



## OFFICE OF THE SECRETARY OF DEFENSE

OFFICE OF ECONOMIC ADJUSTMENT  
400 ARMY NAVY DRIVE, SUITE 200  
ARLINGTON, VA 22202-4704

May 17, 2005

Dear Local Official:

I would like to introduce you to the Department of Defense's (DOD) Office of Economic Adjustment (OEA). OEA is the Department of Defense's primary source for assisting communities that are affected by Defense program changes. Our commitment to help communities respond to base realignment and closure (BRAC) announcements can assist in your community's response.

DoD recognizes that no two communities are the same and that DoD's recommendations are not without consideration for impact on local communities. By statute and Executive Order (E.O.), DoD has the ability to bring the resources of twenty-two key Federal agency Secretaries together to help communities adversely affected by BRAC actions. Through OEA, these resources are coordinated to tailor a responsive program of assistance to help your community plan and carry out local adjustment efforts. I am enclosing E.O. 12788 as it was amended President George W. Bush on May 12, 2005 and information on some of the Federal assistance available to affected communities through the Defense Economic Adjustment Program and the President's Economic Adjustment Committee. Where necessary we will help communities in their work with the private sector to plan or undertake base redevelopment, and we will assist communities to partner with the Military Departments as they implement BRAC actions. Most importantly, OEA in collaboration with the Military Departments will help your community navigate the BRAC process.

We understand the anxieties and uncertainties that may arise in response to these recommendations. In fact, to assist you in gaining a perspective, we have worked with some local leaders from past base closure rounds to provide their unique perspectives on what you are confronting so that you can benefit from their experiences. I encourage you to review the additional enclosed DVD, "*Communities, Responding to Change*" at your earliest convenience and to share it with other local officials. Besides recognizing that communities can successfully respond to a "BRAC" action, it underscores that success is directly related to effective local leadership. Also enclosed is "*Responding to Change: Communities & BRAC*," containing practical, early-on advice for local and State officials responding to a significant BRAC recommendation.

As the Base Realignment and Closure Commission begins its review of these recommendations and your community actively ensures every consideration is provided to your situation, I encourage you to become acquainted with the actions, roles, and responsibilities that have enabled communities to successfully transition through BRAC.

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Following your review of this material and any consultation you may undertake with your community, OEA representatives are available to discuss questions you may have and/or to make a visit locally. You can reach our office or me personally at 703-604-6020.

As this BRAC effort proceeds, OEA will be presenting several additional technical resources to assist communities, including publications on organizing and planning for base reuse. Please feel free to navigate our website at [www.oea.gov](http://www.oea.gov) to obtain more information about community adjustment to BRAC decisions.

Sincerely,

A handwritten signature in cursive script that reads "Patrick J. O'Brien".

Patrick J. O'Brien  
Director  
Office of Economic Adjustment

Enclosures:  
As stated

DCN: 11593

## THE PRESIDENT

## EXECUTIVE ORDER 12788

As AMENDED 5/12/2005

## Defense Economic Adjustment Program

By the authority vested in me as President by the Constitution and the laws of the United States of America, including 10 U.S.C. 2391 and the Defense Economic Adjustment, Diversification, Conversion, and Stabilization Act of 1990, enacted as Division D, section 4001 *et seq.*, of the National Defense Authorization Act for Fiscal Year 1991, Public Law 101-510, and to provide coordinated Federal economic adjustment assistance necessitated by changes in Department of Defense activities, it is hereby ordered as follows:

Section 1. *Function of the Secretary of Defense.* The Secretary of Defense shall, through the Economic Adjustment Committee, design and establish a Defense Economic Adjustment Program.

Sec. 2. *Purpose of the Defense Economic Adjustment Program.* The Defense Economic Adjustment Program shall (1) assist substantially and seriously affected communities, businesses, and workers from the effects of major Defense base closures, realignments, and Defense contract-related adjustments, and (2) assist State and local governments in preventing the encroachment of civilian communities from impairing the operational utility of military installations.

