

**State Block Grant Program
Memorandum of Agreement
Between
The Federal Aviation Administration
Detroit Airports District Office
And
State of Michigan, Department of Transportation
Bureau of Aeronautics and Freight Services**

A Memorandum of Agreement (hereinafter referred to as "MOA") by and between the Bureau of Aeronautics and Freight Services, representing the Michigan Department of Transportation (hereinafter referred to as "BAFS" and "MDOT") and the Detroit Airports District Office, representing the Federal Aviation Administration (hereinafter referred to as "DET-ADO" and "FAA") to implement FAA's State Block Grant Program (hereinafter referred to as "SBGP") to improve general aviation airports in Michigan.

WHEREAS, Title 49 USC §47128, authorizes the Federal Aviation Administration's (FAA's) current SBGP; FAA regulation 14 CFR, Part 156 discusses how FAA carries out the SBGP. FAA Order 5100.38, *Airport Improvement Program Handbook, paragraphs 1090-1099*, provides guidance for "...administering a block grant made under this section" (49 USC §47128(b) (1)), and

WHEREAS, MDOT was selected by the Federal Aviation Administration to manage federal airport aid funds for nonprimary airports included under the FAA SBGP, and

WHEREAS, This Memorandum of Agreement (MOA) effective as of the date signed by both parties will replace the previous agreement dated March 16, 1993, and

WHEREAS, in mutual agreement, MDOT and FAA document and execute these understandings and commitments in written form by representatives of each party.

NOW, THEREFORE, MDOT and FAA do attest to the following understandings and commitments with respect to the FAA SBGP:

1. **Term of this Agreement**

Unless otherwise stipulated, the responsibility of MDOT in carrying out the terms of this agreement and the SBGP will begin with acceptance of this agreement and run concurrently with current funding authorization or 5 years, whichever occurs first.

The FAA will issue MDOT a Block Grant yearly for each of the five fiscal years beginning the fiscal year following the execution of this agreement. The DET-ADO may issue additional Block Grants if circumstances require. Block Grant

issuance will occur as soon as practicable after the FAA has received its budget authorization to issue AIP grants. Non-primary entitlement funds must be obligated within three (3) years and expended within four (4) years. No construction to be funded with AIP Discretionary funds can start prior to the FAA awarding the SBG containing those funds.

The DET-ADO and MDOT will perform a review of this SBG agreement, within ninety (90) calendar days of any applicable legislative provision becoming law or regulatory provision taking effect, to determine the need for a new SBG agreement or amendment.

MDOT or FAA may elect to amend or terminate this agreement at the start of a new fiscal year with ninety (90) days prior written notice. MDOT also agrees that it will continue to administer SBGP projects placed under grant even though the final phases of administration and closeout of such projects may continue beyond the date MDOT no longer participates in the program.

2. Airports Included

The State will be responsible for monitoring project accomplishments at all airports covered by the SBGP to assure that all agreements and assurances with airport sponsors are met during the program, except that Part 139 requirements will continue to be FAA responsibilities where applicable.

Commercial service airports that change from primary to non-primary status will continue to be the responsibility of the FAA for three years. After three years, the airport will be included in the SBG and oversight transferred to MDOT. The DET-ADO will retain responsibility for administering and closing grants that were issued by the FAA. Airports within the SBG that change from non-primary to primary will be removed from subsequent SBG in the first fiscal year primary entitlements are available. MDOT will retain responsibility for administering grants issued while the subject airport was within the SBG. See Attachment A.

3. Review

Ongoing review of the Program by FAA is required by Title 49 USC § 47128. An advisory team comprised of DET-ADO representatives will conduct evaluations which may include visits to project sites and the MDOT offices. This review will include a yearly program evaluation, random periodic project reviews and general program administrative review. A summary report from MDOT may be required.

4. Personnel

MDOT shall maintain sufficiently qualified personnel to fulfill all of its professional, technical and administrative obligations under this MOA.

5. **Federal Regulations**

In carrying out this program, MDOT will comply with all Federal laws, regulations and executive orders set forth in Attachment B. MDOT also acknowledges awareness of FAA policy and guidance in the form of Orders which have applicability to the state block grant program and are set forth in Attachment B. The DET-ADO will provide advice, interpretation and guidance on any documents referenced in Attachments B and C.

