



OFFICE OF LOCAL DEFENSE COMMUNITY COOPERATION

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MEMORANDUM FOR PROPOSERS DEFENSE COMMUNITY INFRASTRUCTURE PROGRAM

SUBJECT: Guidance Regarding Installation Endorsement Letters Accompanying Defense Community Infrastructure Program Proposals

References: (a) Defense Community Infrastructure Program Federal Funding Opportunity Notice, May 18, 2021

This memorandum clarifies guidance on requested elements of installation commander endorsement letters accompanying Fiscal Year 2021 Defense Community Infrastructure Program proposals.

Eligible entities submitting proposals for the Fiscal Year 2021 Defense Community Infrastructure Program (DCIP) must ensure all proposals are written to the same standard presented in the Defense Community Infrastructure Program Federal Funding Opportunity Notice, posted on Grants.gov (Funding Opportunity Number OLDCC-21-F-0002) and the OLDCC.gov web page. The Defense Community Infrastructure Program review panel will be instructed to disregard any narrative from installation commander endorsement letters that goes beyond what is otherwise requested under the Federal Funding Opportunity Notice. Installation endorsement letters may, at the discretion of the installation commander, provide additional information than what is requested in the Federal Funding Opportunity Notice. However, information provided beyond what is requested in Section D., paragraph 2.C. of the Defense Community Infrastructure Program Federal Funding Opportunity Notice will have no bearing on proposal scoring.

This guidance will accompany the Defense Community Infrastructure Program Federal Funding Opportunity Notice on Grants.gov as well as what is posted on the Office of Local Defense Community Cooperation website, OLDCC.gov.

Daniel L. Glasson
Deputy Director for Programs

Section D, paragraph 2.C. of the Defense Community Infrastructure Program Federal Funding Opportunity Notice states:

Section D.2.C. - Installation Endorsement: A letter of endorsement from the Commander of the local installation that includes (i) the existing conditions at the local installation to be impacted by development of the proposed project (and the extent to which the proposed project enhances the existing conditions), (ii) assessment of impact to the local installation should the proposed project not proceed, and (iii) a comparison of how those existing conditions rank against other military value, military installation resilience, or military family quality of life infrastructure issues impacting the local installation. Local installation endorsement letters, among other information, should indicate the installation's willingness to support the local community's execution of the project (including the possible technical review of required National Environmental Policy Act environmental planning documents for the proposed project);