Sec. 3 *Functions of the Defense Economic Adjustment Program.* The Defense Adjustment Program shall:

- (a) Identify problems of States, regions, metropolitan areas, or communities that result from major Defense base closures, realignments, and Defense contract-related adjustments, and the encroachment of the civilian community on the mission of military installations and that require Federal assistance;
- (b) Use and maintain a uniform socioeconomic impact analysis process to justify the use of Federal economic adjustment resources prior to particular realignments;
- (c) Apply consistent policies, practices, and procedures in the administration of Federal programs that are used to assist Defense-affected States, regions, metropolitan areas, communities, and businesses;
- (d) Identify and strengthen existing agency mechanisms to coordinate employment opportunities for displaced agency personnel;
- (e) Identify and strengthen existing agency mechanisms to improve reemployment opportunities for dislocated Defense industry personnel;

(f) Assure timely consultation and cooperation with Federal, State, regional, metropolitan, and community officials concerning Defense-related impacts on Defense-affected communities' problems;

(g) Assure coordinated interagency and intergovernmental adjustment assistance concerning Defense impact problems;

(h) Prepare, facilitate, and implement cost-effective strategies and action plans to coordinate interagency and intergovernmental economic adjustment efforts;

(i) Encourage effective Federal, State, regional, metropolitan, and community cooperation and concerted involvement of public interest groups and private sector organizations in Defense economic adjustment activities;

(j) Serve as a clearinghouse to exchange information among Federal, State, regional, metropolitan, and community officials involved in the resolution of community economic adjustment problems. Such information may include, for example, previous studies, technical information, and sources of public and private financing;

(k) Assist in the diversification of local economies to lessen dependence on Defense activities;

(l) Encourage and facilitate private sector interim use of lands and buildings to generate jobs as military activities diminish;

(m) Develop ways to streamline property disposal procedures to enable Defense-impacted communities to acquire base property to generate jobs as military activities diminish; and

(n) Encourage resolution of regulatory issues that impede encroachment prevention and local economic adjustment efforts.

Sec. 4. *Economic Adjustment Committee.*

(a) *Membership.* The Economic Adjustment Committee ("Committee") shall be composed of the following individuals or a designated principal deputy of these individuals, and such other individuals from the executive branch as the President may designate. Such individuals shall include the:

- (1) Secretary of Agriculture;
- (2) Attorney General;
- (3) Secretary of Commerce;

- (4) Secretary of Defense;
- (5) Secretary of Education;
- (6) Secretary of Energy;
- (7) Secretary of Health and Human Services;
- (8) Secretary of Homeland Security;
- (9) Secretary of Housing and Urban Development;
- (10) Secretary of Interior;
- (11) Secretary of Labor;
- (12) Secretary of State;
- (13) Secretary of Transportation;
- (14) Secretary of Treasury;
- (15) Secretary of Veterans Affairs;
- (16) Chairman, Council of Economic Advisers;
- (17) Director of the Office of Management and Budget;
- (18) Director of the Office of Personnel Management;
- (19) Administrator of the Environmental Protection Agency;
- (20) Administrator of General Services;
- (21) Administrator of the Small Business Administration and
- (22) Postmaster General.

(b) *Chairman.* The Secretary of Defense, or the Secretary's designee, shall chair the Committee.

(c) *Vice Chairman.* The Secretaries of Labor and Commerce shall serve as Vice Chairmen of the Committee. The Vice Chairmen shall co-chair the Committee in the absence of both the Chairman and the Chairman's designee and may also preside over meetings of designated representatives of the concerned executive agencies.

(d) *Executive Director.* The head of the Department of Defense's Office of Economic Adjustment shall provide all necessary policy and administrative support for the Committee and shall be responsible for coordinating the application of the Defense Economic Adjustment Program to Department of Defense activities.

