

EBS Aviation Project Prioritization and Grant Access Authorization Form

The new Aviation Prioritization & Grants Systems require a User ID and Password for access in the system. Complete Section 1 so that your user ID and password may be created. If you are going to perform work within the Aviation Prioritization or Grants System (i.e. submit a project for Prioritization, approve a project for Prioritization, apply for a grant, submit a claim for an approved grant, etc), you must complete Section 2 and/or 3. Please attach and email the form to your NCDOT Airport Project Manager.

At this time, we would also like to gather information for our records pertaining to Government Officials (Mayors, Airport Authority Board Members, etc.) associated with each airport. We need section 1 completed for those individuals by the designated Airport Security Coordinator. Email the form to your NCDOT Airport Project Manager.

Red (*) = required field.

1. Do you have access to SPOT (Highways Prioritization), PTD Grants, GHSP Grants, Or Aviation Prioritization System Access for other airports? *

2. Would you like to remove a person's authorization to the Aviation Prioritization System for your airport? *

If yes, please provide a name or username _____

The aviation prioritization System, GHSP Grants, PTD Grants and SPOT (Highways Prioritization) use the same password for system access. Your secure 8 digit number to identify yourself to NCDOT Help Desk if needed should be the same for all of these systems as well .

Section 1 - User ID Information/Government Official Information

First *	Last *
Agency *	
Agency Address *	
Airport Code *	Vendor Master (NCDOT Use only)
Phone Number *	BP# (NCDOT Use only)
Email *	
Job Function * ☐ Airport Employee ☐ Consultant ☐ Sponsor	

Section 2 - Aviation Prioritization Role Information

Role * ☐ Display (View) ☐ Project Submit ☐ Sponsor Approval	
NCID * If you do <u>not</u> have an NCID click on the appropriate link: • State Government Employees • Local Government Employees • Individual (Business Users, Federal Government, Non-State/Local Govt Consultants) NCIDs are user specific and cannot be shared. The NCID/myNCID account should be under your name and email address, not your business or organization. If the email address on the NCID/myNCID must match the email address listed above. Otherwise, your request will be rejected.	

Section 3 - Aviation Grants Role Information

Final approval of Application, Claims for Reimbursement and Change Request forms will be identified based on your job function selection. In order to have access to the EBS system, you must be an active employee of the department and the person responsible for the role.

☐ Display (View)
☐ Create / Save Application (Request For Aid)
☐ Submit Final Application Grant

MAILING ADDRESS:

NC Department Of Transportation
Aviation Division
1560 Mail Service Center,
Raleigh NC, 27699-1560

Telephone: 919-814-0550
Fax: 919-840-9267

<http://ncdot.gov/aviation/>

LOCATION :

1050 Meridian Drive,
RDU Airport, NC 27623

- ☐ Create / Save Claims for Reimbursement
- ☐ Submit Claim
- ☐ Create / Save Change Request (Amendment / Revision) (Budget / Grant)
- ☐ Submit Change Request

I certify information above is accurate and I am the authorized person to perform the duties listed.

Print Name (User)*:

Signature (User) :

Print Name (Authorized Official)*:

Signature (Authorized Official) :

Authorized Official must coincide with what Aviation has on file.

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LOCATION :

1050 Meridian Drive,
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