



ACQUISITION  
TECHNOLOGY  
AND LOGISTICS

OFFICE OF THE UNDER SECRETARY OF DEFENSE  
3000 DEFENSE PENTAGON  
WASHINGTON, DC 20301-3000

MAR 10 2009

MEMORANDUM FOR DEPUTY ASSISTANT SECRETARY OF DEFENSE  
(POLICY PLANNING)

DIRECTOR, JOINT STAFF  
CHIEF OF STAFF, USAFRICOM  
CHIEF OF STAFF, USCENTCOM  
CHIEF OF STAFF, USEUCOM  
CHIEF OF STAFF, USNORTHCOM  
CHIEF OF STAFF, USPACOM  
CHIEF OF STAFF, USSOUTHCOM

SUBJECT: FY10 Defense Environmental International Cooperation (DEIC) Program  
Call for Proposals

This memorandum provides the schedule and guidance for submitting security cooperation proposals for the DEIC Oversight Group to allocate FY10 resources. Review and prioritization of the proposals will focus on how they describe support specific elements of the Guidance for the Employment of the Force, Combatant Command (COCOM) Theater Security Cooperation Plans, and 2007 Defense Installations Strategic Plan ([www.acq.osd.mil/ie/index.html](http://www.acq.osd.mil/ie/index.html)). Priority will be given to proposals that address innovative approaches to Environmental Safety & Occupational Health risk management, sustainment and/or building capacity for strategic partnerships: in operations; global defense posture; and defense missions outside the United States. Example of executing tools include: strategic-level international workshops/meetings, table top exercises, guidebooks, and capability assessments.

The Combatant Commanders are requested to submit their FY10 proposals by July 1, 2009, through the office of the Chairman of the Joint Chiefs of Staff (J-4) to ODUSD(I&E/ERS). Cover memorandum and proposals should be mailed to:

Mr. William Mackie  
Engineering Division, J-4ED  
Room 2B884, The Pentagon  
Washington, DC 20318-4000

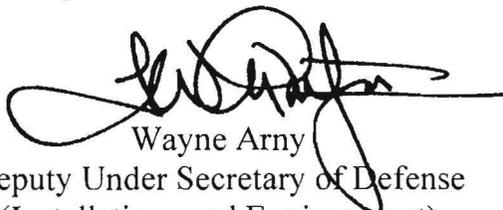
Please call to verify receipt of proposals: Mr. William Mackie at (703) 697-4443. Back-up electronic submittal to [William.Mackie@js.pentagon.mil](mailto:William.Mackie@js.pentagon.mil) with a copy to [SClark@ida.org](mailto:SClark@ida.org) is strongly encouraged.



The Oversight Group of the DEIC program will convene to review and prioritize projects for FY10 on Thursday, September 17, 2009 from 0900 to 1500 at the Institute for Defense Analyses (IDA), room 6701, 4850 Mark Center Drive, Alexandria, VA. The Oversight Group is comprised of three voting representatives: ODUSD(I&E)ERS, ODASD(Policy/Policy Planning), and the Office of the Chairman of the Joint Staff. Each Combatant Command that submits project proposal(s) is encouraged to attend the Oversight Group meeting in order to review its submissions and answer questions that the Oversight Group has. The meeting will be conducted at the Secret level. Visit requests need to be faxed to IDA Visitor Control, (703) 845-2588 (phone: (703) 845-6900 or sent via Joint Personnel Adjudication System, IDA's Security Management Office code is 7A2934) by September 1, 2009. Results from the Oversight Group will be announced via email.

In order to ensure consistency in the information provided for each proposal, the attachment to this memo is the template that should be used. The template contains instructions, (inserted as "comments") that explain what types of information to include in which places. This new template should facilitate the Oversight Group's work in reviewing and prioritizing the proposals. Furthermore, each Combatant Command is encouraged to include a brief narrative in its memorandum accompanying the project submissions, outlining how the current submissions fit into your overall program for the next 2-3 years. This narrative could encompass concepts of future cooperative work in the AOR either in terms of subject matter, countries, or regions to be engaged.