(e) *Duties.* The Committee shall:

(1) Advise, assist, and support the Defense Economic Adjustment Programs;

(2) Develop procedures for ensuring that State, regional, and community officials, and representatives of organized labor in those States, municipalities, localities, or labor organizations that are substantially and seriously affected by changes in Defense expenditures, realignments or closures, or cancellation or curtailment of major Defense contracts, are notified of available Federal economic adjustment programs; and

(3) Report annually to the President and then to the Congress on the work of the Economic Adjustment Committee during the preceding fiscal year.

*Sec. 5. Responsibilities of Executive Agencies.*

(a) The head of each agency represented on the Committee shall designate an agency representative to:

(1) Serve as a liaison with the Secretary of Defense's economic adjustment staff;

(2) Coordinate agency support and participation in economic adjustment assistance projects; and

(3) Assist in resolving Defense-related impacts on Defense-affected communities.

(b) All executive agencies shall:

(1) Support, to the extent permitted by law, the economic adjustment assistance activities of the Secretary of Defense. Such support may include the use and application of personnel, technical expertise, legal authorities, and available financial resources. This support may be used, to the extent permitted by law, to provide a coordinated Federal response to the needs of individual States, regions, municipalities, and communities adversely affected by necessary Defense changes; and

(2) Afford priority consideration to requests from Defense-affected communities for Federal technical assistance, financial resources, excess or surplus property, or other requirements, that are part of a comprehensive plan used by the Committee.

*Sec. 6. Judicial Review.* This order shall not be interpreted to create any right or benefit, substantive or procedural, enforceable at law by a party against the United States, its agencies, its officers, its agents, or any person.

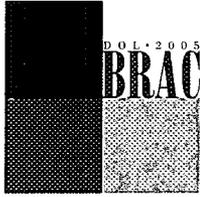
*Sec. 7. Construction.* (a) Nothing in this order shall be construed as subjecting any function vested by law in, or assigned pursuant to law to, any agency or head thereof to the authority of any other agency or officer or as abrogating or restricting any such function in any manner.

(b) This order shall be effective immediately and shall supersede Executive Order No 12788.

THE WHITE HOUSE,

As Amended /s/ George W. Bush

May 12, 2005



BASE REALIGNMENT AND CLOSURE  
*Supporting Communities, Workers  
and Businesses through Transition*



## **WORKFORCE INVESTMENT SYSTEM RESOURCES AVAILABLE TO COMMUNITY LEADERS**

**Workforce Investment Act (WIA) Formula Grants** – Under WIA, states are provided with a formula allotment of federal funds which they use to provide employment and training services to adults and dislocated workers. These dollars are in turn passed down by formula to local communities to fund employment and training services through One-Stop Career Centers. The One-Stop Career Centers provide a full array of services to help employers find the skilled labor they seek and help ensure job seekers get good jobs with good pay and career pathways. Transitioning workers (BRAC impacted workers, veterans, military spouses, and others) can access career guidance, information on local labor markets including available jobs, job search coaching, information on training availability, training and educational opportunities, and job placement services. These dollars also fund Rapid Response Teams that go onsite to assist workers by providing employment and training information, arranging for benefits (such as Unemployment Insurance), and registering individuals for more in-depth help and support.

**Workforce Investment Act (WIA) 15% Governor's Set Aside For Statewide Activities** - 15% of a state's WIA formula grant can be reserved by the Governor for special statewide activities. These extremely flexible dollars can be used in many ways and allow Governors to arrange for the provision of innovative training for incumbent workers.

**Workforce Investment Act (WIA) National Emergency BRAC Planning Grants** – The Secretary of Labor is making available from her discretionary funds grants to states for BRAC 2005. These grants will be available for planning to assist communities, workers and businesses affected by BRAC. A single application may cover more than one military installation as applicable to a state, or contiguous states that share the same facility. Applications will be due by June 10, 2005, and processed on a fast track by June 30, 2005.

