

20.118

AIRPORT TERMINAL PROGRAM

State Project/Program: STATE BLOCK GRANT PROGRAM (DOT 8)

FAA AIRPORT TERMINAL STATE BLOCK GRANT PROGRAM

U.S. Department of Transportation

Federal Authorization: Public Law 117-58

**North Carolina Department of Transportation
Division of Aviation**

Agency Contact Person:

Amy J Harber, Grants Manager
N.C. Department of Transportation Division of
Aviation
1560 Mail Service Center Raleigh,
NC 27699-1560
Phone: (919) 629-2229
ext-ajharber@ncdot.gov

Address Confirmation Letters To:

Wayne Davenport,
Manager NCDOT - OIG
Single Audit Compliance Unit 1507 Mail
Service Center Raleigh, NC 27699-1507
wdavenport@ncdot.gov

The auditor should not consider the Supplement to be “safe harbor” for identifying audit procedures to apply in a particular engagement, but the auditor should be prepared to justify departures from the suggested procedures. The auditor can consider the supplement a “safe harbor” for identification of compliance requirements to be tested if the auditor performs reasonable procedures to ensure that the requirements in the Supplement are current.

The grantor agency may elect to review audit working papers to determine that audit tests are adequate.

Auditors may request documentation of monitoring visits by the State Agencies.

This compliance supplement must be used in conjunction with the OMB 2026 Compliance Supplement which will be issued in the summer. This includes “Part 3 - Compliance Requirements,” for the types that apply, “Part 6 - Internal Control,” and “Part 4 - Agency Program” requirements if the Agency issued guidance for a specific program. The OMB Compliance Supplement is Section A of the State Compliance Supplement.

Grant Agreement must be properly identified by program name (“FAA Airport Terminal Program”), CFDA number (“20.118”), and WBS number on the Schedule of Expenditures of Federal and State Awards. This information is available from the agreement with NCDOT on the first page. Grantor and/or pass-through grantor should also be included. On NCDOT’s confirmation from the Grant Master List (GML), these funds are shown as CFDA number 20.118.

I. PROGRAM OBJECTIVES

Bipartisan Infrastructure Law (BIL)

Title VIII of Division J of the Infrastructure Investment and Jobs Act (Public Law 117-58) of 2021 (BIL) provides \$25 Billion for the National Aerospace System (NAS).

FAA Airport Terminal Program (ATP) Funds: Funds are available for terminal development projects that address the aging air infrastructure of airports.

Airport Terminal Program Funds. \$1,500,000.00 of the total maximum obligation identified in Condition No. 1, Maximum Obligation, of this Grant Agreement is apportioned under P.L. 117-58, Division J, Title VIII.

The FAA provides consideration to projects that increase capacity and passenger access, replace aging infrastructure, and other considerations as described in Infrastructure Investment and Jobs Act of 2021 (IIJA), Public Law 117-58. Additionally, the FAA will prioritize projects that align with the Administration's focus on the American family by ensuring a more seamless travel experience and enhancing existing family facilities. Applicants are encouraged to include components in their proposed terminal projects that focus on enhancing the experience for traveling families including adding mother's rooms, as outlined in 49 USC § 47107(w), reconfiguring security checkpoints to ensure adequate space for dedicated family screening lanes, adding new family restrooms, and creating [or expanding] passenger and public hold room areas to include space for children's play areas, or exercise areas; and other projects improving overall travel for families in U.S. airport terminals. Projects for relocating, reconstructing, repairing, or improving an airport-owned ATCT will also be considered. In addition to the considerations above, these projects will also be assessed based on overall impact on the National Airspace System (NAS), including age of facility, operational constraints, and nonstandard facilities.

II. PROGRAM PROCEDURES

States, counties, municipalities, U.S. territories and possessions, and other public agencies, including Indian tribes or Pueblos are eligible for airport development grants if the airport on which the development is required is listed in the National Plan of Integrated Airport Systems (NPIAS). Applications for grants must be submitted to the nearest Federal Aviation Administration (FAA) Airports District Office (ADO). Primary airport sponsors must notify FAA by January 31 or another date specified in the Federal Register of their intent to apply for funds that they are entitled to under 49 USC Subtitle VII Aviation Programs. A reminder is published annually in the Federal Register Pub. L. No. 97-248 (49 USC Chapter 31) or Federal Register Notices (FRN). Other sponsors are encouraged to submit early in the fiscal year and to contact the appropriate FAA Airports District Office representative for any local deadlines. Sponsors must formally accept grant offers no later than September 30 for grant funds appropriated for that fiscal year.