If you have any questions or need assistance, please contact Dr. Kurt Preston, ODUSD(I&E/ERS) at (703) 604-1798, or Mr. William Mackie (JS/J-4) at (703) 697-4443, [William.Mackie@JS.Pentagon.mil](mailto:William.Mackie@JS.Pentagon.mil).

  
Wayne Army  
Deputy Under Secretary of Defense  
(Installations and Environment)

Attachment:  
As stated

cc:  
USD(AT&L)\_DIR (International Cooperation)  
DASD (Africa)  
DASD (Central Asia)  
DASD (East Asia)  
DASD (Europe and NATO)  
DASD (Middle East)  
DASD (South and Southeast Asia)  
DASD (Western Hemisphere Affairs)

DEIC FY Proposal

- 1. TITLE:
- 2. HOST COUNTRY:
- 3. OTHER INVITED COUNTRIES:
- 4. REQUESTING AND SUPPORTING ORGANIZATION(S):

**Comment [c1]:** 1. Requesting organization within the Command (and any other organizations that are proponents of the proposal)

- 5. AO CONTACT INFORMATION  
NAME:  
EMAIL:  
PHONE/FAX:  
ADDRESS:

6. PROJECT DESCRIPTION\*

**Comment [c2]:** a. In 2-3 paragraphs, describe what the project will do, what its objectives are, why it is important. Also note whether this is a follow-on project from a prior year  
b. In a separate paragraph describe how this proposal supports the Guidance for the Employment of the Force, your Command's Theater Security Cooperation plans. (Note: If classified information is necessary to address this aspect, provide that in a separate document.)  
c. Ensure that the proposal is in line also with DEIC program objectives: international cooperation on defense-related environmental matters. In the case of workshops, emphasis should be on using a small team of US Subject Matter Experts to reach a much larger number of foreigners. Interagency teams are acceptable, and even encouraged, but there must be foreign defense department representatives participating.

- 7. DELIVERABLES (check all that apply):  
 Briefings     Guidebook     Other  
 Trip Report     Database

**Comment [c3]:** d. List what products the project will produce (e.g., workshop briefings, trip report, guidebook, database)  
e. Note: It is the action officer's responsibility to provide these deliverables to the appropriate DEIC staff within OSD

- 8. PLANNED EXECUTION TIMELINE  
 Q1     Q2     Q3     Q4

- 9. RESOURCE REQUIREMENTS:  
Total DEIC Funding Requested \$  
Total Project Cost \$  
Other Confirmed Funding Sources:  
Other Requested Funding Sources:

**Comment [c4]:** f. On the first line, indicate the total amount of DEIC money being requested  
g. On the second line list the overall cost of the project, and what other sources of funding have been secured or are being sought. (Note that DEIC seeks to leverage funds to the maximum extent possible.)  
h. Below these two lines, create a 2-column table to show anticipated DEIC costs by type of expense: travel by US personnel (this should note how many people are traveling and should list as subcategories airfare, per diem, and "other"); manpower costs; workshop costs (with subcategories, as appropriate, such as venue rental, interpreter costs); material production costs. This illustrates the basic structure of the table. Entries in the table may be deleted and added as necessary, according to the requirements of the specific project.

DEIC COST BREAKDOWN

Travel Cost <input type="checkbox"/> persons	\$
Airfare: \$	
Per diem: \$	
Other: \$	
<i>This should be repeated as needed if multiple trips are planned within the project</i>	
Number of Manmonths:	\$
Workshop costs	\$
Venue Rental: \$	
Interpreters: \$	
Equipment/Supplies: \$	
Materials (Printing, etc.)	\$
TOTAL DEIC COST	\$

10. PROJECT PRIORITIZATION: \_\_\_\_\_ OF \_\_\_\_\_

**Comment [c5]:** COCOMs must prioritize their proposals if more than one proposal is being submitted