeronautics will not approve the final estimate until receipt of all items.
3. Final Costs. After all final construction estimates are approved, Aeronautics will send a worksheet to the sponsor listing all grant costs. The sponsor will have 30 to 45 calendar days to submit any additional costs previously overlooked. The sponsor also must send in copies of the cancelled checks (front & back) written for the grant.
4. Project Overruns. If costs have exceeded the approved state funds, the sponsor may request from the Commission at the scheduled October meeting an increase in funding of up to fifteen percent (15%). Overruns must be carefully and thoroughly justified.
5. Final Statement of Cost. The sponsor's signature on this shows their agreement of the

STATE AID GRANT PROGRAM

settlement of all costs. Aeronautics will close the grant when the final funds are sent to the sponsor.

6. Grant Closeout. State-aid only grants are officially closed by vote of the Aeronautics Commission.