In North Carolina, local units of government including cities, counties, and airport authorities chartered by the General Assembly are eligible for airport grants. Airports/heliports receiving funds must be identified in the North Carolina Airport System Plan (NCASP). Additionally, airports receiving grants under the State Block Grant Program must be identified in the federal National Plan of Integrated Airport Systems (NPIAS).

The State Block Grant Program is a special Federal program administered by the North Carolina Department of Transportation, which receives the federal funds for certain categories of airports in a block and allocates the grants to specific projects meeting a state-designated priority system. Currently, all federally eligible airports in North Carolina participate in the State Block Grant Program except airports classified by the Federal Aviation Administration as Primary Commercial Service Airports (49 USC 47102(11)). These latter airports continue to work directly with FAA for project administration. All airports eligible for State Block Grants must have their grants administered through the North Carolina Department of Transportation (NCDOT) and cannot opt to work directly with the Federal Aviation Administration. Airports interested in this funding must apply directly to the FAA. FAA selects eligible

projects and if an airport in NC is selected, then the grant agreement between FAA and NCDOT will be issued. NCDOT will notify the airport of its selection for the funding and will issue the application for subgrant. All project requests must be submitted to NCDOT Aviation (DoA) or designee. The requests are currently submitted via a web-based software portal (EBS). The State must adhere to both the FAA/DoA Block Grant Memorandum of Agreement and the FAA’s Assurance for the Aviation Block Grant Program.

III. COMPLIANCE REQUIREMENTS

Noted below in the following matrix are the types of compliance requirements (Types) for this federal program identified by either the federal or State agency with a “Y” that are subject to the audit. The auditor must determine if the Type noted by “Y” has a direct and material effect on the federal program for the auditee. If the Type is determined to be subject to audit, the auditor must use the OMB 2026 Compliance Supplement, Part 3 and Part 4 (if an OMB supplement is issued) in addition to this State supplement to perform the audit.

If the State determines that the federal requirement does not require testing at the local level or if the State modifies the federal requirements, this is discussed in the supplement under the type of compliance requirement. Auditors are not expected to test requirements that have been noted with an “N.”

A	B	C	E	F	G	H	I	J	L	M	N
Activities Allowed or Unallowed	Allowable Costs/ Cost Principles	Cash Management	Eligibility	Equipment/ Real Property Management	Matching, Level of Effort, Earmarking	Period Of Performance	Procurement Suspension & Debarment	Program Income	Reporting	Subrecipient Monitoring	Special Tests and Provisions
Y	Y	N	N	Y	Y	N	N	N	Y	N	Y

A. ACTIVITIES ALLOWED OR UNALLOWED

Compliance Requirement – In general, grants can be made for the following purposes (1) airport master planning and site selection, (2) environmental impact studies, (3) land and building acquisition (including relocation of displaced persons and businesses), (4) development and implementation of airport noise studies and compatibility programs, (5) construction of eligible runways, taxiways, aircraft parking aprons, and roadways, (6) airport lighting systems, and (7) visual and electronic air navigational aids. The FAA Modernization and Reform Act of 2024 reauthorizes the AIP bill. Non-primary entitlement funds are a portion of the funds received by North Carolina Department of Transportation as part of the State Block Grant Program and may be used for terminal buildings and parking, fuel farms, hangars, and reimbursement for approved projects.

Detailed program guidance is provided in [FAA Order 5100.38D](#), Airport Improvement Program Handbook.

Note: A list of non-allowable items under the grant program can be found at in FAA Order 5100.38D, Chapter 3.

Audit Objective – Determine if the activities involved conform to the provisions of the Grant Agreement.

Suggested Audit Procedure - Review project records to determine that activities involved conform to the description contained in the Grant Agreement.

A. ALLOWABLE COSTS/COST PRINCIPLES

NOTE: State Block Grant Program is a Federal program under [49 USC 47128](#) and is subject to Federal cost principles under [2 CFR Part 200](#) **Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards: Final Rule.**

Compliance Requirement - In general no costs expended prior to the issuance of a Grant Agreement by the Department of Transportation are eligible for reimbursement unless (1) they involve planning and project formulation costs necessary to develop the project application and its co-requisites of an approved Airport Layout Plan and appropriate environmental finding; (2) the acquisition of eligible land and the engineering and administrative costs associated with such acquisition; or (3) a project which has received prior approval from the Department of Transportation and which has been carried out in accordance with the State Aid to Airports Program Guidance Handbook.

