



NORTH CAROLINA
Department of Transportation

Reporting on Legislatively Directed Funds for N.C. Public Airports

Rachel S. Bingham, P.E., NCDOT Division of Aviation

Amy Harber, Grants Specialist, NCDOT Division of Aviation

January 30, 2024

Connecting people, products and places safely and efficiently with customer focus, accountability and environmental sensitivity to enhance the economy and vitality of North Carolina

TOPICS FOR TODAY

- Legislatively Directed Funds Overview
- Grant Administration Process
- New Reporting Tile & Process
- Q&A



Overview of Legislatively Directed Funds

Four Legislatively Directed Funding Sources

93 grants, \$652.6M at 45 airports, many supporting multiple projects

Source	Purpose	No. of Grants	Amount
N.C. Airport Improvement Program (NCAIP)	Recurring appropriation for capital improvement projects and debt service at the 10 commercial service airports	10 (FY 22) 10 (FY 23) 10 (FY 24)	\$75M \$100M \$100M
General Aviation Legislative (GAL)	Airport Improvement and debt service	7 (FY20) 4* (FY21)	\$9.5M \$6.9M
State Capital and Infrastructure Fund (SCIF)	Capital improvements	18 (FY22) 11 (FY23)	\$115M \$49.6M
Transportation Reserve Directed Funding	Capital improvements	37 (FY 24)	\$297M

**These 4 are also included in the 7 that received GAL funds in FY20.*

Grant Administration Process

Grant Administration Process for Legislatively Directed Funds

- Goal: Efficient distribution, audit-proof expenditures that meet state and federal requirements



Key Differences Directed Funds vs. State Aid Grants

► These are not reimbursement programs

Directed Grants	State Aid to Airports Grants
Award directed by legislation	Award based on NCDOT prioritization process
Grant funding provided up front	Grant funding reimbursed after expenditures
Invoices not reviewed for eligibility	Invoices reviewed for eligibility
Grant agreements executed based on legislation	Grant agreements executed when project begins
Reporting required every quarter following award	Reporting required every quarter after project begins
Interest tracking required for some*	Does not earn interest

**Interest tracking not required for GAL and NCAIP FY 22 grants*

What does this mean for airports?

AV-108: Directed Funding Checklist

To be used for: General Aviation Legislative (GAL) Funds, NC Airport Improvement Program (NCAIP) Funds and State Capital and Infrastructure Funds (SCIF), Transportation Reserve Directed Funds (TRDF)

For land acquisition related requests, please reference [AV-100](#) (NCDOT GA Program Development Checklist, page 2).

<input checked="" type="checkbox"/>	Activity	Notes	Submit Via
1	<p>IF: This Directed Funding Quarterly Progress and Expense Report update is NOT a FINAL THEN: Verify the following items have been submitted:</p> <p>Quarterly Due Dates: Jan 10, Apr 10, Jul 10, Oct 10 <i>Note: Sponsor dates must be met in order for DOA to meet its quarterly reporting deadlines.</i></p> <p>Confirm SFY and Quarter listed on AV-107 is correct.</p>		<p>EB5 – Change Request</p>
	<p>AV-107 Directed Funding Quarterly Progress and Expense Report. Enter Invoice Amounts/Pay Applications individually on the AV-107. If multiple invoices are included, do NOT enter total A-Code amount for entire claim; entries must be broken down by invoice dates.</p>	<p>Directed Funding Quarterly Progress and Expense Report (AV-107) is required from the Notice to Proceed (NTP) through the most recently completed quarter for the life of the project. (NOTE: Do NOT use the QSR module in EBS, this should be submitted via the non-amount change request module).</p> <p>Q1 = Jul=Sept = Oct 10 report Q2 = Oct=Dec = Jan 10 report Q3 = Jan-Mar = Apr 10 report Q4 = Apr-Jun = Jul 10 report</p> <p>AV-107 has TWO tabs to be completed:</p> <ol style="list-style-type: none"> 1. Quarterly Progress Report tab includes objectives, milestones, start/end <u>dates</u> 2. Quarterly Expense Report tab should list individual invoices/pay applications and resulting payment calculations, and total sums, etc. 3. For NCAIP Directed Funding, reporting interest earned and interest expended will begin with the FY23 allocation. <p>**CHECK MATH** Remove Sales Tax on expenses via the AV-107 form!</p>	<p>EB5 – Change Request</p>
2	<p>IF: This Directed Funding Quarterly Progress and Expense Report update contains a SCOPE CHANGE THEN: Verify the following items have been submitted:</p>		
	<p><u>AV-109</u> Proposed Directed Funding Projects Form</p>	<p>Proposed Projects column should total to allocated Directed Funding amount. Identify scope change from initial submittal. Also, identify what % change this is.</p>	<p>EB5 – Change Request</p>
3	<p>Directed Funding Encumbrance Requirements</p>		
	<p>AV-106 Directed Funding Encumbrance Report (when applicable).</p>	<p>AV-106 will identify any executed work authorizations, purchase orders, or construction contracts, etc. include summation of total directed funds that are encumbered and <u>upload executed contracts/bid tabs/POs or other proof of encumbrance to the agreement</u>. Submit quarterly when additional contracts are encumbered. If no change from previous submittal, then no need to resubmit.</p>	<p>EB5 – Change Request</p>
	<p>NCAIP: (Ex. SFY2024 allocations need to be encumbered by 9/30/2024.)</p>	<p>An airport that receives funds under this section shall return the funds to the Department if the funds are in the possession or control of the airport and not expended or encumbered by <u>September 30</u> of the year following the fiscal year in which the Department makes the allocation.</p>	<p>N/A</p>
	<p>SCIF ONLY: Ensure expenses incurred on or after July 1, 2021.</p>	<p>SCIF ONLY: Expenses after July 1, 2021 are eligible because that is the effective date of the budget.</p>	<p>N/A</p>
	<p>GAL: Expend or encumber by June 30, 2024.</p>	<p>EXTENSION FOR AIRPORTS TO EXPEND OR ENCUMBER FUNDS ALLOCATED FOR 2019-2021 FISCAL BIENNIIUM SECTION 41.4. Notwithstanding any provision of law to the contrary, an airport</p>	<p>N/A</p>

