



U.S. Department  
of Transportation  
Federal Aviation  
Administration

# **FAA Form 5100-139, Letter of Intent (LOI) Application Financial Template**

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## LOI Application Financial Template

Sponsors requesting Letters of Intent (LOIs) are required to submit the information shown, in substantially the same format as this template. Sponsors are strongly encouraged to use this template, as it may help to expedite the review and approval process. Regardless, Sponsors should review the instructions contained in Chapter 6 of Order 5100.38D carefully, because those instructions contain specific parameters for what to include on certain key lines of this template.

### Airport Sponsor Information

- 1 [insert airport name]
- 2 [insert three-letter identifier]
- 3 [insert city and state]
- 4 [insert hub category - Large, Medium, Small or Nonhub]
- 5 [insert airport owner/operator -- e.g., "City of East Rutherford"]
- 6 [insert submission date]

### Capital Costs and Annual Cashflow Requirements - Proposed Action

	Totals	as %	Prior Years	FFY-2015	FFY-2016	FFY-2017	FFY-2018	FFY-2019	FFY-2020	FFY-2021	FFY-2022	FFY-2023	FFY-2024	FFY-2025
7 Professional Services	\$0	n/a												
8 Land Acquisition	0	n/a												
9 Runway [insert runway designation]	0	n/a												
10 Runway [insert runway designation]	0	n/a												
11 Runway [insert runway designation]	0	n/a												
12 Runway [insert runway designation]	0	n/a												
13 Other Airside	0	n/a												
14 Terminal	0	n/a												
15 Landside	0	n/a												
16 Infrastructure	0	n/a												
<b>Summary</b>	<b>\$0</b>	<b>n/a</b>												
Cumulative Needs														

**Capital Funding Sources - Proposed Action**

		Totals	as %	Prior Years	FFY-2015	FFY-2016	FFY-2017	FFY-2018	FFY-2019	FFY-2020	FFY-2021	FFY-2022	FFY-2023	FFY-2024	FFY-2025
<b>Federal and State Grants</b>															
17	Entitlements - Grants Awarded	\$0	n/a												
18	Entitlements - Future Grants	0	n/a												
19	Discretionary - LOI Request	0	n/a												
20	Discretionary - Other - Awarded	0	n/a												
21	Discretionary - Other - Future Grants	0	n/a												
22	Discretionary - Noise - Awarded	0	n/a												
23	Discretionary - Noise - Future Grants	0	n/a												
24	State Apportionment - Grants Awarded	0	n/a												
25	State Apportionment - Future Grants	0	n/a												
26	Other Federal (non-AIP) - Grants Awarded	0	n/a												
27	Other Federal (non-AIP) - Future Grants	0	n/a												
28	State - Grants Awarded	0	n/a												
29	State - Future Grants	0	n/a												
	<b>Subtotal - Federal/State Grants</b>	<b>\$0</b>	<b>n/a</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Passenger Facility Charges</b>															
30	PFCs - \$3.00 Application Approved	\$0	n/a												
31	PFCs - \$3.00 Application Submitted	0	n/a												
32	PFCs - \$3.00 Future Application(s)	0	n/a												
33	PFCs - \$4.50 Application Approved	0	n/a												
34	PFCs - \$4.50 Application Submitted	0	n/a												
35	PFCs - \$4.50 Future Application(s)	0	n/a												
36	PFCs - Future Level <a href="#">[assumed level]</a>	0	n/a												
	<b>Subtotal - PFCs</b>	<b>\$0</b>	<b>n/a</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Debt</b>															
37	Revenue Bonds - MII Approved	\$0	n/a												
38	Revenue Bonds - MII pending	0	n/a												
39	General Obligation - Authority in Place	0	n/a												
40	General Obligation - Authority Pending	0	n/a												
41	Other Debt - Authority in Place	0	n/a												
42	Other Debt - Authority Pending	0	n/a												
	<b>Subtotal - Debt</b>	<b>\$0</b>	<b>n/a</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
43	Airport Funds	\$0	n/a												
44	Tenant or Third-Party Funds	\$0	n/a												
	<b>Total - All Funding Sources</b>	<b>\$0</b>	<b>n/a</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
	Cumulative Sources			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Unmet Funding Needs</b>															
	Totals	\$0		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

**Capital Costs and Annual Cashflow Requirements - Other Capital Plans**

	Totals	as %	Prior Years	FFY-2015	FFY-2016	FFY-2017	FFY-2018	FFY-2019	FFY-2020	FFY-2021	FFY-2022	FFY-2023	FFY-2024	FFY-2025
45 Professional Services	\$0	n/a												
46 Land Acquisition	0	n/a												
47 Runways	0	n/a												
48 Other Airside	0	n/a												
49 Terminal	0	n/a												
50 Landside	0	n/a												
51 Infrastructure	0	n/a												
<b>Summary</b>	<b>\$0</b>	<b>n/a</b>												
Cumulative Needs														