Audit Objective - Determine that all costs billed to the grant are allowable.

Suggested Audit Procedure - Verify through a sample of invoices that costs are allowable.

Compliance Requirement - Local units of government including cities, counties, and airport authorities chartered by the General Assembly are eligible for airport grants. These local units of government should be eligible for sales tax refunds under [GS 105-164.14](#) (b) or (c). If they have not qualified, then these local units of government should take the steps necessary to become eligible. Sales tax paid which may be requested from the NC Department of Revenue as a refund is an ineligible charge.

Audit Objective - Determine that the authority is eligible for the refund and that NCDOT did not reimburse any sales taxes eligible for refund.

Suggested Audit Procedure - Review financial records, including contractors' sales tax affidavits, and ascertain that no sales taxes were billed to the project.

D. RESERVED

E. ELIGIBILITY

N/A at the local level. Eligibility is determined between FAA and the Division of Aviation.

F. EQUIPMENT AND REAL PROPERTY MANAGEMENT

Under this program, FAA is authorized by 49 USC 47107(c), as amended, to allow recipients to reinvest the proceeds from the disposition of real property acquired with Federal awards for noise compatibility or airport development purposes.

NOTE: Equipment purchased with State Block Grant funds is subject to Federal regulations as applicable under OMB Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards ([2 CFR Part 200.310-316](#)) and [FAA AC No. 150/5100-10A](#).

EQUIPMENT

N/A at the local level. Eligibility is determined between FAA and the Division of Aviation.

STATE BLOCK GRANT PROGRAM

REAL PROPERTY MANAGEMENT

1. **Compliance Requirement** – Under this program, FAA is authorized by [49 USC Subtitle VII](#), Aviation Programs, as amended, to allow recipients to reinvest the proceeds from the sale of real property acquired with Federal awards for noise compatibility or airport development purposes.
2. **Compliance Requirement** - Grantees must obtain permission of the Department of Transportation and Federal Aviation Administration to dispose of land acquired with State Block Grant Program funds or other federal sources. If approved, the grantee must attempt to obtain fair market value for the property and the proceeds must be expended on the airport in a manner acceptable to the Department of Transportation and Federal Aviation Administration. In addition, any balance of funds from previous land disposals is considered encumbered and must receive similar approval for dispersal. ([AIP Handbook Table 5-39](#))

Audit Objective - Determine if appropriate permission and fair market value was obtained. Determine the handling of funds from the sale.

Suggested Audit Procedure

1. Review minutes of the local government and other financial records to determine if land was disposed of during the period or if the local government was holding encumbered funds from past land disposals.
2. Review records to determine if the disposal was approved and what encumbrances, if any, were placed on the proceeds.
3. Review records of the expenditure of any encumbered funds to assure that they were disbursed in accordance with the terms of the encumbrance. Auditor should report amounts received from NCDOT as well as expenditures.

G. MATCHING, LEVEL OF EFFORT, EARMARKING

All match funding must be provided in compliance with the requirements of [2 CFR Part 200.310-316](#). The grantee's share of project costs on an AIP grant (also known as cost share) is defined in [49 USC 47109](#) and set forth in the grant award.

Acceptable match, whether cash or in-kind, must be allowable and eligible. In addition, match must be provided by the recipient; or provided as cash by a third party; or provided as in-kind by a third party; or any combination of cash and in-kind provided by the recipient and/or a third party.

Compliance Requirement -The share of allowable costs for a grant to be borne by FAA and other parties is established in the Grant Agreement. Matching ratios are specified in each Grant Agreement.

Audit Objective - Determine the level of participation.

Suggested Audit Procedure - Review the agreement for participation (usually expressed as a percentage) and test sample transactions for adherence to the agreement.

Compliance Requirement – In-kind contributions are allowable if specified in the project budget in the Grant Agreement. The requirements for In-kind contributions may be found in [CFR 49, Subtitle A, Part 18.24](#).

Audit Objective – Determine that the amount or percentage of contributions or matching funds was provided.

STATE BLOCK GRANT PROGRAM

Suggested Audit Procedure – Verify that any In-kind match was from an allowable source and that values placed on the In-kind contribution are in accordance with [CFR 49, Subtitle A, Part 18.24](#).