AV-108 Directed Funding Checklist – rev. 12/12/2023 1 of 4

- Airport sponsors are responsible for complying with applicable state and federal requirements
 - Must be audit-ready, audit-proof or risk negative impact
- NCDOT Aviation distributes funds, advises, reviews for eligibility per AV-108, and reports

Eligible Uses of Funds

- ▶ Projects should match language in legislation
 - ▶ NCAIP and GAL – Capital improvement projects and debt service
 - ▶ All others – Capital improvement projects (some specified, some not)

“Capital improvements” as defined by G.S. 143:

“A term that includes real property acquisition, new construction or rehabilitation of facilities, and repairs and renovations over \$100,000 in value”

Directed Funds Expenditure Matrix

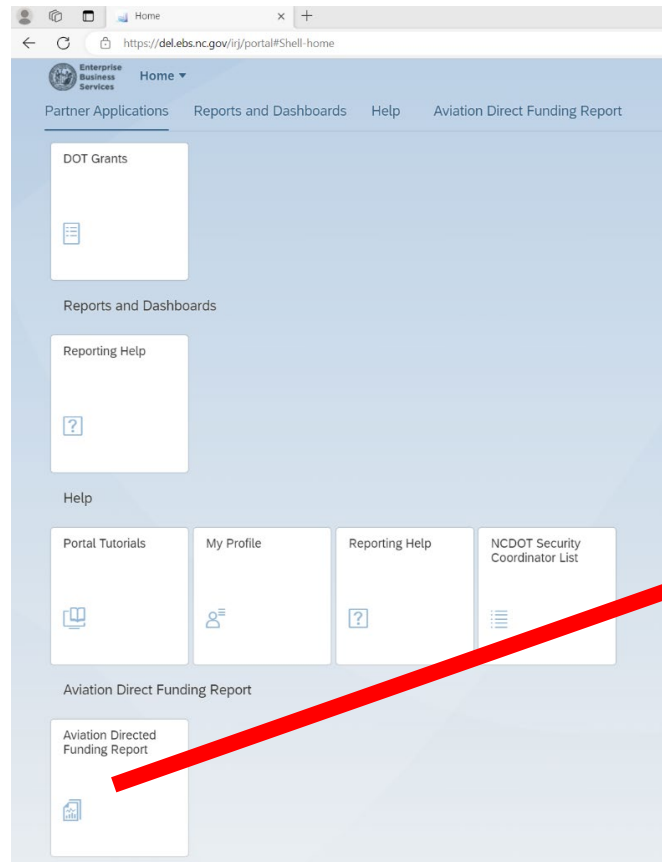
Find this matrix and the Directed Funding Tip Sheet on the State Airport Aid Connect site, updated as we receive guidance and answers to questions

	NCAIP FY22	NCAIP FY23	NCAIP FY24	GAL	SCIF FY22	SCIF FY23	TRDF
Authoritative Legislation	SL 2021-180 SL 2023-134 (ext)	SL 2022-74	SL 2023-134	SL 2019-231 SL 2022-74 (ext)	SL 2021-180	SL 2022-74	SL 2023-134
Expenditure Eligibility Period	7/1/2021–9/30/2023	7/1/2022–9/30/2024	7/1/2023–9/30/2025	7/1/2019–6/30/2024	7/1/2021–Expended	7/1/2022–Expended	7/1/2023–10/3/2025
Capital Improvements Definition	Capital improvement projects include real property acquisition, new construction or rehabilitation of existing facilities, and repairs and renovations over \$100,000 in value	Capital improvement projects include real property acquisition, new construction or rehabilitation of existing facilities, and repairs and renovations over \$100,000 in value	Capital improvement projects include real property acquisition, new construction or rehabilitation of existing facilities, and repairs and renovations over \$100,000 in value	Capital improvement projects include real property acquisition, new construction or rehabilitation of existing facilities, and repairs and renovations over \$100,000 in value	Capital improvement projects include real property acquisition, new construction or rehabilitation of existing facilities, and repairs and renovations over \$100,000 in value	Capital improvement projects include real property acquisition, new construction or rehabilitation of existing facilities, and repairs and renovations over \$100,000 in value	Capital improvement projects include real property acquisition, new construction or rehabilitation of existing facilities, and repairs and renovations
Independent Fee Estimates	Required	Required	Required	Required	Required	Required	Required
Interest Tracking Required (earned and expended)	Tracking not required; Interest must be expended on projects within scope	Tracking Required; Interest must be expended on projects within scope	Tracking Required; Interest must be expended on projects within scope	Tracking not required; Interest must be expended on projects within scope	Tracking Required; Interest must be expended on projects within scope	Tracking Required; Interest must be expended on projects within scope	Tracking Required; Interest must be expended on projects within scope
Debt Service Allowed	Allowable	Allowable	Allowable	Allowable	Not Allowable	Not Allowable	Not Allowable
Equipment Purchases Allowable	Not Allowed	Not Allowed	Not Allowed	Not Allowed	Not Allowed	Fixed, non-movable equipment over \$5,000 with a useful life of 2+ years allowed	Fixed, non-movable equipment over \$5,000 with a useful life of 2+ years allowed
Land Purchases Allowable	Allowable	Allowable	Allowable	Allowable	Allowable	Allowable	Allowable
Yellow Book Audit Required	Required for funding >\$500k	Required for funding >\$500k	Required for funding >\$500k	Required for funding >\$500k	Required for funding >\$500k	Required for funding >\$500k	Required for funding >\$500k

Legislatively Directed Funding Quarterly Reporting Process

Starting March 25: New Aviation Directed Funding Report Tile

- ▶ *Use for SFY 2024 Q3 report (January-March 2024)*
- ▶ *No change in information you report*
- ▶ No data submitted via Non-amount Change Request after March 1



To start a new report, select “Create” in the top right corner.

