

Airport Calendar and Timeline

Critical Date

Activity

In Spring

Schedule a "Needs Meeting" with MnDOT Aeronautics if desired

April

In April

Survey pavement for crack repair and painting needs

4/1/2017

Provide "Budget Level" estimates for projects desiring FY 19 State Airport Funds over \$1M to Aeronautics leadership for inclusion in Budget Request for Appropriation or Bonding

4/11/2017

Non-Part 139 airports submit 90% plans and specs to FAA at least 30 days prior to advertising

4/15/2017

Airports may submit 3rd quarter (January – March) M&O expenses

May

In May

Check farming setbacks

5/9/2017

NPIAS Airports without FAA project submit entitlement transfer agreements to FAA

5/15/2017

LAST DAY to submit 3rd quarter (January – March) M&O expenses

5/18/2017

MnDOT Aero selects projects for FAA State Apportionment Funding FFY 19/20/21

June

In June

Inspect hangars for condition and compliance with leases

6/1/2017

Last Day to provide estimates for inclusion in FY 19 SAF Appropriation or Bonding

6/5/2017

Airports with FAA project submit grant request to MnDOT Aeronautics

6/30/2017

Last day of State Fiscal Year 2017

July

7/1/2017

State Fiscal Year 2018 begins

7/1/2017

Aircraft Registration payments due

7/5/2017

LAST DAY for MnDOT to submit Grant Applications to FAA ADO.

7/15/2017

Airports may submit 4th quarter (April – June) M&O expenses

August

In August

Review the snow and ice control plan, hold annual meeting with tenants

8/15/2017

LAST DAY to submit 4th quarter (April – June) M&O expenses

September

In September

Review the airport website, update Minnesota Airport Directory and Travel Guide listing

In September

As Budget is prepared; include the local match for airport projects as needed

9/21/2017

LAST DAY that AIP Grant Offers can be signed by Airports and returned to the FAA.

9/30/2017

Last day of Federal Fiscal Year 2017

October

In October

Airports update CIP online - using a **20 year vision**

<http://www.dot.state.mn.us/aero/airportdevelopment/cip.html#min>.

In October

Airports with FAA project update SAMS

October – March

Trim trees during this time frame to avoid disturbing Northern Long-eared Bats

10/1/2017

Federal Fiscal Year 2017 begins

10/1/2017

Permits must be in place for projects seeking FAA Discretionary 2017 grants

10/15/2017

Airports may submit 1st quarter (July – September) M&O expenses

10/31/2017

MnDOT Aero polls CIP and transfers NPIAS project list to FAA for ACIP

November

In November NPIAS airports update the based aircraft listing @ basedaircraft.com
11/15/2017 LAST DAY to submit 1st quarter (July – September) M&O expenses
11/30/2017 FAA polls based aircraft data for NPIAS Report to Congress

December

In December Trim trees and brush from wetland areas that are inaccessible in the summer months
12/01/2017 Airports with FAA project submit AIP pre-application package to MnDOT Aero
12/15/2017 MnDOT Aero reviews for concurrence, submits AIP pre-application to FAA ADO

January

In January Review the snow and ice control plan, identify equipment needs for next winter
1/9/2018 Part 139 Airports submit 90% plans & specs to FAA at least 90 days prior to advertising
1/16/2018 Airports may submit 2nd quarter (October – December) M&O expenses
1/16/2018 Draft scope of work for Master Plan grant projects due to FAA & MnDOT Aero
1/20/2018 Airports with FAA project submit professional services agreements to FAA ADO

February

2/1/2018 MnDOT Aero polls CIP and creates a Project Priority list for State Funded projects
2/1/2018 Airports with FAA project submit preliminary design report to FAA and MnDOT Aero
2/8/2018 Construction Safety Phasing Plans are due in OEAAA for airports with FAA project
<https://oeaaa.faa.gov/oeaaa/external/portal.jsp>
2/15/2018 LAST DAY to submit 2nd quarter (October – December) M&O expenses
February Airports advertise construction projects - Letting dates may vary depending on
to June 2018 Federal legislation – Grant requests may be submitted when bids are ready

March

In March Complete tree and brush trimming in problem areas

Definitions

ADO Airports District Office
ACIP Airports Capital Improvement Program (the FAA version of the CIP)
AIP Airport Improvement Program
CIP Capital Improvement Program
FAA Federal Aviation Administration
FAR Federal Aviation Regulation
M&O Maintenance and Operations
Non-Part 139 An airport that does not have airline service and/or meet the standards of FAR Part 139
NPIAS National Plan of Integrated Airport Systems
OEAAA Obstruction Evaluation / Airport Airspace Analysis
Part 139 An airport that has airline service and/or meets the standards of FAR Part 139
SAF State Airport Funds