6. **FAA Relationship to Block Grant sponsors and consultants**

The FAA will refer sponsors/consultants to MDOT to answer project specific questions on active and proposed block grant projects. In the event there is a dispute between the sponsor/consultant and MDOT, the parties may contact the FAA for advice. However, MDOT is ultimately responsible for project administration.

7. **Role of FAA**

DET-ADO shall serve as primary contact for MDOT on questions regarding policy, eligibility, and overall guidance.

8. **Land Use Zoning**

MDOT will assist airports in their efforts to protect against encroachment of incompatible land use. The State will assume a high-level of responsibility for helping airport sponsors establish zoning protection to safeguard the Federal investment in an airport.

9. **Runway Safety Area Determinations**

A runway safety area determination must be made prior to issuance of any subgrant under the SBGP for any project of runway construction, reconstruction, or significant expansion in accordance with FAA Order 5200.8, *Runway Safety Area Program*, current edition. Preferably, the RSA determination should be completed prior to the project being included in the CIP and ideally as part of the ALP approval process. The RSA determination should follow the format previously provided to MDOT by the DET-ADO. MDOT will prepare and sign those RSA determinations where the determination is that a) the existing RSA meets the current standards contained in FAA Advisory Circular 150/5300-13, *Airport Design*, or b) the existing RSA does not meet the current standards but it is practicable to improve the RSA so that it will meet current standards. Should the ADO disagree with any RSA determination prepared and signed by MDOT, the DET-ADO will discuss with MDOT the area(s) of disagreement and request that MDOT revise the determination. The DET-ADO retains the authority to

modify and reissue any MDOT RSA determination. A copy of the RSA determinations issued by MDOT will be provided to the DET-ADO for database entry.

MDOT will provide a draft RSA determination to the DET-ADO where the proposed determination is that (1) the existing RSA can be improved to enhance safety, but the RSA will still not meet current standards, or (2) the existing RSA does not meet current standards, and it is not practicable to improve the RSA. The latter RSA determinations must be signed by the FAA Great Lakes Region's Airports Division Manager, therefore, the draft RSA determination should be provided to the DET-ADO at least 60 days prior to issuance of the applicable subgrant.

10. Program Responsibilities

Airport actions under the AIP that would normally be under FAA's scope become State actions under the SBGP. Attachment D contains a list of roles and associated responsibilities which serves as a nonexclusive guide of tasks to be performed under the SBGP. Revisions to this list will require agreement between the State and DET-ADO, as witnessed by the signature of their authorized representatives.

11. Funds Control

MDOT will establish rules to govern the co-mingling of AIP funds from multiple appropriation years, including both use and reporting of funds, as well as close-out process. Non-primary entitlement funds must be obligated within three (3) years and expended within four (4) years. MDOT will report to the DET-ADO on how the specified entitlement amounts were used at the end of four years after such block grant has been issued. If a subgrant for the non-primary entitlements is not issued within the four-year period, the funds will be considered excess and recovered by the DET-ADO.

12. Capital Improvement Plan

FAA Order 5100.39, *Airports Capital Improvement Plan (ACIP)*, outlines requirements to establish a capital improvement plan (CIP) as a rolling three-year planning document.

MDOT will work with the DET-ADO to update the CIP as required to accomplish SBGP programming. MDOT will use its own priority rating system for administration of apportionment and non-primary airport entitlement funds under the SBGP. If MDOT is pursuing discretionary funding for a project, MDOT will be required to clearly identify all phases of the project, proposed funding sources and types of funds. Discretionary fund planning ceilings for the SBG will be distributed to MDOT as soon as available to DET-ADO. MDOT will provide a

current CIP, based on a three year rolling plan that is within the discretionary fund planning ceiling limitations established by DET-ADO for the associated funding years. Priority ranking of projects for each airport receiving funding will be included to assist FAA with overall planning and programming decisions related to the State of Michigan.

The updated CIP will be submitted to the DET-ADO by **December 15** of each calendar year, unless requested earlier. In the event that an alternative date is requested by the FAA for the CIP update, the DET-ADO will inform MDOT as soon as new deadlines are identified and become available to the DET-ADO. MDOT agrees to make every reasonable effort to meet an alternative date that is requested by the FAA.

A planning and financial plan will be required for any project that will depend on more than \$5 million in Discretionary funds (in aggregate). This plan shall be submitted to the DET-ADO with the Discretionary request. MDOT will also prepare Benefit/Cost Analyses (BCAs) as required consistent with FAA policy.

