STATE GRANT & LOAN PROGRAMS

DRAFT REVISIONS TO THE FOLLOWING PROGRAMS FOR COMMISSION APPROVAL:

1. **STATE AID GRANT PROGRAM**
2. **REVOLVING HANGAR LOAN PROGRAM**
3. **REVOLVING FUEL STORAGE LOAN PROGRAM**

STATE AID GRANT PROGRAM

NDOT DIVISION OF AERONAUTICS PROJECT PRIORITIZATION MATRIX

B	C	D	E	F	G	H	I	J	K	L	
Indicates FAA component	Airport			Project							
Project	Compliance	NPIAS/Non-NPIAS	Airport Code	Purpose	Component	Type	Self-funding	Alignment with SASP	Special Considerations	Total	PRIORITY
Maximum Point Values →	*45*	*20*	*80*	*70*	*180*	*70*	*7*	*20*	*40*		

NEBRASKA

Good Life. Great Journey.

DEPARTMENT OF TRANSPORTATION

PRIORITIZATION METHODOLOGY MATRIX OPERATING INSTRUCTIONS

Nebraska Department of Transportation

Division of Aeronautics

April 30, 2026 – Awaiting Commission Approval

PRIORITIZATION METHODOLOGY MATRIX OPERATING INSTRUCTIONS

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PRIORITIZATION METHODOLOGY MATRIX OPERATING INSTRUCTIONS

1. OPERATING INSTRUCTIONS

Disclaimer: The Prioritization Methodology Matrix is a tool to facilitate the evaluation and ranking of airport projects for planning, budgeting, and granting of STATE FUNDS by utilizing relevant information to make objective decisions considering the collective needs of the state's aviation system through consistent application.

The Prioritization Methodology informs funding decisions for the Nebraska Aeronautics Commission (NAC) and allows resources to be allocated in an appropriate and transparent manner.

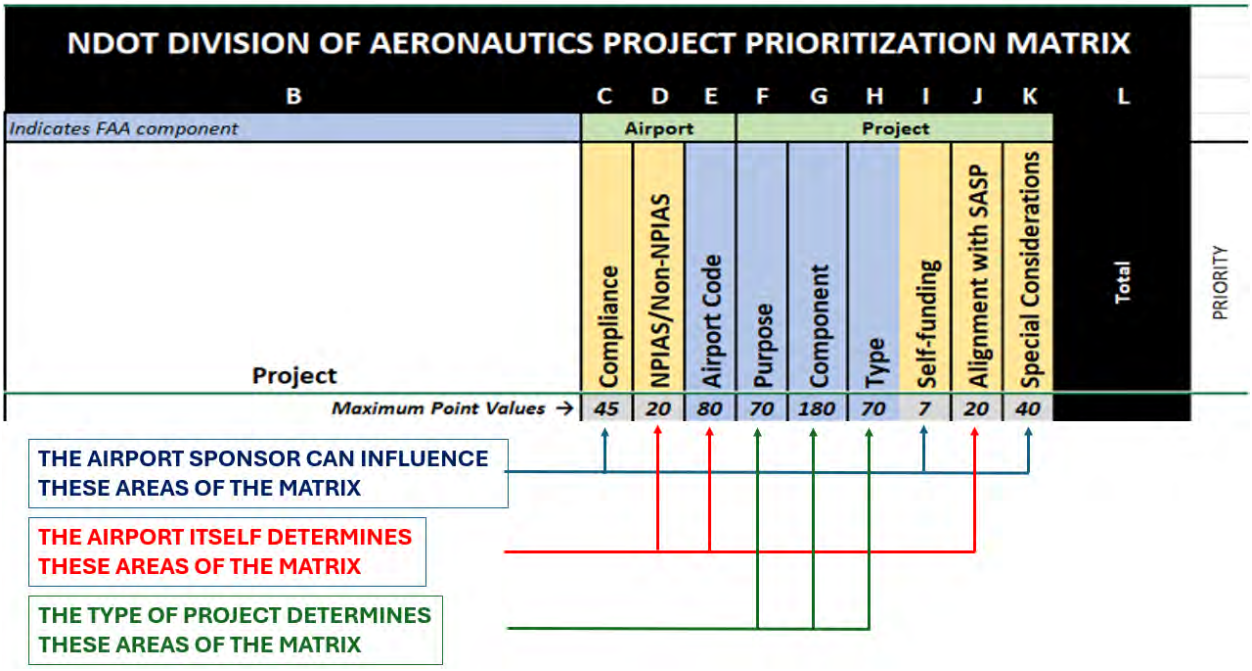
The matrix is completed as a group, and members include Engineering Division Manager, Professional Engineer II, Airport Service Manager and Aviation Liaison Technician, with further support from the Director, Division of Aeronautics if required. Members of the NAC may modify the matrix with special considerations if desired.

To utilize the Prioritization Methodology Matrix:

1. Open Project Prioritization Methodology Matrix spreadsheet. The spreadsheet is located at F:\\engr\State Grant\Prioritization System\Prioritization System Matrix
2. Fill in name of projects to be evaluated utilizing the model in Column B.
3. In Column C, determine Airport "Compliance" utilizing criteria in item (1) below. This will include Airport approaches and licensing standards. The total scoring for Compliance will vary between 0 and 30 points, with 0 or 10 points being given for approaches and varying between 0 to 20 points being given for airport licensing standards.
4. In Column D, determine if the airport is NPIAS or Non-NPIAS. A NPIAS airport will receive 10 points, and a non-NPIAS airport will receive 20 points.
5. In Column E, determine the appropriate Airport Code from the Airport Categories and Values chart modified from FAA Order 5090.5 Appendix E. These values will vary between 12 and 20 points depending on the type of airport.
6. In Column F, determine the appropriate Purpose Code from the Purpose Code Values chart modified from FAA Order 5090.5 Appendix E. These values will vary between 50 and 100 points depending on the intended purpose of the project.
7. In Column G, determine the appropriate Component Code from the Component Code Values chart modified from FAA Order 5090.5 Appendix E. These values will vary between 25 and 90 points depending on the component value of the project.
8. In Column H, determine the appropriate Type Code from the Type Code Values chart modified from FAA Order 5090.5 Appendix E. These values will vary between 24 and 100 points depending on the type value of the project.
9. In Column I, determine Self-Funding utilizing the criteria in item (8) below. Airports will vary in score between 0, 5 and 10 points.
10. In Column J, determine alignment with the Statewide Airport System Plan (SASP) utilizing the diagram in item (9) below taken from Chapter 3, table 3-1 in the SASP. Scoring will be either 0 or 25 depending on system plan alignment.
11. In Column K, determine if there are any special considerations by determining how many quantitative special criteria are met. If all criteria are met, the total for the category is 20.

Additional special considerations will be determined by the Aeronautics Commission and considered as projects are discussed. The maximum score for additional special considerations is 20, and the total points possible for the Special Considerations section is 40.

12. The formula in Column L will calculate a final score for the project. Once all projects have a score, they are ranked automatically by priority. At this time, they may be sorted using Excel "custom sort" function for column L to sort by total points, high to low, and then presented to the Nebraska Aeronautics Commission for consideration.



Below is guidance for the Project Prioritization Model

2. COMPLIANCE

Note: Airports must have a current state license and have no licensing violations unless the request being made is to correct licensing violations.

APPROACHES:

Airport compliance with approaches refers to adhering to regulatory requirements and safety standards governing the procedures used by aircraft to approach and land at an airport. These procedures are critical for ensuring the safe and efficient operation of air traffic and minimizing the risk of accidents during the arrival phase of flight. Here's how airport compliance with approaches typically works:

Regulatory Framework: The FAA establishes standards and regulations governing aircraft approaches. These regulations encompass various aspects, including instrument procedures, airspace design, navigation aids, and safety requirements.

PRIORITIZATION METHODOLOGY MATRIX OPERATING INSTRUCTIONS

Instrument Procedures: Airports develop and implement instrument procedures for aircraft to follow when approaching and landing. These procedures include Standard Instrument Departures (SIDs), Standard Terminal Arrivals (STARs), instrument approach procedures (IAPs), and missed approach procedures. These procedures provide standardized routes and altitudes for aircraft to follow, enhancing safety and efficiency.

Navigation Aids: Airports are equipped with navigation aids, such as Instrument Landing Systems (ILS), VHF Omnidirectional Range (VOR), Distance Measuring Equipment (DME), and Global Navigation Satellite Systems (GNSS), to assist aircraft during approaches. These navigation aids provide pilots with accurate positional information and guidance cues to ensure precise navigation and safe landings, especially in adverse weather conditions or low visibility.

