

Utilize the following instruction set when completing the POM-14 Program Review Briefing Template.

The PEB Chairs are required to provide one briefing packet per Program (MCPC) within their PEB. PEB Chairs should not provide separate briefs for individual Work Center Identifier's (WCI), but a roll up brief of the total program capability. This may require data collection from multiple WCI's if necessary as well as coordination or tasking to the Program Manager.

***To fill out templates, only use file named: POM14 Program Review Template_Final_201109XX.ppt
Please name files as follows: POM14_PEB_MCPC Title_MCPC #.ppt
In the Slide Master, input the MCPC Title and number***

- **Title Slide (SLIDE 1)**
 - Input the MCPC Number (XXXXXX) and the MCPC Title as found in PBDD.
 - Include a picture of the program or capability being provided. This is meant to give a general idea of what we are “buying.”
 - Identify if the program is core or non-core. If a portion or all of the program is deemed Core, then identify the program as Core by selecting Y.
- **Program Definition (SLIDE 2)**
 - Include the MCPC definition found in PBDD.
- **Guidance Fit & Performance Metrics (SLIDE 3)**
 - Guidance Fit
 - Describe in detail how the MCPC ties to guidance focusing on specific guidance as opposed to generic guidance. Sources may include but are not limited to the MAGTF Integration Plan (MIP), MAGTF Requirements List (MRL), MAGTF Gap List (MGL), Commandant's Planning Guidance, Marine Corps Campaign Plan, Strategy & Vision 2025, Defense Planning Guidance, POM-14 Initial Planning Guidance, SECNAV Guidance, OSD Guidance, Joint Capability Areas and Legal Mandates.
 - Current/Proposed Performance Metrics
 - Applies to all Operations & Maintenance programs that affect readiness.
 - If a performance metric exists for the MCPC, include it here.
 - If no performance metric exists, develop a metric for the MCPC that ties the capability of the program to readiness.

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- **Program Criteria (Minimum Capability) (SLIDE 4)**

- Requirement
 - Indicate where the requirement originated and/or how it was determined.
 - Clearly articulate the impacts of Congressional Mandates; Executive Orders; Federal, State, and Local Laws; and DoD, DoN and CMC Directives.
- Minimum Capability Definition
 - List the assumptions used to determine the Minimum Capability Level (MCL) for this specific program. Assumptions may be unique to each individual program or apply to many.
- Capability Description
 - In detail, describe the capability provided when the program is funded at the Minimum Capability Level.
- Risk
 - Describe the capability forfeited when the program is funded at the Minimum Capability Level.
 - Explain if any Public Laws, Executive Orders or any other mandates will be broken if the program is not funded to this level.

- **Fiscal Data (SLIDE 5)**

- Input the Core/Non-Core data. Core information will be provided as an enclosure to the Program Review Order.
- Input the Appropriation data to resource to MCL.
 - OMMC & OMMCR funding must be reported separately.
- The CIVPERS data should reflect current PBDD funding and FTE levels.
- Input labor data for contracted labor and Uniform Funding & Management labor.
 - For contracted labor where the number of employees is unknown, use \$160,000 per contractor as the planning factor to determine end strength.

- **Categorized Fiscal Data (SLIDE 6)**

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- By appropriation, categorically define the sub-programs or various functions within the program that require funding to achieve MCL. This slide should highlight the cost drivers of the MCPC.
 - For O&M funding, provide data at the Object Class level (Civilian Labor, Travel & Training, Contracts, etc.) at a minimum. Contracts should be listed at the Sub-Object Class level or more specific.
 - OMMC & OMMCR funding must be reported separately.
 - For acquisitions programs, use the Work Breakdown Schedule to define the program.
 - For military construction (MCON & MCNR), group projects into logical categories (i.e. JSF, MV-22, MCU, etc.).
 - For military pay (MPMC & RPMC), categorize using Personnel BA & Personnel BLI.
- **Acquisition Schedule (SLIDE 7)**
 - Applies to acquisitions programs only. Generally, all programs with WCI Marine Corps Systems Command are required to submit this slide.
 - The program schedule should cover FY11 to FY18 at the MCL. Also, include:
 - Quantity, milestone dates, IOC/FOC, contract awards, LRIP, FRP, major increments, testing DT/OT/IOT&E, FOT&E, refreshes, and deliveries.
 - For programs in the sustainment phase, include hardware refresh, contract awards for CS/CLS/COMS, and software patches/releases.
- **Program Criteria (SLIDE 8)**
 - Capability Delta
 - Describe the additional capability delivered between the MCL and the Full Capability Level (FCL). Only discuss the increment of additional capability from resourcing at MCL to resourcing at FCL.
 - Full Capability Description
 - Describe FCL of the entire program. In this section, describe the capability of resourcing at \$0 to resourcing at FCL.
- **Fiscal Data (SLIDE 9)**

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- Input the Core/Non-Core data. Core information will be provided as an enclosure to the Program Review Order. The Core data should remain the same from the MCL slide.
- Input the Appropriation data to resource to FCL.
 - OMMC & OMMCR funding must be reported separately.
- The CIVPERS data should reflect current PBDD funding and FTE levels.
- Input labor data for contracted labor and Uniform Funding & Management labor.
 - For contracted labor where the number of employees is unknown, use \$160,000 per contractor as the planning factor to determine end strength.
- **Categorized Fiscal Data (SLIDE 10)**
 - By appropriation, categorically define the sub-programs or various functions within the program that require funding to achieve FCL. This slide should highlight the cost drivers of the MCPC.
 - The top row of each appropriation should include the total of the MCL for the respective appropriation.
 - For O&M funding, provide data at the Object Class level (Civilian Labor, Travel & Training, Contracts, etc.) at a minimum. Contracts should be listed using the Sub-Object Class level or more specific.
 - OMMC & OMMCR funding must be reported separately.
 - For acquisitions programs, use the Work Breakdown Schedule to define the program.
 - For military construction (MCON & MCNR), group projects into logical categories (i.e. JSF, MV-22, MCU, etc.).
 - For military pay (MPMC & RPMC), categorize using Personnel BA & Personnel BLI.
- **Acquisition Schedule (SLIDE 11)**
 - Applies to acquisitions programs only. Generally, all programs with WCI Marine Corps Systems Command are required to submit this slide.
 - The program schedule should cover FY11 to FY18 at the FCL. Also, include:
 - Quantity, milestone dates, IOC/FOC, contract awards, LRIP, FRP, major increments, testing DT/OT/IOT&E, FOT&E, refreshes, and deliveries.