13. Reporting

MDOT will provide quarterly status reports to the DET-ADO covering:

- a) MDOT's current plan for spending Airport Improvement Program (AIP) state apportionment funds for past, current and future years (electronic spreadsheet format);
- b) Grants received under the SBGP and subgrants awarded, clearly delineating funding sources by project, location, and funding year, and identifying any subsequent reimbursements planned (electronic spreadsheet format); and
- c) Standard Form 272, Federal Cash Transactions Report.

14. Limitations

MDOT may not use SBGP funds to accomplish projects, which are not eligible under Title 49 USC, Chapter 471, as interpreted by the FAA, nor at airports, which are not eligible for grants under Title 49 USC, Chapter 471.

The SBG will include all non-primary airports within the State of Michigan, with the exception of Detroit-Willow Run Airport.

15. Airport Sponsor Adherence to Standard Assurances

Each recipient of federal funds under this program shall be required to adhere to the standard airport sponsors assurances as provided by FAA and such assurances shall be incorporated into the terms and conditions of the subgrant agreement issued to the sponsor by MDOT.

16. Project Completion

All projects funded with AIP funds, particularly Discretionary funds, are expected to be completed expeditiously and properly phased to use the funds in a reasonable timeframe. Each project should result in usable units of work.

17. Accounting and Audits

MDOT must have an accounting method that accurately reflects expenditures of SBGP funds. All SBGP projects are subject to the same audit requirements as any other grant and must comply with Order 5100.38, as amended. These reporting and auditing requirements may be supplemented from time to time by FAA Headquarters or Regional policies in order to comply with new statutory requirements, including the Federal Financial Accountability and Transparency Act (FFATA).

18. Construction Specifications

The construction specifications used for projects under this program shall be those promulgated by FAA in the Advisory Circulars or such MDOT construction specification as pre-approved by FAA. Any project complying with either FAA or FAA-approved MDOT standards shall be deemed to meet federal standards for the purpose of future federally funded projects.

19. Records Retention/Availability

MDOT will provide status reports when sought by the FAA. MDOT will maintain files on the status and history of each project. These files will be available to the FAA at any reasonable time for their review. In addition, MDOT will provide DET-ADO with copies of each subgrant agreement when it is executed. MDOT will retain sub-grant project files with a process and time frame that meets or exceeds FAA requirements as outlined in FAA Order 1350.15, *Records Transfer and Destruction Standards*. MDOT will also make historical project documentation accessible to airport sponsors and consultants for use in subsequent planning and environmental processes.

20. Site Selection

MDOT will provide to the FAA, through the DET-ADO, a review and recommendation for approval of any site selection where federal funds or future inclusion in the NPIAS is anticipated.

21. Airport Sponsor Required to have Approved Airport Layout Plan (ALP)

No development project grant will be issued under this program unless the Sponsor has an approved Airport Layout Plan (ALP) depicting the proposed work.

Under the SBGP, MDOT must coordinate an ALP with all interested parties, including the FAA, and approve it. The ALP will be in accordance with the Great Lakes Region PPM 5310.1, FAA Advisory Circular 150/5070, *Airport Master Plans* and requirements promulgated by the DET ADO. MDOT will provide the DET ADO with one copy of the final approved ALP.

22. Design Criteria

The geometric and design standards used for projects under this program will be those promulgated by the FAA in the Advisory Circulars. Any request for a modification to standards must come to the DET ADO through MDOT with their review and recommendation for approval. Any request sent directly to the FAA by a sponsor or sponsor's consultant to modify standards for a state block grant project will be immediately referred to MDOT for their action.

23. Environmental Responsibilities

SBGP Projects

The DET-ADO reserves the right to review and comment, at its discretion, on any environmental document prepared for projects funded under the SBGP. MDOT agrees to consider and reconcile such comments.

Federal Actions Connected to SBGP Projects

When airport development actions are to be conducted outside the purview of the SBGP such projects are considered "Federal actions" and are subject to relevant FAA environmental analysis per requirements of FAA Orders 5050.4 and 1050.1. The actions listed below are not authorized under the SBGP and occur clearly outside of its scope. FAA organizations retain NEPA review responsibility for the following:

- a) SBGP airport actions for which MDOT requests AIP discretionary funds to supplement SBGP funding for a specific airport project at a specific location and FAA anticipates providing those funds,
- b) Airport noise compatibility planning, including approval of airport noise compatibility programs under 14 CFR Part 150,
- c) Airport land releases, including approval of such releases,
- d) Approval of an airport location (new airport),
- e) Installing or moving FAA-owned navigational equipment,
- f) Establishing or revising air traffic and flight procedures.