Airspace Design: The design of airspace around airports plays a crucial role in facilitating safe and orderly aircraft approaches. Airports work closely with aviation authorities to design airspace configurations that optimize traffic flow, minimize conflicts between arriving and departing aircraft, and maintain separation from other airspace users.

Terrain and Obstacle Clearance: Aircraft approaches must ensure adequate terrain and obstacle clearance to prevent collisions and ensure the safety of flight paths. Airports conduct obstacle surveys and obstacle limitation surface assessments to identify potential hazards and establish minimum safe altitudes for approaches. Compliance with these clearance requirements is essential for safe aircraft operations.

Weather Considerations: Weather conditions can significantly impact aircraft approaches, requiring adjustments to procedures and operational decisions to ensure safety. Airports monitor weather conditions closely and may implement special procedures, such as Category II or Category III instrument approaches, to facilitate landings in low visibility conditions. Compliance with weather-related regulations and guidelines is critical for safe and efficient airport operations.

Training and Certification: Airport personnel, including air traffic controllers, pilots, and airport operators, receive specialized training and certification to ensure compliance with approach procedures and safety standards. Training programs cover topics such as airspace regulations, communication protocols, navigation equipment operation, and emergency procedures to maintain proficiency and readiness for handling approach operations.

Overall, airport compliance with approaches involves a comprehensive approach to regulatory compliance, safety management, infrastructure maintenance, and personnel training to ensure the safe and efficient arrival of aircraft at airports. Compliance with established standards and procedures is essential for maintaining the integrity of the aviation system and safeguarding the traveling public.

Note: Under certain circumstances, permanent obstacles such as roads may penetrate Part 77 and/or license surfaces. Points may be added back in the special considerations' component under such circumstances.

STATE LICENSING STANDARDS:

PRIORITIZATION METHODOLOGY MATRIX OPERATING INSTRUCTIONS

Airport compliance with state licensing standards involves adhering to regulations and requirements set forth by state authorities to ensure the safe and efficient operation of airports within their jurisdiction.

According to Nebraska Administrative Code (NAC), Title 17, Nebraska Department of Aeronautics 003.02 Minimum Standards for Public Use Airports:

003.02A – The effective runway length of a paved primary runway shall be at least 1400 feet plus 25% of the MSL elevation of the site. The effective runway length of an unpaved primary runway shall be at least 1800 feet plus 25% of the MSL elevation of the site.

003.02B – A paved runway shall be at least 50 feet wide. An unpaved runway shall be at least 100 feet wide.

003.02C – No object shall penetrate above the primary surfaces, approach surfaces, and transitional surfaces.

003.02D – Objects shall include anything fixed or mobile except aeronautical facilities whose location is fixed and necessary because of their function.

All crops except hay shall be considered objects and their height shall be measured as the height of the crops when fully grown, despite the actual crop height at any specific time.

Roads and railroads are considered to be objects and the following heights shall be added to the height of the road or railroad to accommodate the height of vehicles:

1. Interstate Highway: 17 feet
2. Public Highway or road: 15 feet
3. Private Road: 10 feet
4. Railroad: 23 feet

Parked aircraft and vehicles are considered objects. Parking areas shall be placed so that the tallest aircraft or vehicle does not penetrate the approach, primary, and transitional surfaces.

003.02E – The primary surface shall be the same elevation as the nearest point on the runway centerline and 250 feet wide centered on the runway centerline. The primary surface includes the full length of the runway and extends 200 feet beyond each runway threshold for paved runways.

003.02F – The approach surface extends outward from the primary surface and upward along a 20 to 1 slope (20 feet horizontal to 1 foot vertical) for a horizontal distance of 1,000 feet. The width of the approach slope is 250 feet at the beginning and widens out 1,000 feet. The width of the approach slope is 250 feet at the beginning and widens out to 450 feet at the farthest point. The approach surface begins at the end of the primary surface and is longitudinally centered on the runway centerline.

003.02G – The transitional surface extends upwards from all approach and primary surfaces at a slope of 7 to 1 (7 feet horizontal to 1 foot vertical) perpendicular to the runway centerline. The transitional surface includes all areas that are not in the approach or primary surface. The

transitional surface ends at a height of 50 feet above the elevation of the nearest runway centerline. Crops are not considered objects in the transitional surface.

003.02H – The Department may waive the minimum standards, pursuant to 17 NAC 1-003.02A-G, when such a waiver does not endanger public health, safety, or welfare. The airport/heliport license shall state the conditions of the waiver by reference or in full.

Note: For the purposes of the Prioritization System, Licensing Violations will be pulled from the most recent published Licensing Report that has been received by the airport.

Compliance

Approaches Clear	10 Points.
Approaches Not Clear	0 Points.

No License Violations	20 Points.
License Violations Corrected <1Mo.	15 Points.
License Violations Corrected >1mo. <6 mo.	10 Points.
Inadequate time to address deficiencies	10 Points.
License Violations Corrected >6mo. <1 yr.	5 Points.
Chronic License Violations Year Over Year	0 Points.

*NOTE: License violation values are for a period of last 12 months or previous License inspection, whichever is greater.

**NOTE: Compliance has a total potential value of 45 points based on an initial value of 30 points times the category weighting of 1.5 or 150% of the total points available.

3. NPIAS/NON-NPIAS

According to FAA Order 5090.5, per the requirements of Title 49 USC section 47103, the National Plan of Integrated Airport Systems (NPIAS) identifies existing and proposed airports that are considered significant to national air transportation and thus may be eligible to receive federal grants.

Non-NPIAS Airport	20 Points.
NPIAS Airport	10 Points.

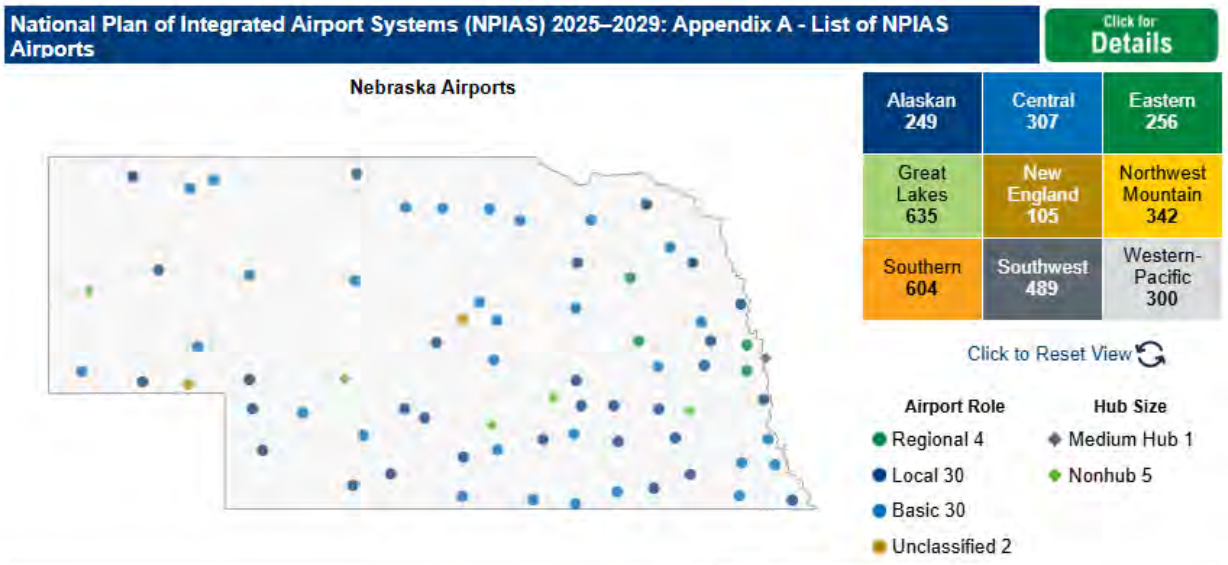
**NOTE: NPIAS/NON-NPIAS has a total potential value of 20 points based on an initial value of 20 points times the category weighting of 1.0 or 100% of the total points available.

PRIORITIZATION METHODOLOGY MATRIX OPERATING INSTRUCTIONS

4. AIRPORT CODE

The Airport Code plays a crucial role in classifying and prioritizing airports based on their significance within the national air transportation system. These classifications guide critical decisions related to funding, strategic planning, and resource allocation, ensuring that airports are developed and supported according to their importance and role in the aviation network.

AIRPORT CODE VALUES	
Airport Role / Hub Size	**"A" Value**
Medium-Hub	**20**
Regional / Non-Hub	**18**
Local	**16**
Basic	**14**
Unclassified/Non-NPIAS	**12**



Central Airports

State	Grand Total	Airport Role					Hub Size		
		National	Regional	Local	Basic	Unclassified	Medium Hub	Small Hub	Nonhub
Iowa	79		10	41	19	4		2	3
Kansas	80	4	9	28	30	4		1	4
Missouri	76	3	11	38	17	1	2	1	3
Nebraska	72		4	30	30	2	1		5
Grand Total	307	7	34	137	96	11	3	4	15

1. REGIONAL – High levels of activity with some jets and multi-engine propeller aircraft. Supports regional economies by connecting communities to statewide and interstate markets.

