

Complex Systems Funding Request Form

SUB-Allocation (PBAS) Request

If you require a Sub-Allocation please contact your OE or Stephen.munt.ctr@osd.mil and request this form in editable MSWord format. **RED** items are required information for you to change; **BLUE** items are notes to assist in filling out the form; **BLACK** items are required information that you may not change. When the form is complete all **RED** should be specific to your program, and changed to black; all **BLUE** items should be deleted.}

MEMORANDUM FOR DIRECTOR, FINANCIAL MANAGEMENT DIRECTORATE,
WASHINGTON HEADQUARTERS SERVICES

SUBJECT: **Project Title** DoD Joint Capability Technology Demonstration (JCTD) Fiscal Year 2012/2013 RDT&E Funds Transfer Request

Please issue **\$XXX,XXX.00** of (JCTD) FY 2012/2013 RDT&E funds P.E.# 0603648D8Z to _____ {List Activity who is to receive the funds}. These funds will be used to provide support to the _____ {List title of the JCTD}. The Operating Agency Code (OAC) is _____ {sometimes referred to as an OA code. This is a two digit code used to identify a unit in the PBAS system.}. The program manager shall ensure the funds are obligated in accordance with the National Defense Appropriations Act for FY 2012/2013 and all applicable DoD financial and contractual regulations.

Justification paragraph: {Explain how the funds will be used. Please include a detailed description of how the funds will be utilized - Example: These funds will be used to facilitate the design and technology integration of the Rapid Terrain Visualization JCTD as specified in the JCTD Management Plan. Specifically, funds will be utilized for system design, engineering and integration, demonstration planning and recent near term requirements stemming from the September 11, 2001 terrorist attacks}.

(Please list all of the expected deliverables, failure to do so will result in funding not being issued)

1. _____
2. _____
- ..
- n. _____

Forward the funds, the funds transfer documents, and this memorandum to:

_____ {List POC information here including name, full mailing address, phone number, email address and any other POCs you feel are important to specifically identify who is receiving this funding}. The points of contact for the Director, JCTD program are _____ {Oversight Executive listed here}; Mr. Dan Kowalski: 703-601-3663; danny.kowalski@osd.mil, and Mr. Stephen Munt: 703-602-0750; stephen.munt.ctr@osd.mil. The technical point of contact for _____ Program is _____ {Provide a technical POC name, email address and phone number}. The _____ Project financial point of contact is _____ {Provide your financial POC along with a phone number and email address}.

Robin L. Hicks
Director, JCTD Program