Environmental Document Preparation

Paragraph 23, items a-f, above, list those Federal actions that may be connected to airport actions that are funded under the SBGP. Because those connected Federal actions fall outside the SBGP they remain under the purview of an FAA organization and are subject to NEPA. In preparing environmental documents for SBGP projects and for those projects considered Federally-connected actions, MDOT shall cooperate with the responsible FAA organization as it prepares the necessary environmental document to address both the State "NEPA-like" requirements, as well as the Federal NEPA responsibilities. Environmental document processing for SBGP and Federal actions is explained in FAA Order 5050.4, Paragraph 214.

24. Wildlife Management

MDOT agrees to address hazardous wildlife attractant issues on or near airports, in accordance with Advisory Circular 150/5200-33, as follows:

- a) On landfill proposals, the MDOT shall evaluate the proposal and forward its draft determination to the DET-ADO for concurrence. Following receipt of FAA concurrence, the MDOT shall send a letter to the proponent with the final determination.
- b) On other proposals with land use practices that could potentially attract wildlife hazards, the MDOT shall evaluate the proposal and issue the determination to the proponent with a copy to the DET-ADO.

25. Congressional Inquires

Congressional inquiries about all matters concerning the SBGP will be referred to DET-ADO. MDOT will provide assistance as requested. The DET-ADO will respond to the congressional office. DET-ADO will copy MDOT on all congressional responses.

26. Request for Release of Land

MDOT shall be responsible for review of requests for release of airport land made by sponsors. Once MDOT has reviewed the land release requests, they will be submitted, along with MDOT's recommendation, to the DET-ADO for coordination and final approval. DET-ADO will consider MDOT's recommendation before making land release decisions.

27. Letter of Credit Drawdowns

Drawdown of federal funds will be by letter of credit referencing Block Grant number.



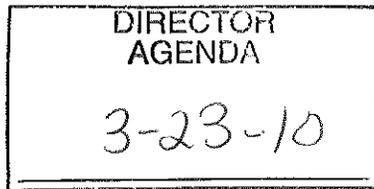
AGREED AS WRITTEN:

Neil P. Stendle
Director, Michigan Department of Transportation

3-25-10
Date

J. W. Mayfield Jr.
Manager, Detroit Airports District Office
Federal Aviation Administration

3-25-10
Date



Attachment A
Airports Not Included in the State Block Grant Program

Airport Name	Identifier	Previous Hub Size	Current Hub Size	Year Changed	Comments
Alpena County Regional	APN	PR - Non Hub	NP - CS	2007	Add to SBG 2011
Charlevoix Municipal	CVX	PR - Non Hub	NC	N/A	
Detroit Metro	DTW	PR - Large	NC	N/A	
Escanaba - Delta County	ESC	PR - Non Hub	NP - CS	2009	Add to SBG 2012
Flint - Bishop International	FNT	PR - Small	NC	N/A	
Grand Rapids - Gerald R. Ford International	GRR	PR - Small	NC	N/A	
Houghton County Memorial	CMX	PR - Non Hub	NC	N/A	
Kalamazoo/Battle Creek International	AZO	PR - Non Hub	NC	N/A	
Lansing - Capital Area Regional International	LAN	PR - Non Hub	NC	N/A	
Marquette - Sawyer International	SAW	PR - Non Hub	NC	N/A	
Muskegon County	MKG	PR - Non Hub/Special	NC	N/A	
Pellston Regional of Emmet County	PLN	PR - Non Hub	NC	N/A	
Saginaw - MBS International	MBS	PR - Non Hub	NC	N/A	
Sault Ste. Marie - Chippewa County International	CIU	PR - Non Hub	NC	N/A	
Traverse City - Cherry Capital	TVC	PR - Non Hub	NC	N/A	
Detroit - Willow Run	YIP	NP - RL	NC	N/A	
CS - Commercial Service	NP - Non Primary				
GA - General Aviation	NC - No Change				
PR - Primary	N/A - Not Applicable				
RL - Reliever					