2. LOCAL – Moderate levels of activity with some multi-engine propeller aircraft. Supplements communities by providing access to primarily intrastate and some interstate markets.
3. BASIC – Moderate to low levels of activity. Supports GA activities (e.g., emergency services, charter or critical passenger service, cargo operations, flight training and personal flying).
4. UNCLASSIFIED – Low levels of activity. Provides access to the aviation system.
5. MEDIUM-HUB – Accounts for at least 0.25% but less than 1% of the total annual passenger enplanements in the United States
6. NON-HUB – Accounts for more than 10,000 annual passenger enplanements but less than 0.05% of the total passenger enplanements in the United States.

Link to FAA Order 5090.5 National Plan of Integrated Airport Systems (NPIAS) Appendix A: List of NPIAS Airports (All States)(PDF)
https://www.faa.gov/sites/faa.gov/files/airports/planning_capacity/npias/current/%20ARP-NPIAS-2025-2029-Appendix-A.pdf

**NOTE: Airport Code has a total potential value of 80 points based on an initial value of 20 points times the category weighting of 4.0 or 400% of the total points available.

5. PURPOSE CODE

The purpose code identifies the overall purpose or intent of the project.

PURPOSE CODE VALUES	
Description	**"P" Value**
Safety/Security	100
Reconstruct	75
Eligible Maintenance*	75
Rehabiliation	70
Capacity	70
Extension/Expans/New Construction	68
Planning	65
Standards	58
Special Programs	50

*Note: Eligible Maintenance includes actions that slow the deterioration of airport infrastructure by identifying and addressing specific deficiencies. Throughout the infrastructure's useful life, the sponsor is responsible for budgeting and performing regular maintenance to maximize longevity and prevent major failures. Outside of the infrastructure's useful life, the eligible maintenance code on this table is applicable.

**NOTE: Purpose Code has a total potential value of 70 points based on an initial value of 100 points times the category weighting of 0.7 or 70% of the total points available.

PRIORITIZATION METHODOLOGY MATRIX OPERATING INSTRUCTIONS

6. COMPONENT CODE

The component code identifies the physical component for which the development is intended.

COMPONENT CODE VALUES	
Description	**AIP "C" Value**
Runway	**90**
Equipment	**85**
Obstruction Identification	**85**
Taxiway/Taxilane	**70**
Airport Master Planning	**70**
Apron	**65**
State Regional Planning	**65**
Planning	**60**
Airport layout Plan	**60**
Landside	**45**
Terminal Area Plan	**45**
Building	**32**
Airfield	**25**

**NOTE: Component Code has a total potential value of 180 points based on an initial value of 90 points times the category weighting of 2.0 or 200% of the total points available.

PRIORITIZATION METHODOLOGY MATRIX OPERATING INSTRUCTIONS

7. TYPE CODE

The type code identifies the actual work being done on the project.

TYPE CODE VALUES	
Description	**AIP "T" Value**
Obstruction Mitigation	**100**
ARFF/Building	**100**
State Regional Planning	**100**
Obstruction	**100**
Full Airside Pavement Const/Rehab	**100**
Airfield Guidance Signs	**92**
Snow Removal Equipment/Building	**91**
Recurring Pavement Maintenance	**90**
Fencing	**83**
Weather Systems	**70**
Approach Aids (ODALS, PAPI, REIL, Etc.)	**68**
Drainage	**62**
Lighting	**62**
Land Acquisition	**43**
T-Hangar	**32**
Box Hangar	**30**
Terminal Building	**28**
Access Roads/Parking	**25**
Fuel Farm	**24**

**NOTE: Type Code has a total potential value of 70 points based on an initial value of 100 points times the category weighting of 0.7 or 70% of the total points available.

8. SELF-FUNDING CAPABILITIES

Self-funding is a critical component for the success of airport projects. Self-funding refers to an airport's willingness to contribute more in funds to a state aid only project. Demonstrating financial commitment and capability not only reflects fiscal responsibility but also increases the project's credibility and viability. This proactive approach reassures grant providers that their investment will be supplemented effectively, leading to higher chances of securing necessary state support.

The airport:

Airport sponsor contributes standard share of project	0 Points.
Airport sponsor contributes up to 5% additional	5 Points.

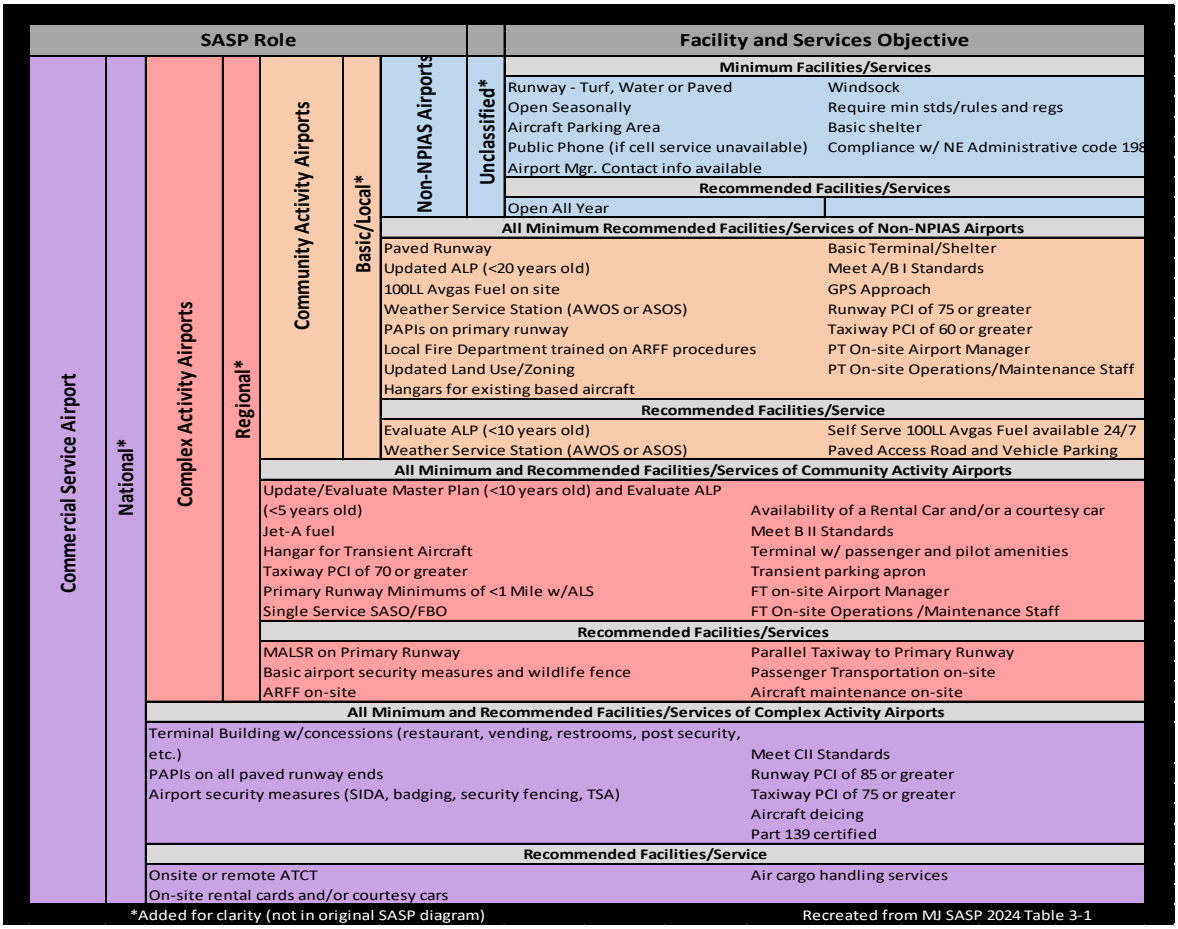
PRIORITIZATION METHODOLOGY MATRIX OPERATING INSTRUCTIONS

Airport sponsor contributes more than 5% additional 10 Points.

**NOTE: Self-funding has a total potential value of 7 points based on an initial value of 10 points times the category weighting of 0.7 or 70% of the total points possible.