Enterprise Business Services

Aviation Directed Funding Report

Aviation Directed Funding Report

★

Current Reports/Next Steps

Create

Request Id	CR Desc	Agreement ID	Agreement Desc	WBS Element	Grantee Name	Program	Status	
4000011807	2023-Q1	2000011373	RUNWAY SAFETY AREA WIDENING (DESIGN/BID	12.3018287	1000024262 - PERSON COUNTY DBA PERSON CO	AV_BLOCK_GRANT	In Process by Airport	<div>Cancel</div> >

★

History Reports

Request Id	CR Desc	Agreement ID	Agreement Desc	WBS Element	Grantee Name	Program	Status	
4000011805	2023-Q1	2000011373	RUNWAY SAFETY AREA WIDENING (DESIGN/BID	12.3018287	1000024262 - PERSON COUNTY DBA PERSON CO	AV_BLOCK_GRANT	Reviewed	>
4000011803	2023-Q1	2000011373	RUNWAY SAFETY AREA WIDENING (DESIGN/BID	12.3018287	1000024262 - PERSON COUNTY DBA PERSON CO	AV_BLOCK_GRANT	Reviewed	>
4000011767	2023-Q1	2000011373	RUNWAY SAFETY AREA WIDENING (DESIGN/BID	12.3018287	1000024262 - PERSON COUNTY DBA PERSON CO	AV_BLOCK_GRANT	Reviewed	>
4000011757	2023-Q1	2000011125	RUNWAY SAFETY AREA WIDENING (DESIGN/BID	12.3018287	1000024262 - PERSON COUNTY DBA PERSON CO	AV_BLOCK_GRANT	Reviewed	>
4000011756	2023-Q1	2000011125	RUNWAY SAFETY AREA WIDENING (DESIGN/BID	12.3018287	1000024262 - PERSON COUNTY DBA PERSON CO	AV_BLOCK_GRANT	Reviewed	>
.....	RUNWAY SAFETY AREA	1000024262 - PERSON COUNTY

Click on the grant agreement number for your new report.

Aviation Directed Funding Report

https://del.ebs.nc.gov/irj/portal#AVI-Report&/AgreementSelection

Enterprise Business ServicesAviation Directed Funding Report

Please choose an Agreement to Create a new Report

Agreement ID	Agreement Description	WBS Element	Grantee ID	Grantee Name	Program
2000011373	RUNWAY SAFETY AREA WIDENING (DESIGN/BID	12.3018287	1000024262	PERSON COUNTY	AV_BLOCK_GRANT
2000011372	RUNWAY SAFETY AREA WIDENING (DESIGN/BID	12.3018287	1000024262	PERSON COUNTY	AV_BLOCK_GRANT
2000011125	RUNWAY SAFETY AREA WIDENING (DESIGN/BID	12.3018287	1000024262	PERSON COUNTY	AV_BLOCK_GRANT
	RUNWAY SAFETY AREA WIDENING				

Home

Confirm the report to proceed with new report

- ▶ Click "No" to return to edit an existing report
- ▶ An error message will appear if a change request is pending

The screenshot shows a web browser window with the URL <https://del.ebs.nc.gov/irj/portal#AVI-Report&/AgreementSelection>. The page title is "Aviation Directed Funding Report". Below the header, there is a message: "Please choose an Agreement to Create a new Report". A table lists several agreements with columns for Agreement ID, Agreement Description, WBS Element, Grantee ID, Grantee Name, and Program. A modal dialog titled "New Report Confirmation" is overlaid on the table. The dialog contains the text: "You are about to create new Funding report for Aviation. Are you sure?, If not Please start over and edit an existing Report." and has "Yes" and "No" buttons. A red arrow points to the "No" button.

Agreement ID	Agreement Description	WBS Element	Grantee ID	Grantee Name	Program
2000011373	RUNWAY SAFETY AREA WIDENING (DESIGN/BID)	12.3018287	1000024262	PERSON COUNTY	AV_BLOCK_GRANT
2000011372	RUNWAY SAFETY AREA WIDENING (DESIGN/BID)	12.3018287	1000024262	PERSON COUNTY	AV_BLOCK_GRANT
2000011125	RUNWAY SAFETY AREA WIDENING (DESIGN/BID)	12.3018287	1000024262	PERSON COUNTY	AV_BLOCK_GRANT
2000011124	RUNWAY SAFETY AREA WIDENING (DESIGN/BID)	12.3018287	1000024262	PERSON COUNTY	BSP_AV_STATE_MATCH_AIP
2000010990	RUNWAY SAFETY AREA WIDENING (DESIGN/BID)	12.3018	1000024262	PERSON COUNTY	AV_BLOCK_GRANT
2000010690	EXTEND RUNWAY 24 500 TO 7,000'	12.3018	1000024262	PERSON COUNTY	AV_BLOCK_GRANT
2000010588	RUNWAY SAFETY AREA WIDENING (DESIGN/BID)	12.3018	1000024262	PERSON COUNTY	AV_BLOCK_GRANT
2000010587	RUNWAY SAFETY AREA WIDENING (DESIGN/BID)	12.3018287	1000024262	PERSON COUNTY	AV_BLOCK_GRANT

Completing the Report: Basic Information

Aviation Directed Funding Report

Enterprise Business Services

4000011848 Help

Directed Funding Report - Basic Information

This form applies to approved projects on the AV-109 (Proposed Directed Funding Projects Form) that have executed contracts ONLY

Agreement ID: 2000011372
Agreement Description: RUNWAY SAFETY AREA WID...
Grantee ID: 1000024262
*Airport Name: TDF
*Program ID: AV_BLOCK_GRANT
*Creation Date: 09/18/2023
WBS Element: 12.3018287

