



ENERGY,
INSTALLATIONS
AND ENVIRONMENT

OFFICE OF THE ASSISTANT SECRETARY OF DEFENSE

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WASHINGTON, DC 20301-3400

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MEMORANDUM FOR DEPUTY ASSISTANT SECRETARY OF DEFENSE (SECURITY COOPERATION)

DIRECTOR, JOINT STAFF

CHIEF OF STAFF, UNITED STATES AFRICA COMMAND

CHIEF OF STAFF, UNITED STATES CENTRAL COMMAND

CHIEF OF STAFF, UNITED STATES EUROPEAN COMMAND

CHIEF OF STAFF, UNITED STATES NORTHERN COMMAND

CHIEF OF STAFF, UNITED STATES PACIFIC COMMAND

CHIEF OF STAFF, UNITED STATES SOUTHERN COMMAND

SUBJECT: Defense Environmental International Cooperation (DEIC) Program – Fiscal Year (FY) 2017 Call for Proposals

This memorandum provides the guidance and schedule for submitting proposals for consideration in the DEIC Program allocation of FY 2017 resources. The DEIC Program provides expertise and funding to support security cooperation (e.g., support operations or the Warfighter, sustain mission resilience, build partnership capability or capacity, develop and enhance relationships, or address environmental or operational energy risk management).

Eligible DEIC Program proposals must include engaging with foreign defense ministries on environmental or operational energy topics that have implications for military installations, training, or operations. I encourage you to submit proposals that leverage other sources of funding.

The planned milestones for the DEIC FY 2017 proposal submission process are:

- No later than July 15, 2016 – Please submit FY 2017 DEIC Program proposals based on the guidance provided in Attachment 1.
- August 10-11, 2016 – My staff will meet with representatives from the Office of the Deputy Assistant Secretary of Defense (Security Cooperation) and the Joint Staff to evaluate the proposals, as outlined in Attachment 2.
- Early October 2016 – I anticipate announcing the approved FY 2017 DEIC Program.

My point of contact is Mr. Shah Choudhury at shah.a.choudhury.civ@mail.mil or 571-372-6809.


Peter J. Potockney

Deputy Assistant Secretary of Defense (Basing)
Performing the Duties of the Assistant Secretary of Defense
(Energy, Installations, and Environment)

Attachments:
As stated

**Defense Environmental International Cooperation (DEIC) Program
Fiscal Year (FY) 2017
Proposal Guidance**

Geographic Combatant Commands (CCMDs) should consolidate their proposals and submit them by July 15, 2016, to the Office of the Assistant Secretary of Defense (Energy, Installations and Environment) (OASD(EI&E)) for FY 2017 resource consideration. A cover memo signed out at the GFO/SES level is appropriate. The proposal submission with cover memo should be emailed to Ms. Susan Clark-Sestak at sclark@ida.org, with a copy to Mr. Shah Choudhury, OASD(EI&E) at shah.a.choudhury.civ@mail.mil.

All proposals must include engagement with foreign defense representatives on environmental or operational energy topics (note that installation energy is not part of the DEIC portfolio and should therefore not be the sole focus of a proposal). The expected results of the engagement should fall into one of the following categories:

- Supporting operations or supporting the Warfighter.
- Sustaining mission resilience.
- Building partner capability.
- Expanding partner capacity.
- Developing or strengthening relationships.
- Addressing environmental or operational energy risk management.

DEIC's budget remains relatively small. To maximize its impact, and to demonstrate the CCMD's support for the DEIC Program, proposals that leverage other sources of funding (such as Traditional Commander Activities) will generally be given a higher priority than those that do not. Each CCMD's prior year's performance in execution and timely reporting (of monthly obligation reports and after action reports) will also be taken into consideration when the DEIC Advisory Group makes its recommendations of projects to be funded. In addition, projects that include other U.S. government agencies, international organizations, and/or non-profit organizations are encouraged.

