

Missouri Department of Transportation
Ed Hassinger, P.E., Director

1.888.ASK MODOT (275.6636)

October 21, 2025

Dear NPIAS Airport Sponsor:

RE: Capital Improvement Program (CIP) Due December 12, 2025

As the sponsor of an airport that is included in the National Plan of Integrated Airport Systems (NPIAS), you are required to develop a Capital Improvement Program (CIP) every year. The CIP must be submitted by **December 12, 2025**, and should identify funding needs for the next 3-5 years. Providing this information ensures your projects are considered for funding as we develop a statewide capital improvement program. Please ensure that your project estimated costs are as accurate as possible. As you plan for your CIP, please keep in mind that all funding requires a 10% local match, unless you have otherwise been notified. Please be realistic in your CIP and do not request more work than you can reasonably provide the local match for.

For any project requested in Federal Fiscal Year (FFY) 2025 that is expected to require federal funding beyond the Airport's non-primary entitlement (NPE), please submit an ACIP data sheet, located at [Capital Improvement Plan Data Sheet \(faa.gov\)](https://www.faa.gov/airports/airside/cip/data-sheet). This data sheet includes a drawing, detailed planning-level estimate, and project justification that we will utilize when preparing our statewide three-year CIP. Although not required, ACIP data sheets are also recommended for projects requesting FFY 2026 funding beyond the Airport's available NPE.

Your CIP must be submitted through MoDOT's Airport System Manager (ASM) program, which will require the use of your MoDOT-supplied username and password. If you are unsure of your username and password, please contact your MoDOT project manager or myself. **Please use Microsoft Edge or Chrome when accessing ASM.** If you request help from your consultant, they should have their own username and password for ASM. For additional guidance on submitting your CIP, please see [MOSponsorGuideforASM\[1\].pdf \(modot.org\)](#).

If you have any questions, please contact me at kimberly.masters@modot.mo.gov or 573-526-5201.

Sincerely,

Kimberly Masters

Kimberly Masters
Senior Multimodal Operations Specialist



Our mission is to provide a world-class transportation system that is safe, innovative, reliable and dedicated to serving customers for a prosperous Missouri.