Signed:

Paul J. Stendel

Director, Michigan Department of Transportation

3-25-10

Date

John Casfield

Manager, Detroit Airports District Office
 Federal Aviation Administration

3-25-10

Date

Attachment B

Required Statutory and Regulatory References¹

1. Title 49, U.S.C., subtitle VII, as amended.
2. Davis-Bacon Act - 40 U.S.C. 276(a), et seq.²
3. Federal Fair Labor Standards Act - 29 U.S.C. 201, et seq.
4. Hatch Act - 5 U.S.C. 1501, et seq.²
5. Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 Title 42 U.S.C. 4601, et seq.^{2,3}
6. National Historic Preservation Act of 1966 - Section 106 - 16 U.S.C. 470(f).²
7. Archeological and Historic Preservation Act of 1974 - 16 U.S.C. 469 through 469c.²
8. Native Americans Grave Repatriation Act - 25 U.S.C. Section 3001, et seq.
9. Clean Air Act, P.L. 90-148, as amended.
10. Coastal Zone Management Act, P.L. 93-205, as amended.
11. Flood Disaster Protection Act of 1973 - Section 102(a) - 42 U.S.C. 4012a.²
12. Title 49, U.S.C., Section 303, (formerly known as Section 4(f))
13. Rehabilitation Act of 1973 - 29 U.S.C. 794.
14. Civil Rights Act of 1964 - Title VI - 42 U.S.C. 2000d through d-4.
15. Age Discrimination Act of 1975 - 42 U.S.C. 6101, et seq.
16. American Indian Religious Freedom Act, P.L. 95-341, as amended.
17. Architectural Barriers Act of 1968 -42 U.S.C. 4151, et seq.²
18. Power plant and Industrial Fuel Use Act of 1978 - Section 403- 2 U.S.C. 8373.²
19. Contract Work Hours and Safety Standards Act - 40 U.S.C. 327, et seq.²
20. Copeland Antikickback Act - 18 U.S.C. 874.²
21. National Environmental Policy Act of 1969 – U.S.C. 4321 et seq.²
22. Wild and Scenic Rivers Act, P.L. 90-542, as amended.
23. Single Audit Act of 1984 - 31 U.S.C. 7501, et seq.³
24. Drug-Free Workplace Act of 1988 - 41 U.S.C. 702 through 706.

Executive Orders

25. Executive Order 11246 - Equal Employment Opportunity²
26. Executive Order 11990 - Protection of Wetlands
27. Executive Order 11998 – Flood Plain Management
28. Executive Order 12372 - Intergovernmental Review of Federal Programs.
29. Executive Order 12699 - Seismic Safety of Federal and Federally Assisted New Building Construction²
30. Executive Order 12898 - Environmental Justice

¹ Corresponds to references included in "Terms and Conditions of Accepting Airport Improvement Program Grants" (revised June 2005).

² These do not apply to airport planning sponsors.

³ These do not apply to private sponsors.

Federal Regulations

31. 14 CFR Part 13 - Investigative and Enforcement Procedures.
32. 14 CFR Part 16 - Rules of Practice For Federally Assisted Airport Enforcement Proceedings.
33. 14 CFR Part 150 - Airport noise compatibility planning.
34. 29 CFR Part 1 - Procedures for predetermination of wage rates.²
35. 29 CFR Part 3 - Contractors and subcontractors on public building or public work financed in whole or part by loans or grants from the United States.²
36. 29 CFR Part 5 - Labor standards provisions applicable to contracts covering federally financed and assisted construction (also labor standards provisions applicable to non-construction contracts subject to the Contract Work Hours and Safety Standards Act).²
37. 41 CFR Part 60 - Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor (Federal and federally assisted contracting requirements).²
38. 49 CFR Part 18 - Uniform administrative requirements for grants and cooperative agreements to state and local governments.³
39. 49 CFR Part 20 - New restrictions on lobbying.
40. 49 CFR Part 21 - Nondiscrimination in federally-assisted programs of the Department of Transportation - effectuation of Title VI of the Civil Rights Act of 1964.
41. 49 CFR Part 23 - Participation by Disadvantage Business Enterprise in Airport Concessions.
42. 49 CFR Part 24 - Uniform relocation assistance and real property acquisition for Federal and federally assisted programs.^{2,3}
43. 49 CFR Part 26 - Participation By Disadvantaged Business Enterprises in Department of Transportation Programs.
44. 49 CFR Part 27 - Nondiscrimination on the basis of handicap in programs and activities receiving or benefiting from Federal financial assistance.²
45. 49 CFR Part 29 - Government wide debarment and suspension (non-procurement) and government wide requirements for drug-free workplace (grants).
46. 49 CFR Part 30 - Denial of public works contracts to suppliers of goods and services of countries that deny procurement market access to U.S. contractors.
47. 49 CFR Part 41 - Seismic safety of Federal and federally assisted or regulated new building construction.²