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BASE REALIGNMENT AND CLOSURE  
*Supporting Communities, Workers  
and Businesses through Transition*



**[www.BRAC-Coach.org](http://www.BRAC-Coach.org)**

The *BRAC Coach* is a new electronic tool developed by the U.S. Department of Labor for workers, businesses, and employment and training service providers impacted by the recent Base Realignment and Closure recommendations.

### **FOR WORKERS**

The *BRAC Coach* directs you to tools, information and resources about:

- Jobs
- Education and training resources
- Managing finances
- Insurance and pension coverage options
- Unemployment insurance and other income support benefits

### **FOR BUSINESSES**

The *BRAC Coach* will direct you to tools, information and resources to help you:

- If you have contracts with a closing military base
- If you may lose revenue or workers because of a base closing
- If you would like to hire workers looking for jobs due to a base realignment

### **FOR STATE AND LOCAL EMPLOYMENT AND TRAINING PROVIDERS**

The *BRAC Coach* will help you:

- Assist spouses that will be relocating with their military member
- Quickly find new program guidance and products on BRAC as they are issued
- Identify transferable skills that cross-match military and industry jobs
- Assist workers in understanding what occupations are in demand

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## **Coordinated Federal Resources for BRAC Communities under the President's Economic Adjustment Committee and Defense Economic Adjustment Program**

The following presents some of the Federal resources available to assist communities in alleviating the socioeconomic effects that may result from military base closures and realignments. Under Executive Order 12788, as amended, assistance for BRAC-impacted communities is coordinated across the Federal Government through the President's Economic Adjustment Committee (EAC). The Department of Defense's Office of Economic Adjustment (OEA) staffs the EAC and its Director is the EAC's Executive Director. Communities are encouraged to familiarize themselves with the following resources, including accessing program information through the provided internet links. OEA staff is available at (703) 604-6020 to address any questions you may have concerning the EAC, Federal assistance available to affected communities, or specific local needs that may exist. This listing will continually be updated and available at [www.oea.gov](http://www.oea.gov).

### **Department of Defense**

➤ **The Office of Economic Adjustment (OEA) ([www.oea.gov](http://www.oea.gov))**

OEA is the Department of Defense's primary source for assisting communities that are adversely impacted by Defense program changes, including base closures or realignments, base expansions, and contract or program cancellations. To assist affected communities, OEA manages and directs the Defense Economic Adjustment Program, and coordinates the involvement of other Federal Agencies.

Economic adjustment assistance provides a community-based context for assessing economic hardships caused by DoD program changes by identifying and evaluating alternative courses of action, identifying resource requirements, and assisting in the preparation of an adjustment strategy or action plan to help communities help themselves.

OEA staff has a range of experience in economic and community development, land use planning, real estate redevelopment, Federal real property programs, military programs, and worker adjustment. Project managers also bring a working knowledge of other Federal agencies and their respective programs to help communities put together an adjustment program combining Federal, State, local and private resources.

Communities that are on the Secretary of Defense's BRAC 05 recommendations and desire additional resource information can visit <http://www.oea.gov/oeaweb.nsf/BRAC?readform> or call OEA at (703)-604-6020.

➤ **Civilian Personnel Management Services (CPMS)**

<http://www.cpms.osd.mil>

CPMS supports the Under Secretary of Defense (Personnel and Readiness) in planning and formulating civilian personnel programs, providing policy support, functional information management and Department-wide human resources advisory services for the Military Departments and Defense agencies. Through CPMS, DoD administers the Civilian Assistance and Re-Employment (CARE) Program, which oversees the management of draw-downs and transition assistance programs and tools. The CARE Program consists of job placement programs such as the DoD Priority Placement Program (PPP), separation incentives such as Voluntary Separation Incentive Pay, and other benefits and services for civilian employees in career transition. CARE also provides direct program assistance to DoD activities affected by downsizing or reorganization.

CPMS also hosts a BRAC transition assistance website (<http://www.cpms.osd.mil/bractransition>) designed to provide employees, managers, supervisors, and human resources specialists the latest information on BRAC, and the variety of transition assistance programs offered by the Department and other Federal agencies. In addition, the website answers questions concerning BRAC and transition programs, and links to websites that will help users learn more about BRAC, transition assistance, and employment opportunities.