Total Agreement Amount: \$720,000.00
Claimed Amount: \$0.00
Balance: \$720,000.00
*Reporting Period:
Interest Earned to date: 0.00
Interest Expended to date: 0.00

Project Cost

Project Title	Project Desc	Proposed Amount	Encumbered Amount	Expensed Amount	Balance
RUNWAY EXTENSION	RUNWAY EXTENSION	\$10,000.00	\$0.00	\$0.00	\$0.00 >
NEW VIP LOUNGE	NEW VIP LOUNGE	\$40,000.00	\$0.00	\$0.00	\$0.00 >
REPAVING DOCKS	REPAVING DOCKS	\$30,000.00	\$0.00	\$0.00	\$0.00 >
Total					

Back Check Save Next

Completing the Report: Individual Project Tabs

The screenshot displays the 'Aviation Directed Funding Report' interface. A red arrow points to the 'RUNWAY EXTENSION' tab in the left sidebar. The 'RUNWAY EXTENSION' tab is also circled in red at the top of the main content area. The interface shows sections for AV-106 Directed Funding Encumbrance Report and AV-107 Directed Funding Expense Report, both with 'No data' entries. At the bottom, there are buttons for 'Back', 'Check', 'Save', and 'Next'.

AV-106 Directed Funding Encumbrance Report

Consultant or Contractor Name	Date of Executed Contract	Contracted Amount Executed	Debt Service? (Yes/No)
No data			
Total		\$0.00	

AV-107 Directed Funding Expense Report

SFY and Quarter (YYYY-Qx)	A-Code Category	Vendor Name	Invoice #	Invoice Date	Brief Invoice Description	Invoice Amount(\$)	Sales Tax (\$)	Invoice Amount without Sales Tax (\$)
No data								
Total								\$0.00

Objective:

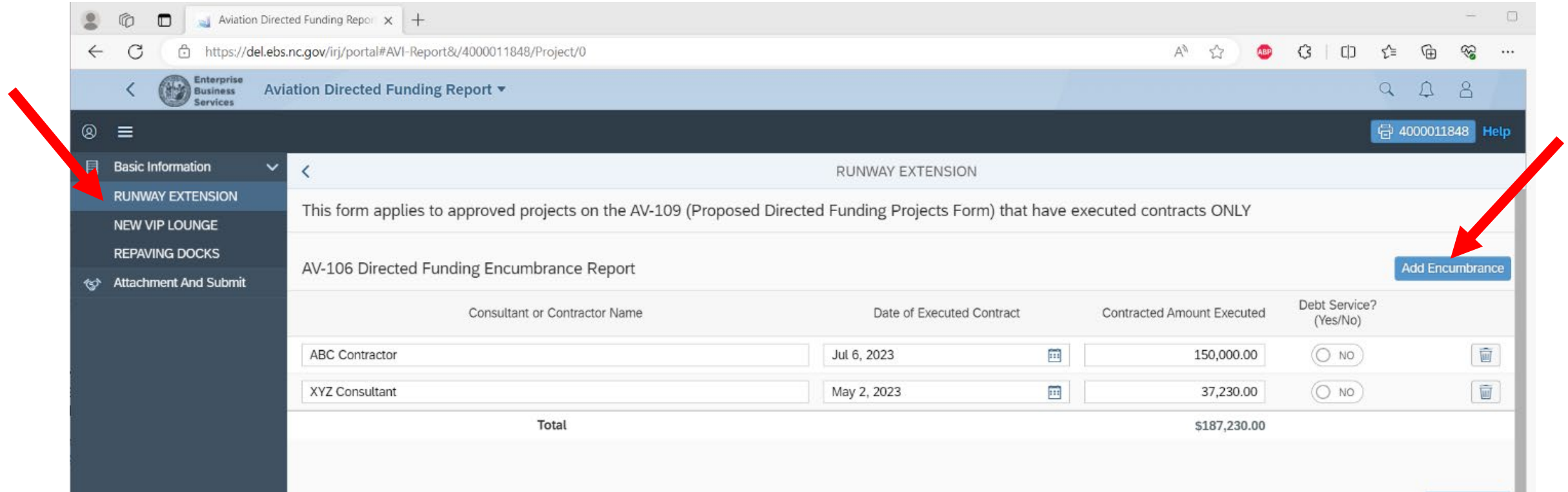
Expected Results:

Milestone Dates - Original

Started Date Completed Date Revised Started Date Revised Completed Date

[Back](#) [Check](#) [Save](#) [Next](#)

Completing the Report: Adding Encumbered Funds



Aviation Directed Funding Report

Enterprise Business Services

4000011848 Help

RUNWAY EXTENSION

NEW VIP LOUNGE

REPAVING DOCKS

Attachment And Submit

RUNWAY EXTENSION

This form applies to approved projects on the AV-109 (Proposed Directed Funding Projects Form) that have executed contracts ONLY

AV-106 Directed Funding Encumbrance Report

Add Encumbrance

Consultant or Contractor Name	Date of Executed Contract	Contracted Amount Executed	Debt Service? (Yes/No)
ABC Contractor	Jul 6, 2023	150,000.00	<input type="radio"/> NO
XYZ Consultant	May 2, 2023	37,230.00	<input type="radio"/> NO
Total		\$187,230.00	

IN THE FUTURE: To reduce an encumbered amount due to an approved scope change or change order, enter a negative dollar amount on a new line for that specific contract and the overall total will be updated on the Basic Information tab.

