New Hampshire Department of Transportation  
Bureau of Aeronautics  
CIP Process for ABGP Airports

1. **Each airport in the Program prepares a draft Capital Improvement Plan (CIP) for the upcoming 10 years. The current fiscal year's projects can be changed if there are extenuating circumstances.**

2. **NHDOT meets with non-primary airports individually to scope upcoming projects and review airports' CIPs.**

3. **NHDOT compiles all draft CIPs into a draft statewide CIP and reviews project priorities and needs.**

4. **NHDOT and FAA meet to review airports' CIPs.**

5. **NHDOT revises statewide CIP to reflect modifications from CIP meetings and submits the statewide CIP to FAA for review and comment.**

6. **NHDOT provides a draft copy of each airport's revised CIP, including FAA comments, for airport review and comment.**

7. **Each airport confirms or provides modifications to their CIPs to NHDOT.**

8. **NHDOT incorporates CIP modifications as appropriate into the draft statewide CIP.**

9. **NHDOT initiates the state's capital budget development for the next biennium every other year (i.e., 2010, 2012, 2014...) using draft statewide CIP.**

10. **FAA issues current year fiscal funding guidance (may require shifting future project priorities).**

11. **NHDOT incorporates this federal funding guidance into the draft statewide CIP and issues the final draft statewide CIP to FAA and final draft CIPs to each airport. At this time, the upcoming fiscal year's projects (and their funding sources) are "locked in" but can changed if there are extenuating circumstances.**

12. **NHDOT works with NHDOT/Bureau of Finance and NH Department of Administration to refine the state's capital budget including airport improvement projects for the next biennium.**

13. **NH Department of Administration publishes the draft operational and capital budgets for public comment.**

14. **NH legislature debates the state's capital and operational budgets and presents final biennium budgets for the Governor's review and signature.**

Revised: July 14, 2010