9. ALIGNMENT WITH STATE AIRPORT SYSTEM PLAN (SASP)

Does airport align with the SASP to meet or exceed the minimum standards as indicated in the SASP Table 3-1 as reproduced below:



SASP Role								Facility and Services Objective	
								Minimum Facilities/Services	
								Runway - Turf, Water or Paved	Windsock
								Open Seasonally	Require min stds/rules and regs
								Aircraft Parking Area	Basic shelter
								Public Phone (if cell service unavailable)	Compliance w/ NE Administrative code 198
								Airport Mgr. Contact info available	
								Recommended Facilities/Services	
								Open All Year	
								All Minimum Recommended Facilities/Services of Non-NPIAS Airports	
								Paved Runway	Basic Terminal/Shelter
								Updated ALP (<20 years old)	Meet A/B I Standards
								100LL Avgas Fuel on site	GPS Approach
								Weather Service Station (AWOS or ASOS)	Runway PCI of 75 or greater
								PAPIs on primary runway	Taxiway PCI of 60 or greater
								Local Fire Department trained on ARFF procedures	PT On-site Airport Manager
								Updated Land Use/Zoning	PT On-site Operations/Maintenance Staff
								Hangars for existing based aircraft	
								Recommended Facilities/Service	
								Evaluate ALP (<10 years old)	Self Serve 100LL Avgas Fuel available 24/7
								Weather Service Station (AWOS or ASOS)	Paved Access Road and Vehicle Parking
								All Minimum and Recommended Facilities/Services of Community Activity Airports	
								Update/Evaluate Master Plan (<10 years old) and Evaluate ALP (<5 years old)	Availability of a Rental Car and/or a courtesy car
								Jet-A fuel	Meet B II Standards
								Hangar for Transient Aircraft	Terminal w/ passenger and pilot amenities
								Taxiway PCI of 70 or greater	Transient parking apron
								Primary Runway Minimums of <1 Mile w/ALS	FT on-site Airport Manager
								Single Service SASO/FBO	FT On-site Operations /Maintenance Staff
								Recommended Facilities/Services	
								MALSR on Primary Runway	Parallel Taxiway to Primary Runway
								Basic airport security measures and wildlife fence	Passenger Transportation on-site
								ARFF on-site	Aircraft maintenance on-site
								All Minimum and Recommended Facilities/Services of Complex Activity Airports	
								Terminal Building w/concessions (restaurant, vending, restrooms, post security, etc.)	Meet CII Standards
								PAPIs on all paved runway ends	Runway PCI of 85 or greater
								Airport security measures (SIDA, badging, security fencing, TSA)	Taxiway PCI of 75 or greater
									Aircraft deicing
									Part 139 certified
								Recommended Facilities/Service	
								Onsite or remote ATCT	Air cargo handling services
								On-site rental cards and/or courtesy cars	

Commercial Service Airport | National* | Complex Activity Airports | Regional* | Community Activity Airports | Basic/Local* | Non-NPIAS Airports | Unclassified*

*Added for clarity (not in original SASP diagram)

Recreated from MJ SASP 2024 Table 3-1

NOT Aligned with SASP 0 Points.

Aligned with SASP 25 Points.

**NOTE: Alignment with System Plan has a total potential value of 20 points based on an initial value of 25 points times the category weighting of 0.8 or 80% of the total points available.

10. SPECIAL CONSIDERATIONS:

Part A: Quantitative Special Considerations

Benefit/Impact:

The intent of this section is for the sponsor to "sell" the project as a benefit to the airport. This section should include a focus on regional and community benefit and will be graded based on showing benefits/impacts in the areas of: **Economic Benefits**, **Job Opportunities**, **Local Infrastructure**, **Tourism Support**, **Improved Access**, **Community Benefits** and **Regional Growth.**

a. **Economic Benefits** –General Aviation airports projects support local economies by attracting businesses, encouraging investment, and creating opportunities for local entrepreneurs. They improve connections to nearby markets, promote trade, and help support industries that rely on air transportation for goods and services.

b. **Job Opportunities** – GA airport projects create jobs during construction and operations. Construction supports local contractors and laborers, while operational activities provide jobs for pilots, mechanics, line service staff, and airport managers. These projects also indirectly support nearby businesses, such as hotels, restaurants and transportation services.

c. **Local Infrastructure** – Improvements to GA airports often lead to better local infrastructure, like upgraded roads, utilities and transportation networks. These enhancements make the area more accessible and support additional development, such as hangars, FBOs and aviation-related businesses.

d. **Tourism Support** – GA airports help bring tourists to local destinations, boosting revenue for hotels, restaurants, and attractions. They serve as gateways for recreational flyers and visitors, contributing to the local tourism industry.

e. **Improved Access** – GA airports enhance accessibility to surrounding regions, connecting communities to medical services, business opportunities, and educational resources. They make it easier to residents and businesses to travel quickly and efficiently.

f. **Community Benefits** – Projects that support GA airports improve quality of life by providing convenient travel options and supporting emergency services like medical flights and disaster relief. Many GA airports also host community events, flight training programs, and outreach activities that benefit local residents.

g. **Regional Growth**– Well-maintained GA airports help regions stay competitive by attracting businesses, talent and investment. They encourage economic diversification and position the area as a hub for innovation and growth in aviation-related and non-aviation industries.

Overall, an airport project can serve as a catalyst for sustainable growth, prosperity, and development, creating long-term benefits for the region or community it serves. By fostering connectivity, economic activity, and social progress, airports play a vital role in shaping the future trajectory of a region and improving the lives of its residents.

0 categories demonstrated	0 Points.
1 to 2 categories demonstrated	5 Points.

3 to 4 categories demonstrated	10 Points.
5 to 6 categories demonstrated	15 Points.
7 or 8 categories demonstrated	20 Points.

h. **Airport Zoning** – Describe your current airport zoning regulations or your relationship with the applicable county or airport zoning authority. Include a summary of the existing zoning framework governing the airport and surrounding areas.

Part B: Qualitative Special Considerations

There are 20 extra points as a special consideration or an "x" factor. These points will be helpful in delineating between projects that are close in score. The default score in Section 10 Part B will be zero.

Varying between	0 – 20 Points.

**NOTE: Special Considerations have a total potential value of 40 points based foin an initial value of 40 points times the category weighting of 1.0 or 100% of the total points available.

NEBRASKA

Good Life. Great Journey.

DEPARTMENT OF TRANSPORTATION

STATE AID GRANT PROGRAM
DRAFT FOR COMMISSION REVIEW
APRIL 30, 2026

Nebraska Department of Transportation (NDOT)

Division of Aeronautics

STATE AID GRANT PROGRAM

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STATE AID GRANT PROGRAM

I. PROGRAM OVERVIEW AND INTENT

The Nebraska Department of Transportation, Division of Aeronautics (NDOT or Aeronautics) and the Nebraska Aeronautics Commission (Commission) have developed the **State Aid Grant Program.** The intent of the Program is to assist in the development of public-use aviation facilities in Nebraska. This program includes state aid provided as part of a federally funded project.

The Commission has two (2) types of funds from which to allocate state grants: the Project Grant Fund, funded through the aviation fuels tax, and the Aeronautics Capital Improvement Fund, funded through a tax on the sales and use of aircraft.

Primary airports with scheduled, non-subsidized, commercial service are eligible to receive up to $300,000 allocation in state aid per year in recognition of the substantial economic impact these facilities have in generating the funds used to provide state grants.

Note: The State Aid Grant Program is divided into three (3) allocation categories to support different airport funding needs. State Aid Only Grants fund stand-alone projects using only state and local funds, with no federal involvement. Federal Matching Grants provide state funds to help reduce the local share required for federally funded projects. Primary Airport Allocations are dedicated to commercial service airports that offer scheduled, non-subsidized flights. All allocations are subject to approval by the Aeronautics Commission.

Project approval and funding limits are determined by the Commission. The Commission has the right to fund projects outside the scope of this program at their discretion.

II. ELIGIBILITY

A. WHO IS ELIGIBLE?

1. ANY MUNICIPALITY operating a public-use airport. A municipality (airport sponsor) can be an airport authority, city, county, or village.
2. AIRPORTS must have a current state license done in accordance with Title 17, Chapter I of the Nebraska Administrative Code and have no outstanding licensing violations, unless the request is specifically to correct such violations.

B. WHAT IS ELIGIBLE?

To be eligible for the state aid program, the following requirements should be met:

- The project is reasonably consistent with the Nebraska System Plan for the development of the area in which the airport is located.
- The project can be completed without undue delay on the sponsor's part.

- The sponsor has sufficient funds to cover their share of the project.

