LOUISIANA DEPARTMENT OF TRANSPORTATION & DEVELOPMENT

Office of Multimodal Commerce
Aviation Division
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John Bel Edwards, Governor
Eric Kalivoda, Secretary
Renee A. Lapeyrolerie, Commissioner

5/1/2023

RE: 2024-2025 Airport Construction and Development Priority Program Guidance

Greetings Louisiana Airport Sponsors:

The purpose of this letter is to provide you with guidance for the FY 2024-2025 Airport Construction and Development Priority Program (ACDPP). The key dates for the ACDPP are:

1. June 30, 2023: Draft Capital Improvement Plan (CIP) for review (optional)
2. September 1, 2023: Project pre-applications (optional)
3. **<u>November 1, 2023</u>: Project applications with support documentation (required)**

The dates above indicate the deadline for our office to receive the associated information.

We recommend that you submit an updated draft CIP on the projects you are seeking funding for in state fiscal year 2024-2025 (July 1, 2024–June 30, 2025) by deadline number one (above). If submitted, our team will review your draft CIP and respond with any information needed to prioritize the project request(s) properly in the ACDPP.

Additionally, the Aviation Division offers an opportunity to submit project pre-applications to our office for review by deadline number two (above). If submitted, our team will review your submission and provide comments relative to any additional information necessary for successful prioritization of the project request(s) in the ACDPP.

Prioritization of project applications is a two-step process. The first step is for the department to determine whether the project should be included in the priority process. The second step is to determine whether the information necessary for prioritization is available. Project applications requesting funding in the ACDPP **<u>must</u>** include:

1) Project resolution from airport sponsor (incl. local contribution commitment if applicable)
2) Project scope and estimated cost
3) Project justification (and demonstration of immediate need)
4) Any environmental clearance documentation (if necessary), and
5) Any other information necessary for the prioritization of the project in accordance with Louisiana R.S. §2:802 and Louisiana Administrative Code Title 70 Part IX §307 and §315
    a) Specific to this item, Pavement Maintenance Plan and Repair Logs for the prior fiscal year shall be submitted with the project application for review

If the above information is not received by our office by **November 1, 2023**, the proposed project(s) may not be allowed to compete for funding for the fiscal year being prioritized. There will be no grace period for additional supporting documents or changes. We encourage you to avail yourself of the pre-application process.

For your convenience, the Aviation Division provides a standard packet for project applications. Although this format is not required, please consider using this format to submit your applications to streamline the process.

Attached to this letter are the following:

1. DOTD Aviation Division ACDPP Planning Model
2. Airport CIP Template
3. Project Application Submittal Cover Letter, and
4. Project Application Form (required for each requested project)

Please be advised that any rule or regulation in this letter is subject to change without notice. If you have any questions or need additional information, please contact our office at (225) 379-3050.

Respectfully,

Bradley R. Brandt, MSA
Aviation Director
Office of Multimodal Commerce

Attachments (4)