DoD uses a variety of tools to reduce staff while avoiding involuntary separations and meeting mission requirements, including:

**Job Placement**

○ ***Priority Placement Program (PPP)***

The Priority Placement Program is the Department's principal mechanism for retaining employees who are adversely affected by reduction in force, transfer of function, base realignment and closure, and other downsizing and restructuring actions. Through its Automated Stopper and Referral System (ASARS), the skills of displaced employees are matched with vacant positions at DoD activities in the employees' selected geographic area of availability. If the new job involves a move to another location, the costs of moving the employee and his/her household are borne by the government in accordance with the Joint Travel Regulations. If the new job is at a lower grade level, the employee's grade or pay is saved to the maximum extent permitted by law.

○ ***Re-Employment Priority List (RPL)***

The RPL provides priority reemployment consideration for current and former DoD career and career-conditional competitive service employees, who are separated by reduction in force (RIF) or have received a RIF separation notice or Certificate of Expected Separation (CES). The RPL is also available to employees who are separated (or who accept a lower graded position instead of separation) due to compensable injury or disability and who fully recover more than one year from the date compensation is payable as described in 5 CFR Parts 330 and 353.

## Separation Programs

- ***Voluntary Separation Incentive Pay (VSIP)***

VSIP allows activities to offer incentive payments, or “buyouts,” of up to \$25,000 to encourage DoD employees to resign or retire. Buyouts are targeted to employees in specific grades, series, or locations, and are used to restructure the workforce or to help avoid RIF and minimize involuntary separations. Generally, activities must offer buyouts to their employees at least 30 days prior to the issuance of RIF notices. Buyouts are also referred to as “incentives,” or “separation pay.”

- ***Voluntary Early Retirement Authority (VERA)***

VERA is a management tool used to mitigate the affects of substantial delayering, RIF, reorganization, or transfer of function. Using the VERA, which is also referred to as “early retirement” or “early out,” DoD activities may downsize or restructure the workforce by allowing employees to retire under reduced age and service requirements (age 50 with 20 years of service, or any age with 25 years of service). Under CSRS, the retirement annuity is reduced by 2 percent per year for each year the employee is under age 55. There is no reduction to a FERS annuity. VERA may be targeted to a specific segment of the workforce based on occupational series or grade; skills, knowledge, or other factors related to a position; organizational, geographical, non-personal and objective factors; or a combination of these factors. The Secretary of Defense redelegated the authority to use VERA to the Heads of the DoD Components for positions up to the GS-15 level (and equivalent) and authorizes further delegation to the lowest practicable level, but not lower than the local installation commander or activity head.

- **Homeowner Assistance Program (HAP)**

The Department of Defense Homeowner's Assistance Program provides assistance to eligible federal personnel (military and civilian), who are stationed at or near an installation scheduled for closure or realignment and who, through no fault of their own, are unable to sell their homes under reasonable terms and conditions. The program provides assistance to eligible applicants in three ways: the Government may purchase the applicant's home by paying off the balance of any mortgage existing at the time of the closure or realignment announcement, or for 75% of the fair market value prior to the announcement, whichever is higher; applicants who are able to sell their homes may be reimbursed for part of their losses or, in some cases, paid at the time of closing; and, applicants who defaulted on their mortgage through foreclosure may receive financial assistance. The U.S. Army Corps of Engineers is the executive agent with overall responsibility for administering the program. Information concerning HAP is available at

<http://www.sas.usace.army.mil/hapinv/hapinfo.htm>

## Department of Labor

### ➤ New Resources for States and Communities

- ***Workforce Investment Act (WIA) National Emergency BRAC Planning Grants -***  
The Secretary of Labor is issuing guidance to States regarding the availability of National Emergency Grant (NEG) funds to begin planning for layoffs that will occur as a result of BRAC 05. Priority will be given to States that are likely to face the largest impact. The first round of funds will be issued to impacted States by June 30, 2005.
- ***Coordination Between Rapid Response Officials and DOD Human Resource Officers***  
The U.S. Department of Labor has advised State Rapid-Response coordinators (individuals who coordinate the State-level response to mass-layoffs) of the opportunity to participate in DoD's 2005 Worldwide Human Resources Conference in Southbridge, MA July 18-21. This conference will help State Rapid-Response coordinators and DoD Human Resource officers from across the country make connections and coordinate strategies.