Following are examples of eligible and ineligible projects. This is only a partial listing of projects. For questions on whether a project would be eligible for funding under this program, contact NDOT, Division of Aeronautics at 402-471-2371 or NDOT.AeroEngineering@nebraska.gov

C. ELIGIBLE UNDER THIS PROGRAM

1. All federal grants (AIP, BIL, etc.) are eligible for state grant matching funds, apart from hangars and fuel storage.
2. Grading, paving, and pavement rehabilitation, including seal coating and crack sealing of runways, taxiways, taxilanes and aprons.
3. Lighting of eligible paved or graded items, including a vault, electrical equipment, beacon, standby generator, reflective markers, airport lighting, etc.
4. Visual Navigational Aids (Navaids) - PAPI, REIL, ALS, etc. and AWOS. Emphasis will be placed on navaids for instrument runways and on those needed for obstacle clearance.
5. Airport layout plans (ALP), Environment Assessment Reports (EA), and other planning studies.
6. Obstruction removal of objects in the runway protection zones and objects violating state licensing or Part 77 obstruction standards. Includes the relocation of roads to allow necessary airport development.
7. Land and easement acquisition for all airport developments, including fencing and relocation, as well as site clearing of new land.
8. Administration and terminal buildings - public-use areas only. Areas rented or reserved for private use are not eligible. Airport offices such as the manager's office or the authority's meeting room are eligible. The eligible amount will be determined by prorating the actual square feet of each area.
9. Related Items (listed below) are eligible at the same rate of participation as the item to which they are related.
    i. Consulting and other fees, such as engineering, testing, advertising, administrative and legal fees. These fees are only eligible when the project they are related to is completed within a reasonable time. Typically, the fees are not reimbursed until after the construction/acquisition contracts are executed.
    ii. Related construction items like pavement repairs, utility relocation, incidental fencing, marking, seeding, drainage structures, ducts, etc.

10. Preliminary engineering for large projects (greater than $500,000) to include 30% design, scope, pavement section and cost estimate. There are no guarantees of future funding to complete the project.

D. NOT ELIGIBLE UNDER THIS PROGRAM

Not eligible under state-aid only grant program:

a. Security (TSA Part 1542) and guidance signs (FAR Part 139).

b. Vehicles (SRE and ARFF) and associated buildings.

c. Passenger lifts for commuter aircraft.

d. Emergency Repairs.

e. Other regular maintenance items including tree trimming and removal on airport property.

f. Wildlife Fence

g. Runway development not shown on an approved ALP.

h. Previously completed projects

i. Pavement projects that exceed $500,000 that do not have preliminary engineering.

j. Hangars **

k. Fuel storage **

*The Commission will fund obstruction removal only once per area. For example, if a tree is removed as an obstruction but later regrows, removal will not be funded a second time.

** Hangars and Fuel storage are eligible under the state loan programs.

III. FUNDING LIMITS.

State grants typically reimburse eligible project expenses at the following percentages:

- State Projects: up to 90% state funds
- State Projects acquiring land, terminal buildings, access roads and parking lots: up to 50% state funds.
- Preliminary Engineering for pavement projects over $500,000: up to 75% state funds, 25% sponsor funds.
- Federal Projects: up to 50% of local match.

State aid-only grants, funds are limited to $300,000 per airport per fiscal year, except that runway

rehabilitation/re-construction for state-aid only projects are limited to $1,000,000. State matching funds requests allocated for a federal project are limited to a total of $200,000. A federal project includes the entire scope of the federal grant. Multiple federal grants which are used to finance the same scope of work are one project.

A federally funded project with the same scope of work can receive funding for different phases (e.g., engineering and construction), but the total funding is capped at $200,000. Multiple grant applications are allowed, but the total awarded cannot exceed this cap. Funding for one phase does not guarantee funding for future phases.

These provisions do not affect the primary airport allocations outlined in Section I.

IV. GENERAL REQUIREMENTS AND CONDITIONS.

A. The existing airport and the proposed project must meet the Aeronautics licensing standards. The airport must have an approved airport layout plan (ALP), and the proposed project must follow the ALP. If not, 25% of state funds will be withheld from the sponsor until this is corrected.

B. Any work completed prior to commission approval must be essential to the development and comply with the specifications in Section VII to be eligible for state aid-only grants.

C. The sponsor must comply with all program requirements and state grant agreement assurances and conditions.

V. APPLICATION.

The airport sponsor must apply for funding on a form provided by aeronautics.

To request funding through the Revolving Hangar Loan program, the airport sponsor must submit an application to Aeronautics.

A. APPLICATION. A grant application form entitled “Request for a State Aid Project Application Form” is available for download on the Aeronautics website. Applicants may also request that Aeronautics provide the form via email or by mail.

A completed application consists of the form, sketches, photos, supporting information, and letters of support.

The Aeronautics Engineering Division will respond with recommendations and requirements. Additional information may be requested from the sponsor.

B. DEADLINES AND ALLOCATION DATES

1. Applications for state aid are **due September 1**. Submission can be electronic or by mail.

2. Project hearings will be held at the Commission meeting in October. For State Aid

only, the airport sponsor or representative should plan on attending the October meeting in-person or on-line to present the project.

3. Exceptions. None.

4. Availability of State Funds. State funds will be available upon Commission approval as soon as the airport sponsor has completed steps A-I listed in Section VII.

5. **One-year deadline for projects to be underway.** State funds will be automatically withdrawn, without prejudice, if a state project does not have an executed construction contract eleven (11) months after the allocation of state funds. For land acquisition projects, the legal notice to landowners must be sent within one year. Airport sponsors can request Commission approval for an extension to the one-year deadline if circumstances warrant it.

   State funds allocated to a federal project can be carried into the next fiscal year if the project has been delayed due to unforeseen federal funding delays that are no fault of the sponsor. For these projects, the funds will expire two years from the allocation date. As stated for state projects, the sponsor can request an extension past the two-year deadline.

VI. HOW THE PROGRAM WORKS.

A. APPLICATION is made to Aeronautics on the form referenced in Section VI.

B. STATE PRIORITIZATION METHODOLOGY MATRIX. Aeronautics runs every proposed eligible (IAW Section III A of this Program) project through the currently approved state prioritization methodology matrix. The resulting ranking of projects is used by the Commission to assist in allocating state grant funds.

C. If a proposed project DOES NOT MEET ELIGIBILITY, it will be documented as such, excluded from the State approved prioritization methodology matrix and marked as INELIGIBLE in the materials presented to the Commission. The Commission will determine whether to address ineligible projects.

D. COMMISSION APPROVAL. The Commission must approve all grant funding. Sponsors must generally present their request for aid to the Commission. If a Sponsor is unable to attend, either in-person or virtually, Aeronautics staff, or the Sponsor's consultant may present a project on behalf of a sponsor.

E. LAND ACQUISITION. The sponsor must follow FAA guidelines if the airport is eligible for future federal funds. Aeronautics has a handout available on these guidelines. If the airport is not eligible for federal funds, the land must be appraised, and the appraisal must be acceptable to Aeronautics.

   Once the land has been purchased, the sponsor must provide a copy of the recorded deed

and either proof of title insurance or a title opinion showing the city or county as owner. Aeronautics can reimburse for the land costs only after approving these documents. No construction can begin on the new property until Aeronautics approves the title insurance document of the title opinion.

F. ENGINEER, ARCHITECT or CONSULTANT

1. Selection. For consultant selection, follow AC150/5100-14E *Architectural, Engineering and Planning Consultant Services for Airport Grant Projects*. Aeronautics requires that the sponsor hire a qualified consultant.

2. Contract. A written contract is required. Follow the Aeronautics-approved sample contract format. Aeronautics must approve the contract if the costs are to be eligible.

3. Eligible Costs. Only the consulting work related to eligible construction items, or the approved scope of work is eligible for reimbursement. If ineligible construction items are built, a prorated share of the engineering costs also will be ineligible. If a construction item is designed but not built, the engineering design costs for that item are ineligible.

G. PLANS, SPECIFICATIONS AND MAINTENANCE PLAN. Aeronautics requires plans and specifications for all construction contracts exceeding $49,999 per the Nebraska State Procurement Act (Nebraska Rev. Stat. § 73-802 through 73-819). A maintenance plan for the item being built is required for all paving projects.

1. Standard Specifications. For state-aid only projects, Aeronautics recommends using the NDOT Standard Specifications for Highway Construction and the Aeronautics general provisions.

2. Preparation. The sponsor must hire a registered engineer or architect with the appropriate qualifications to prepare these. The plans and specifications must be approved by Aeronautics before advertisement.

3. Maintenance Plan. Aeronautics will prepare a maintenance plan for the new pavement, to include the anticipated maintenance items, estimated costs and the years in which the maintenance should occur. The sponsor can use this plan or submit their own plan, which must be approved by the Aeronautics Engineering Division. A condition in the state grant agreement requires the sponsor to follow the plan.