Completing the Report: Adding Expenses Funds

Aviation Directed Funding Report

Enterprise Business Services

4000011848 Help

RUNWAY EXTENSION

This form applies to approved projects on the AV-109 (Proposed Directed Funding Projects Form) that have executed contracts ONLY

AV-106 Directed Funding Encumbrance Report [Add Encumbrance](#)

Consultant or Contractor Name	Date of Executed Contract	Contracted Amount Executed	Debt Service? (Yes/No)
ABC Contractor	Jul 6, 2023	150,000.00	<input type="radio"/> NO
XYZ Consultant	May 2, 2023	37,230.00	<input type="radio"/> NO
Total		\$187,230.00	

AV-107 Directed Funding Expense Report [Add Expense](#)

SFY and Quarter (YYYY-Qx)	A-Code Category	Vendor Name	Invoice #	Invoice Date	Brief Invoice Description	Invoice Amount(\$)	Sales Tax (\$)	Invoice Amount without Sales Tax (\$)
2023-Q4	A102	ABC Contractor	105731	Aug 9, 2023	Prelim. Engine...	1,750.00	50.00	1,700.00
2023-Q4	A104	ABC Contractor	105732	Sep 8, 2023	Engineering S...	870.00	0.00	870.00
2023-Q4	A104	XYZ Consultant	7890153	Aug 9, 2023	Engineering S...	2,250.00	0.00	2,250.00
Total								\$4,820.00

Objective:

Completing the Report: Adding Milestone Dates

Aviation Directed Funding Report

Enterprise Business Services

4000011848 Help

Basic Information

RUNWAY EXTENSION

NEW VIP LOUNGE

REPAVING DOCKS

Attachment And Submit

RUNWAY EXTENSION

Objective:

Expected Results:

Milestone Dates - Original

	Started Date	Completed Date	Revised Started Date	Revised Completed Date
Design Completed			Enter Date	Enter Date
Under Contract			Enter Date	Enter Date
Under Construction			Enter Date	Enter Date
Construction Complete			Enter Date	Enter Date
Project Complete			Enter Date	Enter Date
Placed Into Service			Enter Date	Enter Date
Equipment Order Placed			Enter Date	Enter Date
Equipment Received			Enter Date	Enter Date
Equipment Installed			Enter Date	Enter Date

Back Check Save Next

- Started Date and Completed Date are not fillable fields
- Initial dates entered into Revised Started Date; Revised Completed Date will carryover into the Started Date and Completed Date columns.
- These dates will not be editable in the future.
- You can update Revised Dates as many times as necessary.
- This enables the Division to monitor timeliness of project delivery.

Completing the Report: Interest Earned and Expended to Date

Aviation Directed Funding Report

Enterprise Business Services

4000011848 Help

Basic Information

Directed Funding Report - Basic Information

This form applies to approved projects on the AV-109 (Proposed Directed Funding Projects Form) that have executed contracts ONLY

Agreement ID: 2000011372 Total Agreement Amount: \$720,000.00

Agreement Description: RUNWAY SAFETY ARE... Claimed Amount: \$0.00

Grantee ID: 1000024262 Balance: \$720,000.00

*Airport Name: TDF *Reporting Period: 2023...

*Program ID: AV_BLOCK_GRANT

*Creation Date: 09/18/2023 Interest Earned to date: 0.00

WBS Element: 12.3018267 Interest Expended to date: 0.00

Project Cost

Project Title	Project Desc	Proposed Amount	Encumbered Amount	Expensed Amount	Balance
RUNWAY EXTENSION	RUNWAY EXTENSION	\$10,000.00	\$187,230.00	\$4,820.00	\$182,410.00
NEW VIP LOUNGE	NEW VIP LOUNGE	\$40,000.00	\$210,000.00	\$119,578.80	\$90,421.20
REPAVING DOCKS	REPAVING DOCKS	\$30,000.00	\$500,000.00	\$38,521.00	\$461,479.00

Total

Back Check Save Next

- Not required for all directed funding recipients, so field is not required
 - NCAIP – FY22 and GAL
- Information is required for:
 - SCIF – FY22 and FY23
 - NCAIP – FY23 and FY24
 - TRDF
- APMs will return to you if information is missing

Completing the Report: Add Attachments, if needed, and Submit

Aviation Directed Funding Report

Enterprise Business Services

4000011848 Help

Basic Information

RUNWAY EXTENSION

NEW VIP LOUNGE

REPAVING DOCKS

Attachment And Submit

Aviation Directed Funding Quarterly Report - Attachments

Addendum to Aviation Project Contract

I have read and accept terms and conditions of the grant funding. Those terms and conditions are incorporated into this contract change, as executed below.

☒ SUB-RECIPIENT AUTHORIZING SIGNATURE

*Name: Test *Date: Sep 18, 2023

Attachments (0)

No documents found

Drop files to upload, or use the "+" button.

Back Check Save Submit

Requesting Scope Change

► Process remains the same

Form: AV-109 PROPOSED DIRECTED FUNDING PROJECTS

FUNDED BY:

<input type="checkbox"/> State Capital and Infrastructure Funds (SCIF)	<input type="checkbox"/> NC Airport Improvement (NCAIP) Funds
<input type="checkbox"/> General Aviation Legislative (GAL) Funds	<input type="checkbox"/> Transportation Reserve Program (TRP) Funds

PLANNED PROJECTS: Please provide in the table below a complete list of all projects planned for your appropriation.

Airport Name:

WBS #:

Date:

1. Is project scope changing?

2. If "yes", what change # is this?

3. Has this change been discussed with the legislator that supported funding?

4. Report for SFY Quarter Ending Date:

Project Title	Project Description	Estimated Cost of Directed Funds Proposed for this Project (\$00,000,000)	Other Project Funding Sources, if any (\$ Federal, State, Local or Other)	Estimated Start Date (MM/YYYY)	Estimated End Date (MM/YYYY)

- Use AV-109 Proposed Directed Funding Projects Form
- Submit via Non-amount Change Request in NCDOT Grants Tile.
- Upon approval of new/revised scope, the new project will appear in the Directed Funding Reporting tile for sponsor to begin reporting encumbrances and expenditures on

Find the AV-108 Directed Funding Checklist on the State Aid Connect site



AV-108: Directed Funding Checklist

To be used for: General Aviation Legislative (GAL) Funds, NC Airport Improvement Program (NCAIP) Funds and State Capital and Infrastructure Funds (SCIF), Transportation Reserve Directed Funds (TRDF) via the Aviation Directed Funding Report Tile in EBS.