### ➤ Resources for Workers and Businesses

- ***BRAC-Coach Web-Site***  
[www.Brac-Coach.org](http://www.Brac-Coach.org)  
To further aid communities impacted by BRAC actions, DOL has created this online tool to assist workers, businesses, and workforce professionals who may be affected by a local base realignment or closure.
- ***Toll-Free Hotline***  
1-877-US2-JOBS  
Operators will have BRAC-specific talking points to refer callers to local programs, including One-Stop Career Centers for assistance.
- ***One-Stop Career Center One Stop Services***  
[www.servicelocator.org](http://www.servicelocator.org); 1-877-US2-JOBS  
One-Stop Career Centers are the focal point of the workforce investment system, supporting the employment needs of job seekers and the human resource needs of businesses. Transitioning workers (BRAC impacted workers, veterans, military spouses, and others) can access career guidance, information on available jobs, job search assistance, information on training availability, training and educational opportunities, and job placement services. Laid-off workers may also access temporary income support and more intensive services to assist with child-care and transportation needs.

## Housing & Urban Development

### ➤ Community Development Block Grants (CDBG)

<http://www.hud.gov/offices/cpd/communitydevelopment/programs/index.cfm>.

Begun in 1974, the Community Development Block Grant (CDBG) is one of the oldest programs in HUD. This program provides Federal funds for community and economic development projects. The program supports job creation and retention efforts, local government efforts to provide affordable infrastructure systems and community efforts to improve the quality of life for low- to moderate-income citizens. The CDBG program provides annual grants on a formula basis (hence the term entitlement communities) based on the population of the community.

➤ **Small Cities Block Grant (SCBG)**

<http://www.hud.gov/offices/cpd/communitydevelopment/programs/index.cfm>

The Small Cities Block Grant program (SCBG) provides Federal funds for community and economic development projects to cities not in the CDBG "entitlement" program. The program supports job creation and retention efforts, local government efforts to provide affordable infrastructure systems and community efforts to improve the quality of life for low- to moderate-income citizens. These funds are first provided to States, which in turn make them available to smaller communities.

➤ **Homeless Assistance (Technical & Financial)**

<http://www.hud.gov/offices/cpd/homeless/library/milbase/index.cfm>

For over three decades the Department of Defense has been closing or consolidating domestic military installations to reduce overhead. Communities where these bases were located are charged with the responsibility of finding alternative uses for them once they have been closed.

In 1987, Congress passed the McKinney Homeless Assistance Act, which made serving the homeless the first priority for use of all surplus Federal properties, including military facilities. In 1994 the Base Closure Community Redevelopment and Homeless Assistance Act (the Redevelopment Act) was passed, superseding the McKinney Act for most base closure buildings and properties.

The Act itself was the end result of recommendations made by HUD, the Department of Defense, Veterans Affairs, the General Services Administration, and the Department of Health and Human Services. The Redevelopment Act accommodates the impacted communities' multiple interests in base reuse as well as to meet national priorities for homeless assistance. To help communities gain a greater understanding of the provisions of the Act, and to assist them in implementing the law in a fair and consistent manner, HUD published the Guidebook on Military Base Reuse and Homeless Assistance.

The Guidebook includes an overview of the base redevelopment process, reviews consolidated and redevelopment plans, offers model base reuse plans, and provides guidance for communities seeking additional sources of assistance with HUD Homeless Assistance Programs. For further information, please contact Linda Charest, Coordinator of HUD's Base Redevelopment Team, by phone at (202) 708-1234, ext. 2595 or by e-mail.