   Note: Eligible maintenance includes actions that slow the deterioration of airport infrastructure by identifying and addressing specific deficiencies. Throughout the infrastructure's useful life, the sponsor is responsible for budgeting and performing regular maintenance to maximize longevity and prevent major failures.

H. BIDDING. For construction contracts estimated to exceed $49,999 ($50,000 or greater), the

airport sponsor must advertise for bids in the local paper. Aeronautics generally recommends that the project is advertised three times. For construction contracts that are $49,999 or less, the sponsor may solicit informal bids. The sponsor opens the bids and then sends Aeronautics a bid tabulation with their intent to award the contract subject to Aeronautics concurrence.

I. STATE GRANT AGREEMENT. Aeronautics will prepare a state grant based on known prices, after receipt of the:

1. Bids and sponsor award action on a construction project; or
2. signed consultant contract on a planning project; or
3. appraisals on a land project.

J. EXECUTED CONTRACT. Aeronautics must concur in the award of contract. After concurrence, the signed contract must be bound with the proposal, bonds, specifications, etc. and one .pdf sent to Aeronautics.

K. PAYING FOR THE PROJECT. The sponsor pays all costs as the work progresses. Aeronautics reimburses the sponsor upon receipt of the following documents.

1. Engineering, Testing and Construction Charges. For state-aid only grants, these billings must be on Aeronautics' progress estimate form. A copy of the estimates, signed by the project engineer, must be sent to Aeronautics for approval. Aeronautics will check the estimates against the terms of the contract. Aeronautics recommends that the sponsor not pay these costs until Aeronautics has approved them.

   a) Engineering & Testing. Billings based on actual charges and unit costs must be supported with time sheets, car logs, receipts, etc. If testing is billed separately, a contract with the laboratory is required.

   b) Construction. Aeronautics will check that time limitations and test results comply with the contract.

   c) Change Orders. Changes to any contract must have Aeronautics approval or the costs may not be eligible. Change orders should be approved prior to implementation of the change. Failure to do so will affect eligibility.

2. Other Charges. Generally, one copy of an itemized statement is required.

   a) Publication. Proof of publication is required.

   b) Legal. The statement must itemize the dates worked, who did the work, what was done, how many hours were worked on that date and the rate per hour. Expenses also must be itemized.

   c) Appraisal. A contract and itemized statement are required.

3. Aeronautics Administration. Aeronautics administrative charges are expenses spent on each project. These charges can vary considerably depending on the project's complexity. Aeronautics does not bill the administrative costs but subtracts them from the state grant funds. These costs are eligible for reimbursement.

4. Summary of Project Costs. Aeronautics will prepare a Summary of Project Costs when sufficient charges are accumulated. The Statement will list all project costs submitted to date, ineligible costs, and the state's share of these costs. Aeronautics subtracts their project specific expenses from the state's share instead of billing the sponsor separately. The sponsor must return the signed Statement before state funds can be forwarded.

   All funds are sent electronically to the Sponsor's designated bank account. The Sponsor completes a W9 ACH Enrollment Form provided by Aeronautics identifying the account. It normally takes 5 to 7 business days from receipt of the Statement of Cost until the funds are sent.

L. PROJECT CLOSE OUT.

1. Final Construction Progress Estimates must include:

   a) As-built plans (one .pdf).

   b) CAD drawing of pavement layout and joining.

   c) Explanation of overruns and underruns.

   d) Final working/calendar day count.

   e) As-built airport layout plan, if necessary.

2. Final Costs. After all final construction estimates are approved, Aeronautics will send a worksheet to the sponsor listing all grant costs. The sponsor will have 30 to 45 calendar days to submit any additional costs previously overlooked. The sponsor also must send in copies of the cancelled checks (front & back) written for the grant.

3. Project Overruns. If costs have exceeded the approved state funds, the sponsor may request from the Commission an increase in funding of up to fifteen percent (15%). Overruns must be carefully and thoroughly justified.

4. Final Statement of Cost. The sponsor's signature on this shows their agreement of the settlement of all costs. Aeronautics will close the grant when the final funds are sent to the sponsor.

5. Final Payments. Prior to final payment, it shall be ensured that all applicable Nebraska Department of Labor requirements have been satisfied.

6. Grant Closeout. State-aid only grants are officially closed by vote of the Commission.

HANGAR LOAN PROGRAM

NEBRASKA

Good Life. Great Journey.

DEPARTMENT OF TRANSPORTATION

REVOLVING HANGAR LOAN PROGRAM
DRAFT FOR COMMISSION REVIEW
APRIL 30, 2026

Nebraska Department of Transportation (NDOT)

Division of Aeronautics

REVOLVING HANGAR LOAN PROGRAM

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REVOLVING HANGAR LOAN PROGRAM

I. PROGRAM OVERVIEW AND INTENT

The Nebraska Department of Transportation, Division of Aeronautics (NDOT or Aeronautics) and the Nebraska Aeronautics Commission (Commission) have developed the **Revolving Hangar Loan Program** to assist municipalities install, improve, or increase the available hangar space at their public-use airports. Assistance is provided through revolving fund established by the Commission in 1992, which provides interest free loans.

This program is intended to aid and foster aviation interests and activities throughout the state. Hangars at public-use airports should be considered public assets. These hangars provide unique capabilities for the community to aid and foster aviation activity. For the benefit of the community, hangars constructed through this program should remain the property of the public body that owns and operates the airport. While various lease agreements, even long term, are made with private individuals or firms, the ownership of these facilities must remain in the hands of the public, to manage as a public asset for the community.

II. ELIGIBILITY

A. WHO IS ELIGIBLE?

1. ANY MUNICIPALITY operating a public-use airport. A municipality (airport sponsor) can be an airport authority, city, county, or village.
2. AIRPORTS must have a current state license in accordance with Title 17, Chapter I of the Nebraska Administrative Code and have no outstanding licensing violations.

B. WHAT IS ELIGIBLE?

To be eligible for the hangar loan program, the following requirements should be met:

- The project is reasonably consistent with the Nebraska System Plan for the development of the area in which the airport is located.
- The project can be completed without undue delay on the sponsor's part.
- The sponsor has sufficient funds to cover their share of the project.
- The hangar location must be consistent with what is shown on the currently approved Airport Layout Plan (ALP).
- The hangar building must meet Aeronautics' minimum standards (Aeronautics Specification H-40).

C. ELIGIBLE UNDER THIS PROGRAM

The following are examples of eligible and ineligible projects. This is only a partial listing of projects. For questions on whether a project would be eligible for funding under this program, contact NDOT Division of Aeronautics at 402-471-2371 or ndot.aeroengineering@nebraska.gov

1. T-Hangars
2. Box hangars
3. Ramps – from the hangar door to the edge of the existing taxilane or ramp.
4. Moving an existing hangar, that violates state or federal safety or design standards, to another location at the same airport.
5. Rehabilitation of existing hangar - which may include re-sheeting building and door replacement. Rehabilitation is eligible if the supporting structure has been determined to be structurally sound and serviceable by a licensed structural engineer for 20 years after the rehabilitation.
6. Acquiring a private hangar is eligible for state funds if no state funds were previously expended for the hangar and the structure has been determined to be structurally sound and serviceable by a licensed structural engineer for at least 20 years.
7. Other - finished end units, floors, electrical systems, heating systems, stubbed-in utilities, insulation, other necessary items within 27.5' of the building, and engineering fees.

D. NOT ELIGIBLE UNDER THIS PROGRAM:

1. Finished interior spaces, such as bathrooms and offices, in non-public areas of the hangar.

III. FUNDING AND PAYMENTS

A. NDOT SHARE: Aeronautics may loan up to 80% of the eligible costs, up to the amount approved by the Commission.

B. MAXIMUM LOAN AMOUNT: $1,000,000 per project.

C. REPAYMENT PERIOD. The hangar loan repayment period is 20 years.

D. PAYMENTS. Monthly payments will be paid by the airport sponsor via ACH (Automated Clearing House). The payment amount will be the amount of the new loan agreement divided by the repayment period (in years) divided by 12 months per year. No interest or carrying charges will be charged.

Payment is calculated as:

Payment Amount = Loan Amount ÷ 20 years ÷ 12 months

Account statements will be provided on an annual basis or as requested.

E. FUNDING FROM OTHER SOURCES. If federal funds or other funding sources pay for a portion of the project, the loan can include the local share. However, this loan program is not intended to fund the local share of projects that are otherwise fully funded through a grant or other external funding source.

F. TRANSFER OF OWNERSHIP PENALTY. Should the airport sponsor transfer ownership of the hangar within 20 years of the loan allocation date, the airport sponsor shall pay the balance of the loan and a penalty to the hangar loan fund for the accrued simple interest over the entire time of the loan at a rate of 5% or as set at the time of the loan.