The format of the proposals should be as follows:

1. Title of the proposal.
2. Organization originating request, including Department of Defense (DoD) action officer, email address, and commercial and DSN phone number.
3. Description – Explain why this proposal and the country(ies) to be engaged are important and what the desired outcomes are:
 - a. General description of who, what, where, when, and how.
 - b. Why? How will this project have an impact? What are its expected results (refer to the bulletized list above)? Also cite support to specific objectives of the Guidance for the Employment of the Force and your CCMD Theater Campaign Plan. The more context you provide, the more competitive your proposal is likely to be. If it is

necessary to make this section of your proposal classified, submit it in a separate classified document to susan@ida.pentagon.smil.mil and shah.a.choudhury.civ@mail.smil.mil.

4. Documentation deliverables: For example, report, handbook, workshop, proceedings, etc.
5. Planned schedule for execution (include key planning meetings and events). Please consider the “80/20” rule – 80 percent obligation by end of July is mandatory. No more than 20 percent of funding may remain unobligated after that date.
6. Resource requirements: Provide a detailed excel spreadsheet that identifies:
 - a. The amount of funds requested from the DEIC Program.
 - b. How funds will be spent (e.g., number of travelers, transportation cost, per diem, publication costs, contractor support). The DEIC Program is Operation and Maintenance (O&M) funded, and subject to all restrictions of that appropriation.
 - c. Other resources that have been requested (e.g., Traditional Commander Activities, Title 10, other government agencies, international organizations, non-governmental organizations, manpower, etc.). While it is not unconditionally required that other resources be leveraged for all proposals, it is an important indicator of the value that others place on the proposal.
7. Additional Comments: Include any clarifying information that will aid our understanding in evaluating your proposals. This information should be clear, succinct, and proposal-specific.
8. Priority: CCMDs must prioritize their proposals if submitting more than one.
9. Compliance with all current guidance governing travel and conferences (if applicable) is required.

Once the approved FY 2017 DEIC Program is announced, CCMDs should be prepared to provide additional information about the amount of funding needed in the first several months of the Fiscal Year, in the event that not all DEIC funds are available immediately at the start of the year.

**Defense Environmental International Cooperation (DEIC) Program
Fiscal Year (FY) 2017
Advisory Group Meeting**

The purpose of the DEIC Program's Advisory Group is to review, prioritize and recommend DEIC projects to the Assistant Secretary of Defense (Energy, Installations and Environment) (ASD(EI&E)) for Fiscal Year (FY) 2017 funding. The Advisory Group is comprised of three voting representatives from: the OASD(EI&E); the Office of the Deputy Assistant Secretary of Defense (Security Cooperation); and the Joint Staff. Decision-making authority for the DEIC Program lies solely with ASD(EI&E).

The Advisory Group will meet on Wednesday, August 10, 2016, from 0900 to 1600 at the Institute for Defense Analyses (IDA), with the participation of the Geographic Combatant Command (CCMD) DEIC Program Managers, to review the FY2017 proposals. The following outlines the form of this CCMD participation:

- At a minimum, the DEIC Program Manager from each CCMD is expected to participate; additional CCMD participants are also welcome to attend the meeting.
- There will be a 30-45 minute window designated for each CCMD during which Advisory Group questions about the CCMD's proposals will be addressed.
- For each person attending the meeting, the following must be done by July 29, 2016:
 - ✓ Provide the name and contact information (email and phone number) of the representative(s) you are planning to send to Ms. Susan Clark-Sestak, sclark@ida.org, with a copy to Ms. Selina Silvers, ssilvers@ida.org.
 - ✓ Visit requests must be faxed to IDA Visitor Control, (703) 845-2588 (phone: 703-845-6900) or sent via JPAS (IDA's SMO code is 7A2934). Please do so by July 29, 2016.
- No formal briefing presentation will be expected or accommodated.
- If any classified supporting documentation is required, that must be sent to Ms. Clark-Sestak at susan@ida.pentagon.smil.mil when proposals are submitted (by July 15, 2016).

The Advisory Group will meet on Thursday, August 11, 2016, from 0900 to 1200 at the IDA to prioritize the FY2017 proposals from the Geographic CCMDs.

Taking under advisement the Advisory Group's recommendations, the ASD(EI&E) will subsequently issue a memorandum announcing the officially approved program, pending receipt of FY 2017 funds.

If you have any questions or need assistance, please contact Mr. Shah Choudhury at 571-372-6809, shah.a.choudhury.civ@mail.mil. For questions related to the IDA, please contact Susan Clark-Sestak at 703-845-2166, sclark@ida.org.