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- For programs in the sustainment phase, include hardware refresh, contract awards for CS/CLS/COMS, and software patches/releases.
- **Asset Posture (SLIDE 12)**
 - Applies to acquisitions programs only. Generally, all programs with WCI Marine Corps Systems Command are required to submit this slide.
 - What is the AAO Attainment/Sustainment in FY14 and FY18 at MCL (quantities and %)? FCL (quantities and %)?
 - What is the age of the inventory?
 - When is planned end of service life?
 - What is the refresh plan?
 - Discuss obsolescence/supportability issues.
 - What is the impact of reset/reconstitution?
- **OCO Funding (SLIDE 13)**
 - By appropriation, categorically define the sub-programs or various functions within the program that were appropriated funding in FY10-11 and requested funding in FY12-14. This slide should highlight the cost drivers of the MCPC.
 - For O&M funding, provide data at the Object Class level (Civilian Labor, Travel & Training, Contracts, etc.) at a minimum. Contracts should be listed using the Sub-Object Class level or more specific.
 - OMMC & OMMCR funding must be reported separately.
 - For acquisitions programs, use the Work Breakdown Schedule to define the program.
 - For military construction (MCON & MCNR), group projects into logical categories (i.e. JSF, MV-22, MCU, etc.).
 - For military pay (MPMC & RPMC), categorize using Personnel BA & Personnel BLI.

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PBDD Instructions

General Information: Data will be captured in PBDD for POM-14 Program Reviews. PEB Chairs will enter one issue for Minimum Capability Level (MCL) and one issue for Full Capability Level (FCL) issues in PBDD for each of their programs.

1. In PBDD, select the Create Issue/Initiative from the menu bar at the top of the screen.
2. In the Choose Position screen, select RVW-14 and Programming Issue/Initiative as the Issue Type. Click Submit.
3. In the Create Issue/Initiative screen:
 - a. For the Sub-Process field, choose either MC – Minimum Capability or FC – Full Capability depending on the data you are submitting.
 - b. Choose the appropriate PEB, FSG, and MCPC.
 - c. Title the issue using the following format:

MCPC Title_MCPC #_MC/FC

4. Once the issue is created, under the Issue Summary tab, text must be entered in all of the dialog boxes. Provide legitimate statements for the Risk, Capability Description and Requirements boxes. Urgency and Executability may be provided at your discretion. In this tab, attach the Program Review brief for the applicable MCPC.
5. In the Financial Data tab, enter or load in correct PBDD load format the fiscal data for MC and FC to the lowest level of detail (MCPC, APPN, BA, BLI, PE, SI, WCI, etc.) in Then-Year dollars, thousands. The FC data should be entered as the increment of funding to go from MC to FC. For example, if the MC of a program is \$2 and the FC of the program is \$6, you would enter \$2 for the MC and \$4 for FC in the RVW-14 position.

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Definitions

Minimum Capability Level (MCL). MCL is defined differently depending upon the nature of the individual program. MCL funding permits program executability but with significant risk to schedule, performance, or cost. The funding profile does not breach contract, violate acquisition law, or neglect higher authority mandates/service MOAs, MOUs, or ISSAs. If a program is:

1. *Level of Effort.* Reduce size and/or frequency of purchases to support only minimal readiness. Postpone any required refresh that does not directly address safety or critical reliability – even if this will raise costs dramatically in future years (i.e. outside FYDP).
2. *New Start.* Limit Research & Development (R&D) to support only pre-Milestone A activities (technology surveys, requirements refinement, etc).
3. *Fully Fielded.* Defer hardware refresh/technology insertion unless critical safety or reliability issue are created. Minimize centralized sustainment.
4. *Partially Fielded.* Truncate fielding at minimal contractual obligation (cheapest overall cost). Postpone any refresh and minimize any centralized sustainment.
5. *Modification Line.* Address only safety and critical obsolescence issues.
6. *Joint.* Providing the minimal amount of R&D to allow the USMC to participate in the program development process.

Full Capability Level (FCL). A program's FCL is the level of funding needed to fully fund all defined requirements, to include buying out its Approved Acquisition Objective (AAO), where applicable. Program meets all fully documented requirements on earliest schedule. If a program is:

1. *Level of Effort.* Replace at most favorable economic rates. Refresh as often as required to minimize capability risk.
2. *New Start.* Follow most expeditious schedule to transition to full capability. Develop most expeditious schedule to sustain capability once fielded.
3. *Fully Fielded.* Centralize sustainment and refresh as often as required to minimize capability risk.
4. *Partially Fielded.* Follow plan for full fielding at most expeditious rate possible. Implement Refresh/technology insertion as often as required to minimize capability risk. Centralize sustainment as required.
5. *Modification Line.* Fully exploit all available technology and address all user concerns.
6. *Joint.* Have significant participation, if not leading outright. Follow most expeditious schedule to transition to full capability. Develop most expeditious schedule to sustain capability once fielded.

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