IV. APPLICATION

To request funding through the Revolving Hangar Loan program, the airport sponsor must submit an application to Aeronautics.

A. APPLICATION. A loan application form entitled 'Request for a Revolving Hangar Loan - Application Form' is available for download on the Aeronautics website. Applicants may also request that Aeronautics provide the form via email or by mail.

There are sections in the form where the airport sponsor must include:

- DESCRIPTION of the project.
- JUSTIFICATION for the project, including the demand for more or improved hangar space.

Attachments:

- SKETCH of the proposed or existing hangar's location.
- INVENTORY of existing hangars, number of hangar spaces on the airport, number of based aircraft, and number of existing hangar spaces not used by aircraft.
- Waiting list, if applicable. The list should contain the aircraft make/model, 'N' numbers, the address of the current owner, and whether these are single or multi-engine.
- ESTIMATED COST

- FUNDING ASSURANCE. A statement from the airport sponsor, their lender or financial agent indicating the airport sponsor has the funds in addition to the loan amount to complete the project.

A completed application consists of the form, sketches, photos, supporting information, and letters of support.

The Aeronautics Engineering Division will respond with recommendations and requirements. Additional information may be requested from the airport sponsor.

B. DEADLINES AND ALLOCATION DATES

- Applications for hangar loans are **due by July 15**. Submission can be electronic or by mail.

V. HOW THE PROGRAM WORKS

A. APPLICATION is made to Aeronautics on the form referenced in Section VI.

B. PRIORITIES. The Commission will use the following priorities as a guide in selecting projects to be approved.

Note: Primary airports will be considered against the following prioritization criteria after all general aviation airport applications have been considered.

Priority No. 1: Build new buildings

Priority No. 2: Rehabilitate existing buildings

Priority No. 3: Acquire existing buildings

Tiebreaker: When two or more requests have the same priority, additional consideration will be given to:

1. Airports that have the longest waiting list or most pressing need; or
2. The airport sponsor can reduce their requested amount by asking for less than 80%; or
3. The airport sponsor currently has an active hangar loan.

A. COMMISSION APPROVAL. The Nebraska Aeronautics Commission must approve all projects. Sponsors must generally present their request for aid to the Aeronautics Commission. If a Sponsor is unable to attend, either in-person or virtually, Aeronautics staff, or the Sponsor's consultant may present a project on behalf of a sponsor.

Applications must be submitted to Aeronautics on or before July 15. The Commission may only award loans in the total amount not to exceed the hangar loan account balance on the date of the allocation meeting. The Commission can take any of the following actions:

1. APPROVE THE LOAN REQUEST AND ALLOCATE FUNDS. The project then moves on to Section E.
2. DISAPPROVE THE LOAN REQUEST. Projects that do not receive funds may re-apply the following year.

C. FUND ALLOCATION AND TIME REQUIREMENTS.

Allocated funds will be withdrawn, without prejudice, if the airport sponsor has not signed a construction contract within eleven (11) months of the Commission's approval action or of notification that funds are available.

The eleven-month requirement may be extended by the Chairperson of the Aeronautics Commission at the recommendation of Aeronautics, for circumstances beyond the airport sponsor's control, such as the award of an FAA grant. A granted extension will expire no later than September 30th of the year in which the original eleven-month period ended.

D. PLANS & SPECIFICATIONS. T-hangars, box hangars, and rehabilitated existing hangar and/or door replacement. The airport sponsor must hire a qualified consulting firm, acceptable to Aeronautics, to prepare the plans and specifications, bid the project, and provide on-site inspection at critical construction events. Consultants will use the Sample Consultant Agreement provided by Aeronautics. The plans and specifications must be approved by Aeronautics or FAA before advertisement. Engineering costs are eligible under this program.

E. PLAN REVIEW. Aeronautics must receive one copy of the project plans and specifications stamped by a Nebraska registered professional engineer. The airport sponsor must obtain all applicable permits and code reviews.

F. BIDDING. The airport sponsor opens the bids and then awards the contract subject to Aeronautics' concurrence.

G. HANGAR PROGRAM AGREEMENT. After Aeronautics concurs with the award and the airport sponsor submits the bid package, Aeronautics will prepare the loan agreement. The bid package will include the recommendation of award, performance bonds, proof of liability, workers' compensation, and builder's risk. The agreement may include the exact amount of money that will be advanced, the repayment schedule and the items to be used as collateral. An amortization schedule will be provided once the project is complete and all the costs have been determined.

H. CONSTRUCTION PAYMENTS AND REIMBURSEMENT. As construction progresses, the consultant shall submit progress estimates to Aeronautics for review. Aeronautics will review and approve the estimates, then authorize the airport sponsor to proceed with payment. The airport sponsor will pay the contractor based on the approved progress and submit copies of paid invoices to Aeronautics for reimbursement. Aeronautics will reimburse the airport sponsor for 80% of eligible costs incurred, as approved by the

Commission. Aeronautics will retain 10% from each reimbursement until the airport sponsor has completed the “Project Close Out” list described below.

I. PROJECT CLOSE OUT. The following steps are required.

1. The construction is completed and final bills have been submitted.
2. A set of as-built plans have been submitted to Aeronautics.
3. The airport sponsor accepts the building and advises Aeronautics in writing.
4. The airport sponsor must insure the hangar, at replacement value, for the duration of the loan agreement, against fire, hail, windstorms, and tornados including extended coverage. The policy must list Aeronautics and the airport sponsor as loss payees, as their interests may appear. The insured amount must be no less than the balance of the loan. The insurer must agree to advise Aeronautics of any changes, including cancellation, to the insurance policy. A copy of the Certificate of Insurance (COI) must be sent to Aeronautics annually.
5. If applicable, provide a copy of the cancellation of the insurance policy.
6. The State Fire Marchall has accepted the building, if appropriate.

When all four items are completed, Aeronautics will forward the final amount due.

J. REPAYMENT. The agreement will include the amortization schedule, which will be revised after project closeout documents have been submitted and approved. Aeronautics shall begin invoicing the airport sponsor upon project closeout or when the facility is placed into aviation service, whichever occurs first.

FUEL STORAGE LOAN PROGRAM

NEBRASKA

Good Life. Great Journey.

DEPARTMENT OF TRANSPORTATION

REVOLVING FUEL STORAGE LOAN PROGRAM
DRAFT FOR COMMISSION REVIEW
APRIL 30, 2026

Nebraska Department of Transportation (NDOT)

Division of Aeronautics

REVOLVING FUEL STORAGE LOAN PROGRAM

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REVOLVING FUEL STORAGE LOAN PROGRAM

I. PROGRAM OVERVIEW AND INTENT

The Nebraska Department of Transportation, Division of Aeronautics (NDOT or Aeronautics) and the Nebraska Aeronautics Commission (Commission) have developed the **Revolving Fuel Storage Loan Program** to assist municipalities install, improve, or increase fuel storage at their public-use airport. Assistance is available through a revolving fund established by the Commission in 1992, which provides interest free loans.

This program is intended to aid and foster aviation interests and activities throughout the state. Fuel storage at public-use airports should be considered public assets. These fuel facilities provide unique capabilities for the community to aid and foster aviation activity. For the benefit of the community, fuel storage equipment installed through this program should remain the property of the public body that owns and operates the airport. While various lease agreements, even long term, are made with private individuals or firms, the ownership of these facilities must remain in the hands of the public, to manage as a public asset for the community.

II. ELIGIBILITY

A. WHO IS ELIGIBLE?

1. ANY MUNICIPALITY operating a public-use airport. A municipality (airport sponsor) can be an airport authority, city, county, or village.

2. AIRPORTS must have a current state license in accordance with Title 17, Chapter I of the Nebraska Administrative Code and have no outstanding licensing violations, unless the request is specifically to correct such violations.

B. WHAT IS ELIGIBLE?

To be eligible for the hangar loan program, the following requirements should be met:

- The project is reasonably consistent with the Nebraska System Plan for the development of the area in which the airport is located.
- The project can be completed without undue delay on the sponsor's part.
- The sponsor has sufficient funds to cover their share of the project.
- The fuel facility location must be consistent with what is shown on the currently approved Airport Layout Plan (ALP).
- The construction must comply with the State Fire Marshal's regulations, Nebraska Department of Agriculture Weights and Measures program, Aeronautics' minimum standards and all applicable laws, regulations and building codes.

- The tanks, dispensing equipment, and other items must remain the property of the airport sponsor for the life of the loan agreement. These are the collateral for the loan.