Forms AV-106 and AV-107 are now built into EBS. Therefore, the excel sheets have been removed from the website.

For land acquisition related requests, please reference [AV-100](#) (NCDOT GA Program Development Checklist, page 2).

<input checked="" type="checkbox"/>	Activity	Notes	Submit Via
1	IF: This Directed Funding Quarterly Progress and Expense Report update is <u>NOT a FINAL</u> THEN: Verify the following items have been submitted:		
	Quarterly Due Dates: Jan 10, Apr 10, Jul 10, Oct 10 <i>Note: Sponsor dates must be met in order for DoA to meet its quarterly reporting deadlines.</i>	Directed Funding Quarterly Progress and Expense Report (AV-107) is required from the Notice to Proceed (NTP) through the most recently completed quarter for the life of the project. (NOTE: Do NOT use the QSR module in EBS, this should be submitted via the Directed Funding Report Tile).	EBS – Directed Funding Report Tile
	Confirm SFY and Quarter listed on AV-107 is correct.	Q1 = Jul-Sept = Oct 10 report Q2 = Oct-Dec = Jan 10 report Q3 = Jan-Mar = Apr 10 report Q4 = Apr-Jun = Jul 10 report	N/A

- This is a REPORTING tile only
- All other EBS procedures remain the same
- View the revised AV-108 Directed Funding Checklist on the State Aid Connect site
- AV-106 and AV-107 Excel files have been removed from Connect site

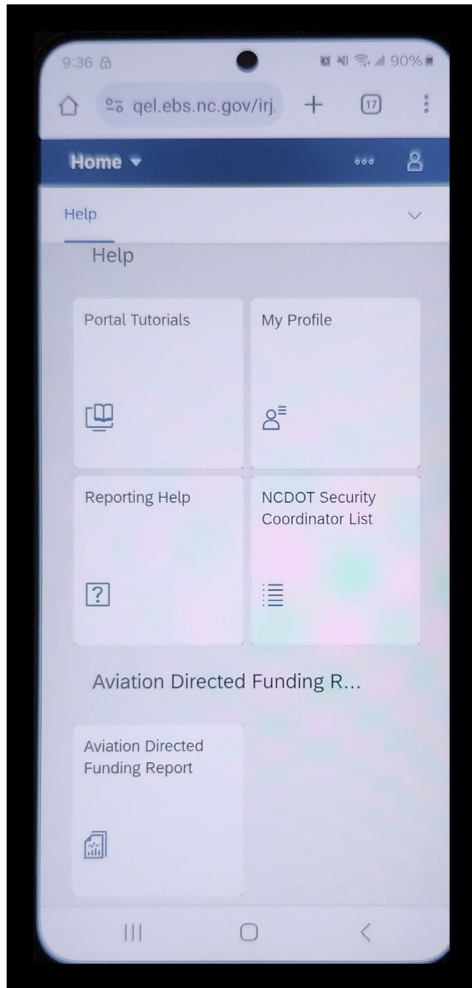
Benefits of New Directed Funding Report Tile

► *Enhancements for Sponsors and Division of Aviation*

Change	Benefit
Forms built into the tile	No more AV-106 and AV-107 Excel files to attach
Non-amount change requests now limited to scope changes only	More intuitive reporting system
Cumulative reporting in the system	Minimizes human error
Tile can be used on mobile devices	More user friendly
On-demand Directed Funding Training Module available 24/7	Accessible when you need it

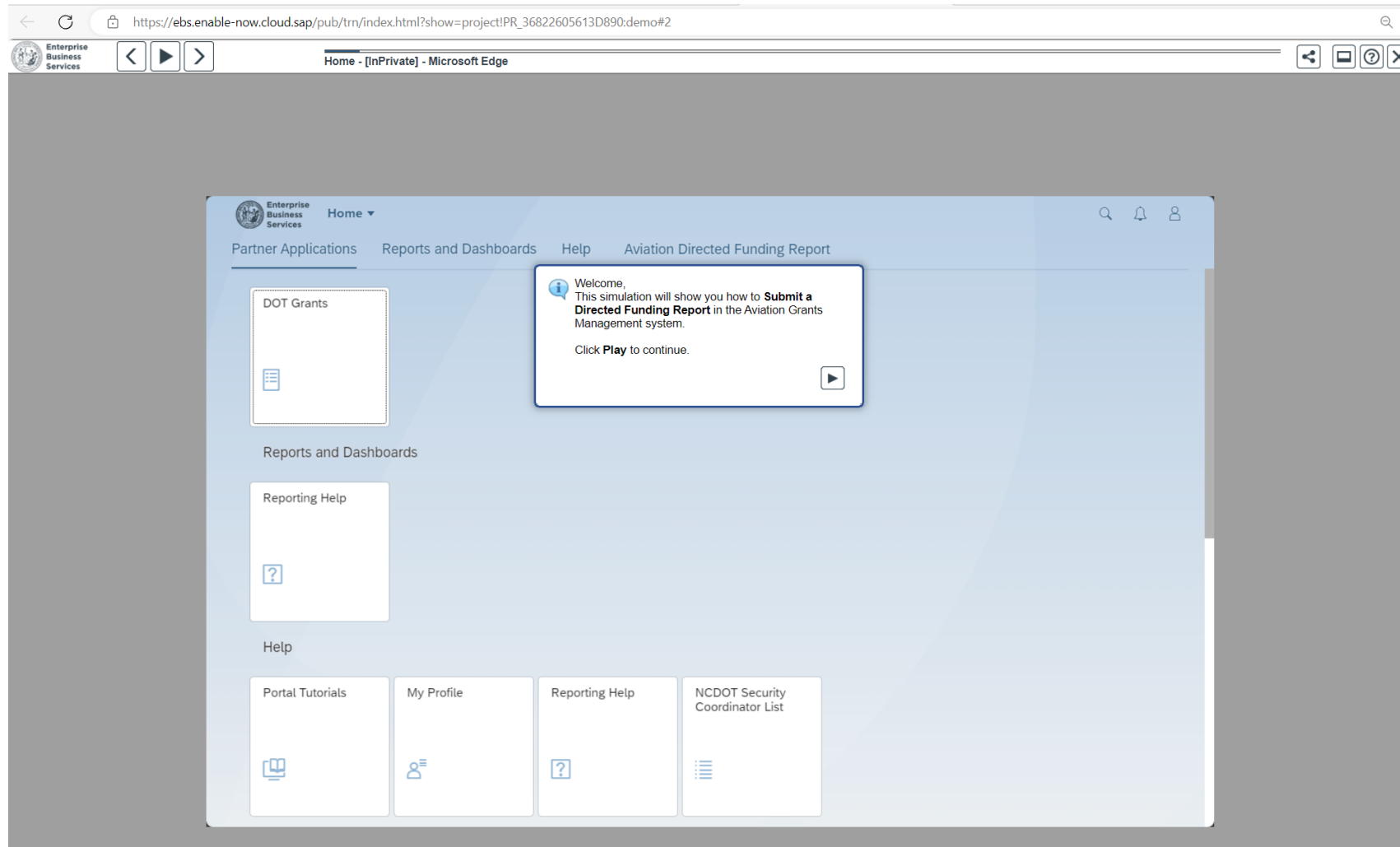
New Directed Funding Report Tile on Mobile Devices

