



U.S. Department
of Transportation
**Federal Aviation
Administration**

Federal Aviation Administration
Southwest Region, Airports Division
Arkansas/Oklahoma Airports Development Office

2601 Meacham Boulevard
Fort Worth, Texas 76137

JUN 04 2009

The Honorable Harold Perrin
Mayor of Jonesboro
515 West Washington Avenue
Jonesboro, AR 72401

Dear Mayor Perrin:

Your community has successfully completed all requirements and we are enclosing the original and one copy of the Grant Offer for Airport Improvement Program (AIP) Project No. 3-05-0033-016-2009 at Jonesboro Municipal Airport. This letter outlines expectations for success. Please read the conditions and assurances carefully.

To properly enter into this agreement, you must do the following:

- Your governing body must pass a resolution to accept, your attorney must certify, and lastly, **you must execute the Grant Offer by July 6, 2009, to be valid.**
- After executing, you must (immediately) return the Grant Offer marked "Original" to us via regular mail.
- You keep the second copy for your files.

You are authorized to use the Letter of Credit (LOC) method for securing reimbursements directly from the Federal Treasury for completed work.

Please note Grant Condition No. 4 requires you to complete the project without undue delay. We will be paying close attention to your progress to assure proper stewardship of these federal funds. You are required to make an LOC draw for allowable incurred project expenses every 30 days. When you draw funds, you must pay those bills within 72 hours. If you fail to make draws on a regular basis, your grant will be placed in "inactive" status which may impact future offers.

Until the grant is completed and closed, you are responsible for submitting formal reports as follows:

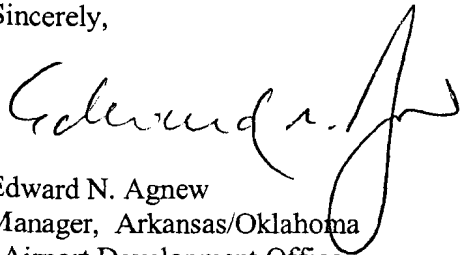
- A progress report is due January 15, April 15, July 15, and October 15 detailing activity from the preceding quarter;
- Construction Progress Reports (FAA Form 5370-1) are due every two weeks while onsite construction is in progress;
- A signed/dated "Statement and Distribution of AIP Grant Costs" or "SF Form 272" for the preceding quarter's financial activity is due on January 15, April 15, July 15, and October 15.

When completed and all costs determined, you need to promptly close the project by submitting:

- Pre- and post-construction photographs;
- Sponsor Certification for Project Final Acceptance;
- Summary of all change orders and summary of all testing;
- Final Statement and Distribution of AIP Costs;
- A final signed and dated "Statement and Distribution of AIP Grant Costs" or "SF Form 272".

Mr. Paul Burns, (817) 222-5648, Paul.Burns@faa.gov, is the assigned program manager for this grant and is readily available to assist you and your designated representative with the requirements stated herein. We sincerely value your cooperation in these efforts and look forward to working with you to complete this important project.

Sincerely,



Edward N. Agnew
Manager, Arkansas/Oklahoma
Airport Development Office

Enclosure (2)

cc:

Mr. John Knight, Director
Arkansas Department of Aeronautics
Adams Field, One Airport Drive, 3rd Floor
Little Rock, AR 72202