**Capital Funding Sources - Other Capital Plans** n/a

	Totals	as %	Prior Years	FFY-2015	FFY-2016	FFY-2017	FFY-2018	FFY-2019	FFY-2020	FFY-2021	FFY-2022	FFY-2023	FFY-2024	FFY-2025
<b>Federal and State Grants</b>														
52 Entitlements - Grants Awarded	\$0	n/a												
53 Entitlements - Future Grants	0	n/a												
54 Discretionary - LOI Request	0	n/a												
55 Discretionary - Other - Awarded	0	n/a												
56 Discretionary - Other - Future Grants	0	n/a												
57 Discretionary - Noise - Awarded	0	n/a												
58 Discretionary - Noise - Future Grants	0	n/a												
59 State Apportionment - Grants Awarded	0	n/a												
60 State Apportionment - Future Grants	0	n/a												
61 Other Federal (non-AIP) - Grants Awarded	0	n/a												
62 Other Federal (non-AIP) - Future Grants	0	n/a												
63 State - Grants Awarded	0	n/a												
64 State - Future Grants	0	n/a												
<b>Subtotal - Federal/State Grants</b>	<b>\$0</b>	<b>n/a</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Passenger Facility Charges</b>														
65 PFCs - \$3.00 Application Approved	\$0	n/a												
66 PFCs - \$3.00 Application Submitted	0	n/a												
67 PFCs - \$3.00 Future Application(s)	0	n/a												
68 PFCs - \$4.50 Application Approved	0	n/a												
69 PFCs - \$4.50 Application Submitted	0	n/a												
70 PFCs - \$4.50 Future Application(s)	0	n/a												
71 PFCs - Future Level <a href="#">[assumed level]</a>	0	n/a												
<b>Subtotal - PFCs</b>	<b>\$0</b>	<b>n/a</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Debt</b>														
72 Revenue Bonds - MII Approved	\$0	n/a												
73 Revenue Bonds - MII pending	0	n/a												
74 General Obligation - Authority in Place	0	n/a												
75 General Obligation - Authority Pending	0	n/a												
76 Other Debt - Authority in Place	0	n/a												
77 Other Debt - Authority Pending	0	n/a												
<b>Subtotal - Debt</b>	<b>\$0</b>	<b>n/a</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
78 Airport Funds	\$0	n/a												
79 Tenant or Third-Party Funds	0	n/a												
<b>Total - All Funding Sources</b>	<b>\$0</b>	<b>n/a</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
Cumulative Sources			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

<b>Unmet Funding Needs</b>	<b>Totals</b>	<b>Prior Years</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

**LOI Application Financial Template  
Data Entry Sheet #2**

**Airport Sponsor Information**

[insert airport name]  
 [insert three-letter identifier]  
 [insert city and state]  
 [insert hub category - Large, Medium, Small or Nonhub]  
 [insert airport owner/operator -- e.g., "City of East Rutherford"]  
 [insert submission date]

**Alternative Disbursement Proposal(s)**

OFFICIAL REQUEST	Totals	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
Discretionary - LOI disbursement schedule	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

**ALTERNATIVE A**

Discretionary - LOI disbursement schedule	\$0	
Change (if any) in LOI Discretionary funding	0	
Impact on costs and/or other funding sources		[insert explanation]

**ALTERNATIVE B**

Discretionary - LOI disbursement schedule	\$0	
Change (if any) in LOI Discretionary funding	0	
Impact on costs and/or other funding sources		[insert explanation]

**ALTERNATIVE C**

Discretionary - LOI disbursement schedule	\$0	
Change (if any) in LOI Discretionary funding	0	
Impact on costs and/or other funding sources		[insert explanation]

**ALTERNATIVE D**

Discretionary - LOI disbursement schedule	\$0	
Change (if any) in LOI Discretionary funding	0	
Impact on costs and/or other funding sources		[insert explanation]

**LOI Application Financial Template  
Data Entry Sheet #3**

**Airport Sponsor Information**

[insert airport name]  
 [insert three-letter identifier]  
 [insert city and state]  
 [insert hub category - Large, Medium, Small or Nonhub]  
 [insert airport owner/operator -- e.g., "City of East Rutherford"]  
 [insert submission date]

**Individual Project Components**

	Cost	Part of Proposed Action?	Include in BCA?	LOI Project	Proposed Action	Overall Capital Plan	Professional Services	Land Acquisition	Runways	Other Airside	Terminal	Landside	Infrastructure
		Y/N	Y/N Justification for Requested Exclusion										
<i>Example: Taxiway F Rehabilitation</i>	\$1,800,000	N	N Will occur with or without Night Vision Program	\$0	\$0	\$1,800,000							
<i>Example: EIS - Night Vision Program</i>	\$4,600,000	Y	N Costs incurred regardless of outcome, and already funded	\$0	\$4,600,000	\$4,600,000							
[insert project by project]				\$0	\$0	\$0							
				\$0	\$0	\$0							
				\$0	\$0	\$0							
				\$0	\$0	\$0							
				\$0	\$0	\$0							
				\$0	\$0	\$0							
				\$0	\$0	\$0							
				\$0	\$0	\$0							
				\$0	\$0	\$0							
				\$0	\$0	\$0							
				\$0	\$0	\$0							
				\$0	\$0	\$0							
				\$0	\$0	\$0							
				\$0	\$0	\$0							
				\$0	\$0	\$0							
				\$0	\$0	\$0							
				\$0	\$0	\$0							
				\$0	\$0	\$0							
				\$0	\$0	\$0							
<b>Summary</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

# LOI Application Financial Template

## Airport Sponsor Information

- 1 [insert airport name]
- 2 [insert three-letter identifier]
- 3 [insert city and state]
- 4 [insert hub category - Large, Medium, Small or Nonhub]
- 5 [insert airport owner/operator -- e.g., "City of East Rutherford"]
- 6 [insert submission date]

### Summary Funding Sources - Proposed Action

### Funding Status - Proposed Action

### Summary Funding Sources - Other Capital Plans

### Funding Status - Other Capital Plans

### Summary Funding Sources - Overall Capital Plans

### Funding Status - Overall Capital Plans