C. ELIGIBLE UNDER THIS PROGRAM

The following are examples of eligible and ineligible projects. This is only a partial listing of projects. For questions on whether a project would be eligible for funding under this program, contact NDOT Division of Aeronautics at 402-471-2371 or ndot.aeroengineering@nebraska.gov

1. Fuel tanks used to store aviation fuels only (100LL avgas, Jet A). Total fuel capacity at the airport must be justified by the volume of fuel sales.
2. Pipes, pumps, dispensing systems, berms, security items, electric power, lighting, monitoring systems, access roads, other necessary appurtenances and removal of existing fuel tanks if done with the installation of new tanks.
3. Engineering and surveying costs are eligible.
4. Systems for metering fuel flowage for different accounts are eligible.

D. NOT ELIGIBLE UNDER THIS PROGRAM

1. Mobile Tanks

III. FUNDING AND PAYMENTS

A. NDOT SHARE: Aeronautics may loan up to 80% of the eligible costs, up to the amount approved by the Commission.

B. MAXIMUM LOAN AMOUNT: $50,000 per project for the total of all loans outstanding under this program.

C. REPAYMENT PERIOD. The fuel loan repayment period is 10 years, except that the period may be shortened to satisfy the minimum monthly payment of $200

D. PAYMENTS. Monthly payment amount will be paid by the airport sponsor via ACH (Automated Clearing House). The payment amount will be the amount of the new loan agreement divided by the repayment period (in years) divided by 12 months per year. No interest or carrying charges will be charged. Minimum monthly payments will be $200.

Payment is calculated as:

Payment Amount = Loan Amount ÷ 10 years ÷ 12 months

Account statements will be provided on an annual basis or as requested.

E. FUNDING FROM OTHER SOURCES. If federal funds or other funding sources pay for a portion of the project, the loan can include the local share.

F. TRANSFER OF OWNERSHIP PENALTY. Should the airport sponsor ever transfer ownership of the fuel storage facility to a private party, the airport sponsor shall pay a penalty to the fuel loan fund in the sum of 25% of the total loan amount contributed by the Commission.

G. SPCC PLAN PENALTY. Aeronautics will withhold 10% or $5,000, whichever is greater, from the loan until the Spill Prevention, Control, and Countermeasure (SPCC) Plan is submitted.

IV. APPLICATION

To request funding through the Revolving Fuel Storage Loan program, the airport sponsor must submit an application to Aeronautics.

A. APPLICATION. A loan application form entitled 'Request for a Revolving Fuel Storage Loan - Application Form' is available for download on the Aeronautics website. Applicants may also request that Aeronautics provide the form via email or by mail.

There are sections in the form where the airport sponsor must include:

- DESCRIPTION of the project, including dimensions
- REASON for the project. Include information on fuel sales, based aircraft connected with the demand for fuel sales, laws or regulations that require the project and urgency of need.
- JUSTIFICATION or tank size. Information such as current fuel sales, expected fuel sales due to documented aircraft operations or survey of user demand for fuel at the airport.

Attachments:

- SKETCH showing the location and the details of the proposed construction.
- ESTIMATED COST of the system, including a comparison of underground tanks versus above ground tanks, and operating and maintenance expenses which include telephone and credit card service charges.

  Fuel tank manufacturers and engineering firms may be sources of information to help the airport sponsor develop the project scope and estimate the cost.
- FUNDING ASSURANCE of the system, including a comparison of underground tanks versus above ground tanks, and operating and maintenance expenses which

include telephone and credit card service charges.

A completed application consists of the form, sketches, photos, supporting information, and letters of support.

The Aeronautics Engineering Division will respond with recommendations and requirements. Additional information may be requested from the airport sponsor.

B. DEADLINES AND ALLOCATION DATES

1. Applications for fuel storage loans are **due no less than two (2) weeks prior to the next Commission meeting**. Submission can be electronic or by mail.

V. HOW THE PROGRAM WORKS

A. APPLICATION is made to Aeronautics on the form referenced in Section VI.

B. PRIORITIES. The Commission will use the following priorities as a guide in selecting projects to be approved.

Note: Primary airports will be considered against the following prioritization criteria after all general aviation airport applications have been considered.

Priority No. 1: Build new fuel storage system

Priority No. 2: Rehabilitate existing fuel storage system

Priority No. 3: Acquire existing fuel storage system

Tiebreaker: When two or more requests have the same priority, additional consideration will be given to:

1. Airports that have the most pressing need;
2. The airport sponsor can reduce their requested amount by asking for less than 80%, or
3. The airport sponsor currently has an active fuel storage loan.

C. COMMISSION APPROVAL. The Commission must approve all projects. Sponsors must generally present their request for aid to the Commission. If a Sponsor is unable to attend, either in-person or virtually, Aeronautics staff, or the Sponsor's consultant may present a project on behalf of a sponsor.

Applications must be submitted to Aeronautics a minimum of two (2) weeks prior to any scheduled meeting date. The Commission may only award loans in the total amount not to exceed the fuel storage loan account balance on the date of the allocation meeting. The Commission can take one of the following actions:

1. APPROVE THE LOAN REQUEST AND ALLOCATE FUNDS. The project then moves on to Section E, Soliciting Bids.

2. DISAPPROVE THE REQUEST. Projects that do not receive funds may re-apply the following year.

D. FUND ALLOCATION AND TIME REQUIREMENTS.

Allocated funds will be withdrawn, without prejudice, if the airport sponsor has not signed a construction contract within six (6) months of the Commission's approval action or of notification that funds are available.

The six-month requirement may be extended by the Chairperson of the Commission at the recommendation of Aeronautics, for circumstances beyond the airport sponsor's control, such as the award of an FAA grant. A granted extension will expire no later than September 30th of the year in which the original six-month period ended.

E. SOLICITING BIDS. The airport sponsor may either use the formal bid process or solicit informal proposals.

1. FORMAL BIDS. The airport sponsor must hire an engineer to prepare the plans and specifications. The State Fire Marshal's office and Aeronautics must accept the plans and specifications before bids are advertised. The airport sponsor must advertise for bids in the local paper. Aeronautics recommends that the project be advertised 3 times. The airport sponsor opens the bids, then sends the bid tabulation and indication of contract award to Aeronautics.

2. INFORMAL PROPOSALS. The airport sponsor must obtain two or more written proposals or quotes and submit these to Aeronautics with an indication of the airport sponsor's preference. The proposals should include a detailed list of materials and services. After Aeronautics conditionally concurs in the contract award, the contractor or airport sponsor must provide evidence of the State Fire Marshal's approval.

F. FUEL PROGRAM AGREEMENT. After Aeronautics concurs with the award and the airport sponsor submits a signed construction contract, Aeronautics will prepare a loan agreement providing for the transfer of funds to the airport sponsor. The agreement may include the exact amount of money that will be advanced, the repayment schedule and the items to be used as collateral. An amortization schedule will be provided once the project is complete and all the costs have been determined.

G. CONSTRUCTION PAYMENTS AND REIMBURSEMENT. As construction progresses, the consultant shall submit progress estimates to Aeronautics for review. Aeronautics will review and approve the estimates, then authorize the airport sponsor to proceed with payment. The airport sponsor will pay the contractor based on the approved progress and submit copies of paid invoices to Aeronautics for reimbursement. Aeronautics will

reimburse the airport sponsor for 80% of eligible costs incurred, as approved by the Commission. Aeronautics will retain 10% from each reimbursement until the airport sponsor has completed the “Project Close Out” list described in Section I.

H. CONSTRUCTION REQUIREMENTS & INSPECTIONS. The airport sponsor must obtain the necessary permits from the State Fire Marshal's office and comply with their regulations. If the project includes any electrical work, the State Electrical Division also must inspect the construction, and the airport sponsor should contact the State Electrical Division. Copies of the permits, inspection reports, etc. must be sent to Aeronautics.

I. PROJECT CLOSE OUT. The following steps are required.

1. The construction is completed, and final bills have been submitted.
2. The airport sponsor accepts the construction and advises Aeronautics in writing.
3. The airport sponsor must insures the facility, at replacement value, for the duration of the loan agreement, against fire, hail, windstorms, and tornados including extended coverage. The policy must list Aeronautics and the airport sponsor as loss payees, as their interests may appear. The insured amount must be no less than the balance of the loan. The insurer must agree to advise Aeronautics of any changes, including cancellation, to the insurance policy. A copy of the Certificate of Insurance (COI) must be sent to Aeronautics annually.
4. If applicable, provide a copy of the cancellation of the insurance policy.
5. The State Fire Marshal has accepted the installation, if appropriate.
6. The State Electrical Division has accepted the installation, if the project includes any electrical work.
7. Submit SPCC Plan.

When all items are completed, Aeronautics will forward the final amount due.

J. REPAYMENT. The agreement will include the repayment schedule. Aeronautics shall begin invoicing the airport sponsor upon project closeout or when the facility is placed into aviation service, whichever occurs first.