Office of Management and Budget Circulars

48. A-87 - Cost Principles Applicable to Grants and Contracts with State and Local Governments.
49. A-133 - Audits of States, Local Governments, and Non-Profit Organizations.

ATTACHMENT C

This attachment lists key provisions of applicable FAA Orders that should be incorporated by specific reference in the state block grant agreement. The purpose is to ensure that block-grant states fully understand their legal obligations under the SBG program, and the FAA's oversight responsibilities in the various program areas.

1. FAA Order 5050.4B ("National Environmental Policy Act Implementing Instructions for Airport Projects"), with particular reference on Paragraph 210 ("The State Block Grant Program"). However, this paragraph includes references to the applicability of other requirements throughout the Order, based on Federal laws including but not limited to NEPA.
2. FAA Order 5100.38C ("Airport Improvement Program Handbook"), with particular reference to:
 - Chapter 1, Sections 1-3 which provide general background on the statutory provisions governing the Airport Improvement Program.
 - Chapter 10, Section 9 ("Block Grant Procedures"), with particular focus on Paragraphs 1090-1097.
3. FAA Order 5100.39A ("Airport Capital Improvement Plan"), particularly Paragraph 10 ("Use of Other Priority Systems").
4. FAA Order 5190.6A ("Airport Compliance Requirements"), particularly Chapter 3 ("Exclusive Rights") and Chapter 4 ("Obligations of Airport Owners").

ATTACHMENT D: PROGRAM RESPONSIBILITIES

Airport actions under the AIP that would normally be under FAA's scope become State actions under the SBGP. MDOT and FAA have program responsibility for airport actions, as described in the following Tables.

ADMINISTRATIVE RESPONSIBILITIES			
TASK/FUNCTION	STATE	FAA	COMMENTS
Airport (Non-primary Commercial Service)	X		
Airport (Reliever GA)	X		
Airport (Non-Reliever GA)	X		
Funding Privately Owned Airports- Approval	X		
Sponsor Eligibility	X		
Approve SBGP Funds for Airport Action	X		
Records Retention	X		3 years beyond financial completion of block grant
Facilities & Equipment (F&E) Budget Requests	X	X	Coordinate with ATO
Funds Control/Obligation Goals	X		
Congressional Inquiries	X		Copy of reply to DET-ADO
Civil Rights	X		Per Agreement with FAA Civil Rights Office

LAND RESPONSIBILITIES			
TASK/FUNCTION	STATE	FAA	COMMENTS
Appraisals	X		
Relocation	X		
Title Opinion	X		
Donated Land Value	X	X	Coordinate with DET-ADO
Property Interest Prior to Construction	X		
Exhibit A, Property Map Revision/ Update	X		

CONSTRUCTION RESPONSIBILITIES			
TASK/FUNCTION	STATE	FAA	COMMENTS
FAA Reimbursable Agreement	X	X	Coordinate with DET-ADO
Review Safety and Phasing Plan	X		

Construction Inspection –Interim	X		
Construction Inspection – Final	X		
Pre-Construction Conference	X		
User Coordination	X		
Change Orders	X		
Update FAA Form 5010	X		
Data for Approach Procedures	X	X	Submission in accordance with established timelines
As-Built Record Drawings	X		
Advertising for Bids	X		
Award to Low Bidder	X		
Reasonableness of Cost	X		
Non-AIP Separate Records	X		
Wage Rates	X		
EEO & Wage Rate Posters	X		
Bond Payment/Performance	X		
Construction Contracts	X		
Shutdown Schedule Coordination	X		
Contract for Utility Relocation	X		
Force Account Work Approval		X	Coordinate with DET-ADO for State Force Account Work
Debarment List	X		
No Work Prior to Federal Grant Execution	X		
Comply with Airspace	X		
Notice to Proceed	X		
Material Testing	X		
Construction Inspection Report	X		