K. RESERVED

L. REPORTING

Compliance Requirement - “Quarterly Status Report” - Submitted quarterly beginning after notification of grant approval (Notice to Proceed) until project has been completed. Completion of the QSR submittals is verified by the Division of Aviation; therefore, no audit procedures are needed at the local level ([FAA Form 5370-1](#)).

M. SUBRECIPIENT MONITORING

N/A - No grants are awarded to subrecipients from the local level. Therefore, no audit procedures are needed at the local level.

N. SPECIAL TESTS AND PROVISIONS

Compliance Requirement – [Title 49 USC, Subtitle VII Aviation Programs, Part C, Chapter 481](#) requires that all revenues generated by a public airport be expended for the capital or operating costs of the airport, the local airport system, or other local facilities which are owned or operated by the owner or operator of the airport system and are directly and substantially related to the actual air transportation of passengers or property. This section also provides that the limitation on the use of revenue generated by the airport shall not apply if the governing statutes controlling the owner’s or operator’s financing that was in effect before September 3, 1982, provided for the use of any revenue from the airport to support not only the airport but also the airport owner’s or operator’s general debt obligations or other facilities. Program guidance is provided in [FAA Order 5190.6A, Airport Compliance Requirements, Chapter 4, Section 5](#). The policy can be obtained from [FAA’s Airports Federal Register Notices page](#).

Audit Objective - Determine whether the airport owner or operator accounted for all revenue and expenditures in compliance with the provisions of 49 USC Subtitle VII as noted above.

Suggested Audit Procedures

1. Review the policy for using airport revenue.
2. Test revenue use transactions (e.g., analysis of airport fund transfers, loans from the fund, interest payments to and from the fund, and expenditures) to verify that airport revenue is used for the capital or operating cost of the airport, or for the excepted costs specified in 49 USC Subtitle VII Aviation Programs.
3. Perform tests of airport revenue generating activities (e.g., leases, telephone contracts, etc.) to ascertain that all revenue generated by the airport is accounted for.
4. Perform tests of transactions to ascertain that payments from airport revenues to the sponsors, related parties, or other governmental entities are airport-related, properly documented, and are commensurate to the services or products received by the airport. It is normal and permissible for municipal airport sponsors to use the services of its other municipal departments to obtain support services for the airport. However, the auditor should inquire as to whether the sponsor, other governmental entities, or related parties may receive airport-generated revenue without providing commensurate services or products to the airport.

[Cross Cutting Section](#)) All laborers and mechanics employed by contractors or subcontractors to work on construction contracts in excess of \$2,000 financed by federal assistance funds must be paid wages not less than those established for the locality of the project (prevailing wage rates) by the Department of Labor (DOL) (40 USC 3141-3144, 3146, and 3147.

Non-federal entities shall include in their construction contracts subject to the Wage Rate Requirements (which still may be referenced as the Davis-Bacon Act) a provision that the contractor or subcontractor comply with those requirements and the DOL regulations (29 CFR part 5, Labor Standards Provisions Applicable to Contacts Governing Federally Financed and Assisted Construction). This includes a requirement for the contractor or subcontractor to submit to the non-federal entity weekly, for each week in which any contract work is performed, a copy of the payroll and a statement of compliance (certified payrolls) (29 CFR sections 5.5 and 5.6; the A-102 Common Rule (section 36(i)(5)); OMB Circular A-110 (2 CFR part 215, Appendix A, Contract Provisions); 2CFR part 176, subpart C; and 2 CFR section 200.326).

This reporting is often done using Optional Form WH-347, which includes the required statement of compliance (OMB No. 1235-0008). The U.S. Department of Labor, Employment Standards Administration, maintains a Davis-Bacon and Related Acts web page (<https://www.dol.gov/agencies/whd/government-contracts/construction>). Optional Form WH-347 and instructions are available on this web page.

Audit Objective - Determine whether the non-federal entity notified contractors and subcontractors of the requirements to comply with the Wage Rate Requirements and obtained copies of certified payrolls.

Suggested Audit Procedures - Select a sample of construction contracts and subcontracts greater than \$2,000 that are covered by the Wage Rate Requirements and perform the following procedures:

- a. Verify that the required prevailing wage rate clauses were included in the contract or subcontract.
- b. For each week in which work was performed under the contract or subcontract, verify that the contractor or subcontractor submitted the required certified payrolls. (Note: Auditors are not expected to determine whether prevailing wage rates were paid).