► *Enhancements for Sponsors and Division of Aviation*

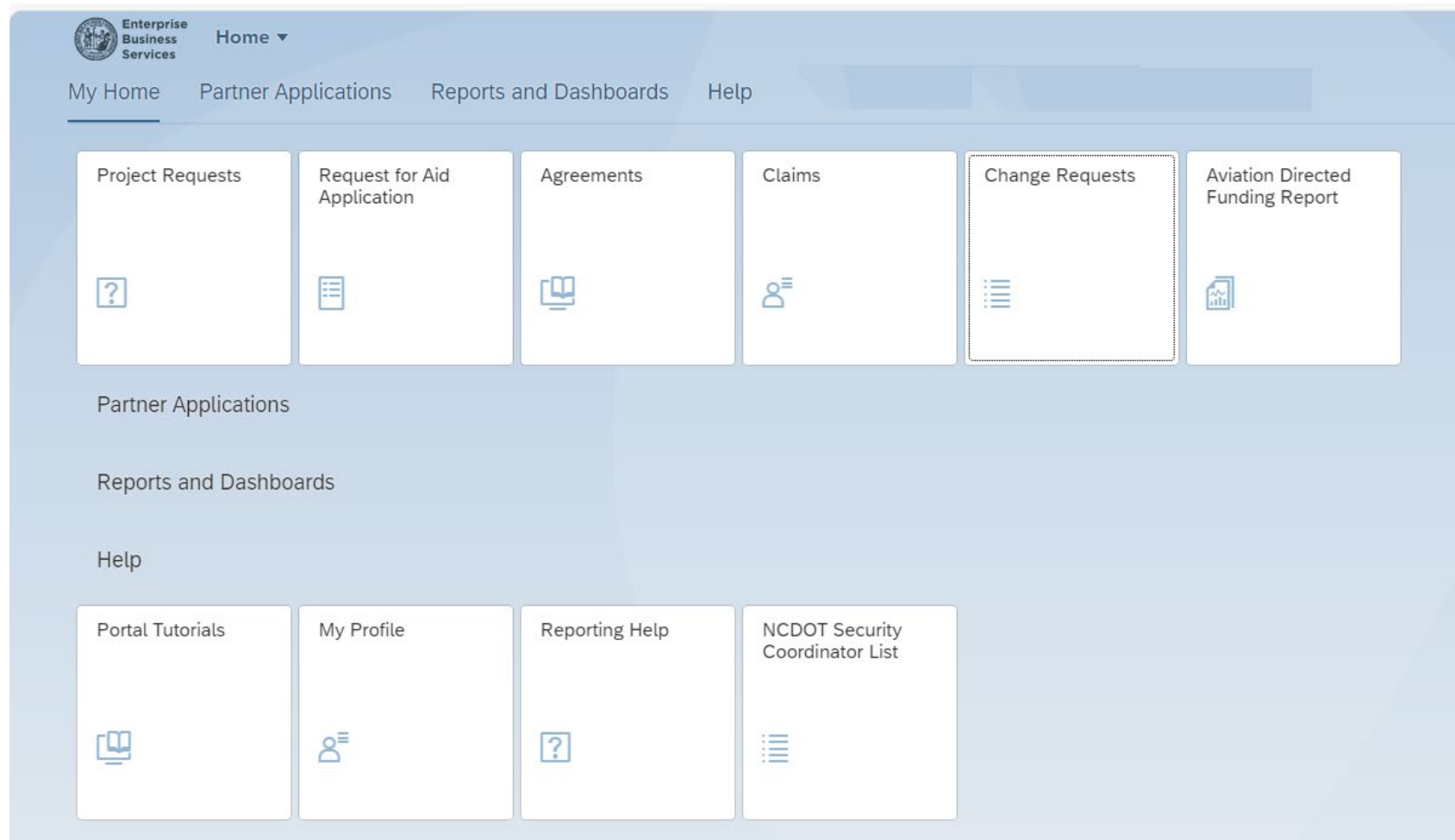


- To use on your mobile device, simply open the browser and go to www.ebs.nc.gov and login
- Due to the amount of data in the tile, it's preferable to be viewed on an iPad or tablet
- Using the tile on a cell phone is possible but likely not preferred
- Cell phone use is best to check the status of a report to see if approved or returned

On-demand Directed Funding Report Training Module also available Monday, March 25 on the State Airport Aid Connect site under Training