PAYMENT RESPONSIBILITIES			
TASK/FUNCTION	STATE	FAA	COMMENTS
Payment via Letter of Credit	X		
Final Payments	X		
Partial Payments	X		No advance payments
Obligation Schedule	X		Submit to DET-ADO quarterly
Tracking Expenditures of Federal Funds	X		Submit to DET-ADO quarterly

AIRSPACE RESPONSIBILITIES			
TASK/FUNCTION	STATE	FAA	COMMENTS
Changes to Airport Layout Plan	X	X	Coordinated with DET-ADO, approved by MDOT.
Construction Equipment	X	X	Coordinated with DET-ADO,

			approved by MDOT.
Safety/Phasing Plan	X	X	Coordinated with DET-ADO, approved by MDOT.
Non-rule Making Actions (NRA) Studies	X	X	Coordinated with DET-ADO, approved by MDOT.
Local Airport Events	X	X	Coordinated with DET-ADO, approved by MDOT.

DESIGN RESPONSIBILITIES			
TASK/FUNCTION	STATE	FAA	COMMENTS
Pre-Design Meeting	X		
Plans/Spec. Review	X		
Plans/Spec. Certification	X		
Plans/Spec. Approval	X		
Relocation of NAVAIDS	X	X	Coordinate with DET-ADO to facilitate coordination with FAA ATO
Design Variance Approval/Modification to Standards	X	X	MDOT submit request and recommendations to DET-ADO
Coordinate with State and Federal Highway Office	X		
Pavement Design/Materials	X		
Consultant Selection	X		
ARFF & Snow Removal Equipment Specs	X		Comply with Advisory Circular, no modifications

COMPLIANCE RESPONSIBILITIES			
TASK/FUNCTION	STATE	FAA	COMMENTS
Land Release	X	X	MDOT reviews proposal and requests FAA concurrence. FAA must approve.
Surplus Property Program		X	
Surplus Property Release	X	X	MDOT reviews proposal and request FAA concurrence. FAA must approve.
Sub-Grant Special Conditions	X		
Clear Approaches	X		
Compatible Land Use	X		
Landfills	X	X	Review proposal, FAA concurrence
GA Safety Inspections	X	X	FAA responsible for GA Part 139 airports.
Informal Complaints	X	X	MDOT responsible for

			investigation and resolution of informal complaints. If resolution unsuccessful, DET-ADO will assist and/or resolve.
Formal Complaints		X	
Compliance Determination FAA Order 5190.6A	X	X	Coordinate the DET-ADO

PLANNING RESPONSIBILITIES			
TASK/FUNCTION	STATE	FAA	COMMENTS
State System Plan update	X		Once every 5 years, at a minimum.
Determining Eligibility & Timing of Airport Actions	X		
National Environmental Policy Act (NEPA)	X	X	State – State Apportionment and Non-Primary Entitlement projects FAA – Discretionary projects
Public Coordination	X		
Planning Grants	X		
NPIAS Updates	X	X	Coordinate with DET-ADO
New NPIAS Site	X	X	MDOT request & provide rationale
Airport Layout Plan Approval	X		
Instrument Approach Procedures	X	X	Submission in accordance with established timelines
TASK/FUNCTION	STATE	FAA	COMMENTS
iOE/AAA Airport Data Base	X	X	MDOT inputs runway data.
Part 150		X	FAA – Part 150 Studies & Technical Assistance
Congressionally Mandated Projects	X	X	Projects must be funded or justification provided for not funding projects.
Executive Order 12372, Intergovernmental Review	X		
Zoning Ordinances	X		
Coordination with Local Councils of Governments or Other Appropriate Local Agencies	X		
Priority System	X	X	In conjunction with Regional guidance

ADDITIONAL RESPONSIBILITIES

The following reports/information is to be submitted to the DET-ADO by MDOT:

Reports/Submittals	Timing
Master Airport Sponsor Certification	Included in grant application
Grant expenditures & summary report	Quarterly & as requested
Copy of sub-grants	As issued
Copy of approved ALP's	Continuous
Copy of Congressional replies	Continuous
Compliance findings	Continuous
Summary reports	At Grant Closeout
NPIAS update	Continuous
Civil Rights report to AGL-9	If requested (State must have on file)
Terminal Area Forecast update	When requested