NAVMC 11773 (12-10) (EF)
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TRAINING COMMAND UNFUNDED TRAINING REQUIREMENT REQUEST FORM

1. Requesting Unit/Section | **2. FY**

3. POC:

Phone:

E-mail:

4. Appropriation	**5. AGSAG**	**6. Requirement Type**

7. CID POI:

CID/POI Date: _____ Status:

HHQ Staffing Comment:

Overhead Cost ISO CID's/POI's:

8. Title Requirement:

9. Importance:

- ☐ Critical: Critical to the unit's ability to operate
- ☐ Important: Unit/section severely degraded in ability, perform mission without
- ☐ Enhancing: Good to do, will improve unit/section's existing capabilities

10. Priority: _____ of _____

11. Description of Requirement and Reason for Request:

Ensure DETAILED descriptions are provided by the requestors to preclude follow-on questions, i.e. provide all who, what, when, where, why and how of each request. Include unit price, quantity, etc., as applicable. Also describe the requirement that drives the funding request, i.e. specific TRNGCMD directive, T/E shortfall, UUNS, safety requirement, approved POI. Additionally, outline the operational impact (improvement) if the funding request is supported. If you are already providing this service, then a detailed description/justification is required to support additional funds, i.e., "We stopped doing X in order to execute Z, but now we have to do X as well as the new requirement".

12. Impact if not Funded:

Use performance metrics as applicable. Impact statements should leave no doubt to the reader as to mitigating actions commanders/section heads are prepared to execute should additional funding not be provided.

13. Status:

Describe if this is a recurring validated unfunded requirement i.e. was this and how many times has this deficiency been submitted in the POM/PR, OIFOEF Supplemental/MYR/EOY and where has the HHQ prioritized it?

14. New Contract(s) Establishment Required: ☐ No ☐ Yes If Yes, can it be executed within the FY? ☐ No ☐ Yes

15. FYXX Supplemental Requirement Allocation/Obligation Phasing Plan ($000)

	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	Jun.	Jul.	Aug.	Sep.	Total
Allocation Plan													
Obligation Plan													

Allocation: When funding is needed in order to Commit the funds.
Obligation: When funding will be obligated in the Official Accounting System (SABRS)

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16. FYXX Supplemental Requirement ($000)

Category	Amount ($000)
Civilian Pay (Civil Svc)	
WWTAD	
TAD	
SME TAD	
Supplies (Incl. Fuel)	
Equipment	
Printing/Repro	
Maintenance	
Postal	
Service Contracts	
Other (Specify)	
MIPR's/WR's (Specify Purpose)	

16a. Quantity of Items Requested: _____

16b. TAMCN (TAM Control #): _____

16c. Civilian Labor Breakout
(Provide GS or YA rating of any new hire that supports the Initiative):_____

Notes: Itemized Listing: Include unit price, quantity, etc., as applicable. Identify the **number** of contractor support (if required), type of contractor, number of **hours** and hourly rate or yearly rate of contract. Include Other Direct Cost of the contract (i.e., TAD, NMCI seats, overhead, etc.).

Examples:

ITEM	QUANTITY	UNIT/COST	TOTAL COST
MTSS Contract Support	120 personnel	approx. 200,000/per	24M (example only)
Manikins	5	1,000/per	5,000 (example only)

17. Recurring Outyear Costs (As Applicable $000)

Appn	FY10	FY11	FY12	FY13	FY14	FY15	TOTAL

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