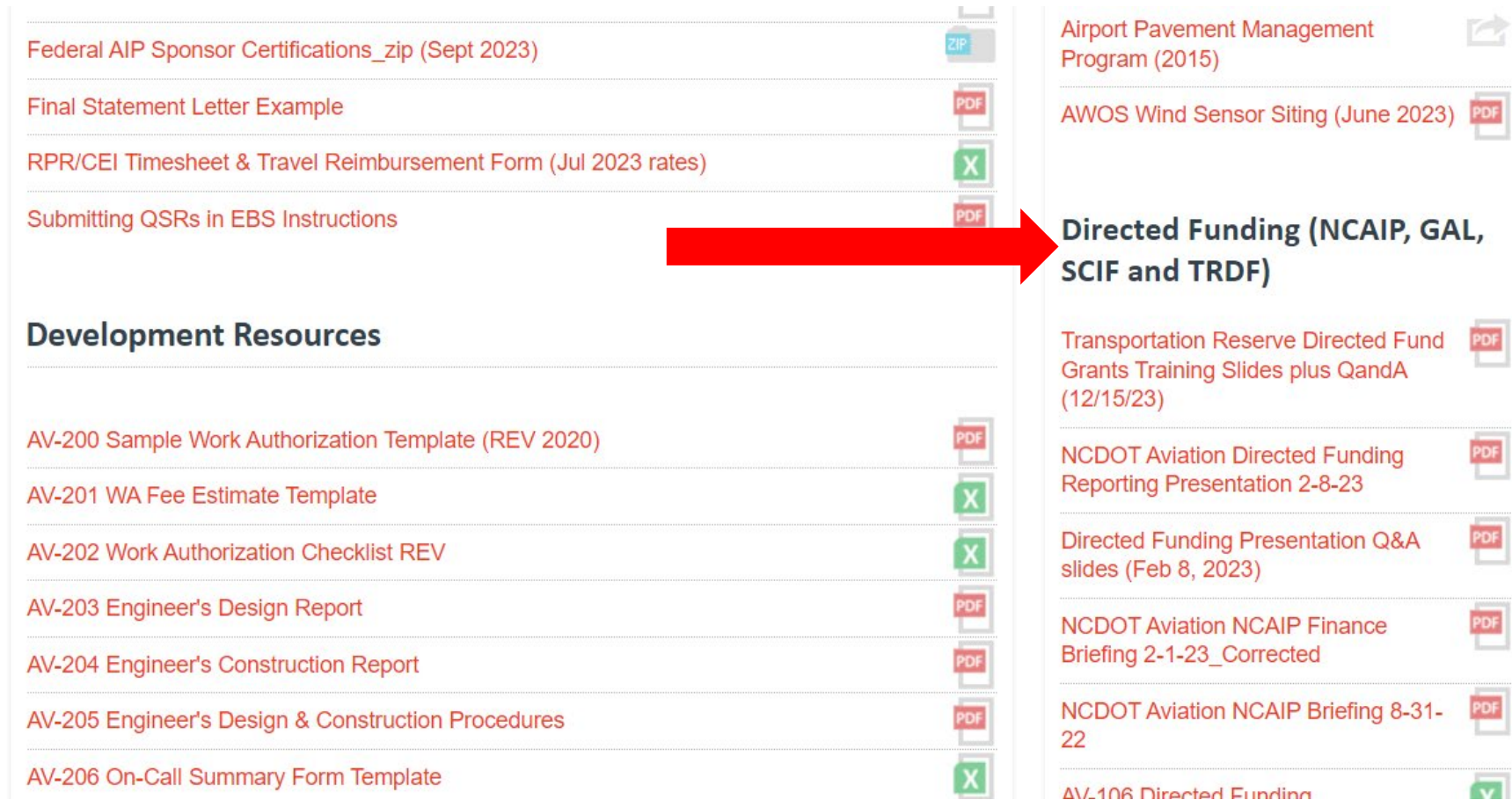



Heads up: Additional Fiori Tiles Forthcoming Next SFY





Q&A


Slides will be emailed tomorrow and posted with forms on the Connect site under the Directed Funding header




Federal AIP Sponsor Certifications_zip (Sept 2023) 


Final Statement Letter Example 


RPR/CEI Timesheet & Travel Reimbursement Form (Jul 2023 rates) 


Submitting QSRs in EBS Instructions 


Development Resources


AV-200 Sample Work Authorization Template (REV 2020) 


AV-201 WA Fee Estimate Template 

AV-202 Work Authorization Checklist REV 


AV-203 Engineer's Design Report 


AV-204 Engineer's Construction Report 


AV-205 Engineer's Design & Construction Procedures 


AV-206 On-Call Summary Form Template 


Directed Funding (NCAIP, GAL, SCIF and TRDF)


Airport Pavement Management Program (2015) 


AWOS Wind Sensor Siting (June 2023) 


Transportation Reserve Directed Fund Grants Training Slides plus QandA (12/15/23) 

NCDOT Aviation Directed Funding Reporting Presentation 2-8-23 

Directed Funding Presentation Q&A slides (Feb 8, 2023) 

NCDOT Aviation NCAIP Finance Briefing 2-1-23_Corrected 

NCDOT Aviation NCAIP Briefing 8-31-22 

AV-106 Directed Funding 

Your Next Step: Between April 1-10

Submit SFY 2024 Q3 report (for January-March)
using new Reporting Tile

Please make sure we know you attended this training

**If you are using personal email or are a consultant,
put a note in chat telling us who you are
and what airport(s) you represent.**



Rachel Bingham
Interim Western
Region Lead



Tommy Mann
Eastern Region Lead



Emily Ferreira
Southwest Region



Robin Peele
Northeast Region



Mortaza Habibi
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- Annual planning meetings
- Airport Layout Plans/Master Plans
- Project progress meetings
- Safety & compliance issues
- Education and training

**Thanks for building a strong system of
public airports for North Carolina!**
