

THE FOLLOWING OUTLINE IS TAKEN DIRECTLY FROM THE MILITARY INSTALLATION RESILIENCE PROGRAM DRAFT FEDERAL FUNDING OPPORTUNITY NOTICE. THE INTENT OF THIS DOCUMENT IS TO ISOLATE THE INFORMATION COLLECTION DETAILS.

Agency Disclosure Notice

The public reporting burden for this collection of information, OMB 0704-XXXX, is estimated to average 40 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or burden reduction suggestions to the Department of Defense, Washington Headquarters Services, at whs.mc-alex.esd.mbx.dd-dod-information-collections@mail.mil. Respondents should be aware that notwithstanding any other provision of law, no person shall be subject to any penalty for failing to comply with a collection of information if it does not display a currently valid OMB control number.

Military Installation Resilience Program Grant Proposal

PROPOSAL AND SUBMISSION INFORMATION

1. Submission of a Proposal

Funding will be awarded to only one governmental entity on behalf of a region per installation. Therefore, proposals on the behalf of a multi-jurisdictional region should demonstrate a significant level of cooperation in their proposal. Additionally, the local military installation must agree with the applicant's determinations regarding the existence of the current, future, or potential threat to local military installation resilience and to work with and support the local effort.

There exists possible overlap with the Office of Local Defense Community Cooperation's Compatible Use Program. Respondents are encouraged to review the Program Information provided under Catalogue of Federal Domestic Assistance listing 12.610 (Community Economic Adjustment Assistance for Compatible Use and Joint Land Use Studies). Applicants should submit a single response to either the Installation Resilience or Compatible Use Federal Funding Opportunity notice (Federal Register Vol. 84, No. 150, 5 Aug. 19), depending on whichever program area responds to the predominant concerns. Based on the submission content, the Office of Local Defense Community Cooperation may redirect the respondent to submit their proposal under an alternative Federal Funding Opportunity notice.

Proposals may be submitted electronically via email to: oea.ncr.OEA.mbx.ffo-submit@mail.mil with a courtesy copy to the contact listed in Section G. of this notice. Include "**Community Economic Adjustment and Diversification Assistance for Responding to Threats to the Resilience of a Military Installation**" on the subject line of the message and request delivery/read confirmation to ensure receipt.

Proposals may also be mailed or hand-delivered to:

Director

Office of Local Defense Community Cooperation
2231 Crystal Drive, Suite 520
Arlington, VA 22202-3711

Proposals will be accepted as received on a continuing basis commencing on the date of this publication in the Federal Register and processed when deemed to be a final, complete proposal.

2. Content and Form of Proposal Submission

Each proposal submitted must only contain unclassified information and may not describe or detail specific military missions. Information provided regarding the military installation will be public open source information and must be approved by the military installation for inclusion.

Each proposal shall consist of no more than ten (10) single-sided pages exclusive of cover sheet, transmittal letter, and/or addendum, typed in a minimum 11-point common typeface, with no less than 1" margins, exclusive of appendices, attachments, and cover sheet and/or transmittal letter, and must include the following information:

A. Point of Contact: Name, title, phone number, e-mail address, and organization address of the respondent's primary point of contact;

B. Actual/Potential Impediment to Military Installation Resilience: A description of potential resiliency concerns within the area of Department of Defense's test, training and military operations;

C. Project Description: A description of the proposed project, specifically:

- how the project can support, protect, or enhance military installation resilience, including how the project could enhance the military installation's ability to maintain, improve, or rapidly reestablish installation mission assurance and mission-essential functions associated with Department of Defense's test, training, and military operations;
- how the project scope, including the key localized systems impacting the mission assurance and mission-essential functions of the subject installation's test, training, and military operations, are defined;
- how the project will capitalize on existing strengths (e.g., infrastructure, institutions, capital, etc.) within the localized area and community; and,
- how the project would be integrated with any existing/ongoing efforts that may impact the project.

D. Project Participants: A description of the partner jurisdictions, agencies, organizations, key stakeholders, and their roles and responsibilities to carry out the proposed project. Letters of support may be included as attachments and will not count against the ten (10) page limit; a letter of support from each affected military installation commander should be included;

E. Local military involvement and support: A description of the anticipated role of the installation(s) in the project; and evidence of local installation support for the proposal;

F. Grant Funds and Other Sources of Funds: A summary of local needs, including need for Federal funding; an overview of all State and local funding sources, including the funds requested under this notice; financial commitments for other Federal and non-Federal funds needed to undertake the project to include acknowledgment to provide not less than ten percent (10%) of the funding from non-Federal sources; a description of any other Federal funding for which the respondent has applied, or intends to apply to support this effort; and, a statement detailing how the proposal is not duplicative of other available Federal funding;

G. Project Schedule: A sufficiently detailed project schedule, including milestones;

H. Performance Metrics: A description of metrics to be tracked and evaluated over the course of the project to gauge performance of the project;

I. Grants Management: Evidence of the intended recipient's ability and authority to manage grant funds; and,

J. Submission Authorization: Documentation that the Submitting Official is authorized by the respondent jurisdiction(s) and the respondent jurisdiction is an eligible entity to submit a proposal and subsequently apply for assistance.

K. If there are multiple jurisdictions involved, an addendum can include letters of support.

To the extent practicable, the Office of Local Defense Community Cooperation encourages respondents to provide data and evidence of all project merits in a form that is publicly available and verifiable. The Office of Local Defense Community Cooperation reserves the right to ask any respondent to supplement the information in its proposal, but expects the proposal to be complete upon submission.