The Guidebook is also available on HUD's Web site in two electronic versions. One is an interactive version that can be read online. The other is an Adobe .PDF document and can be downloaded directly to your computer. Please note that in order to view the .PDF version a downloadable viewer must be installed on your computer.

➤ **Self Help Homeownership Opportunity Program (SHOP)**

<http://www.hud.gov/offices/cpd/affordablehousing/programs/shop/index.cfm>

SHOP provides funds for eligible non-profit organizations to purchase home sites and develop or improve the infrastructure needed to set the stage for sweat equity and volunteer-based homeownership programs for low-income persons and families. SHOP is authorized by the Housing Opportunity Program Extension Act of 1996, Section 11, and is subject to other Federal crosscutting requirements.

➤ **Native American Assistance**

<http://www.hud.gov/groups/nativeamericans.cfm>

HUD offers a range of programs, assistance, and loan programs specifically for Native American tribes, organizations, and sometimes individuals. See website for details.

## **Department of Commerce**

➤ **Economic Development Programs**

<http://www.eda.gov/AboutEDA/Programs.xml>

The Economic Development Administration (EDA) has provided grants that have leveraged private sector and local public sector dollars for targeted investments to alleviate the sudden economic dislocation caused by base closures. Total EDA grants from additional appropriations made for bases closed in 1988, 1991, 1993 and 1995 exceeded \$640 million. Additionally, EDA received approximately \$274 million from the Department of Defense and \$8 million from the Department of Energy in appropriations for specially targeted defense adjustment projects. These grants provided substantial funds for a range of services including: infrastructure development, technology initiatives, revolving loan funds and other economic development strategies. EDA's Economic Adjustment Program predominantly supported three types of grant activities: strategic planning, project implementation, and Revolving Loan Funds (RLF's). Implementation grants supported one or more activities identified in an EDA approved Comprehensive Economic Development Strategy (CEDS).

- Communities economically impacted by major base closures or realignments may be eligible for funding under EDA's Planning, Technical Assistance and Public Works programs.

## **Department of Transportation**

➤ **Airport Improvement Program (AIP)**

<http://www.faa.gov/arp/financial/aip/overview.cfm?ARPnav=aip>

The AIP provides grants to public agencies for the planning and development of public use airports that are in the National Plan for Integrated Airports System (NPIAS). The Federal share of eligible costs for large and medium primary hub airports is 75%, with the exception of the noise program which is 80%. For remaining airports (small hub, non-hub, primary relievers, and general aviation airports) the participation is 90%. The AIP was funded at about \$3.4 billion in FY 2003 from the Aviation Trust Fund.

➤ **Military Airport Program (MAP)**

<http://www.faa.gov/arp/planning/map/index.cfm?nav=map>

The MAP was established in Federal law (49USC 47118) to place special emphasis on the development of appropriate former military (closed under BRAC) and existing joint use military airports. This is a set-aside in the Aviation Trust Fund, representing \$35 million in FY 2005, or about 4% (49USC47117) of the discretionary part of the full AIP appropriation. Competition for the limited number of slots in this program is keen because regulations allow funding of certain capital improvements that are not allowed under the main AIP. MAP grants can be used for projects not generally funded by the AIP, such as: surface parking lots, fuel farms, hangars, terminals, utility systems (on and off the airport), access roads and cargo buildings

## Department of Agriculture

### ➤ **Rural Development Programs**

<http://www.rurdev.usda.gov/>

USDA's Rural Development programs provide loans, loan guarantees, and grants. Rural Development achieves its mission by helping rural individuals, communities and businesses obtain the financial and technical assistance needed to address their diverse and unique needs. Rural Development works to make sure that rural citizens can participate fully in the global economy.

## Department of Interior

### ➤ **Parks and Preservation Program**

The Native American Graves Protection and Repatriation Act (<http://www.cr.nps.gov/nagpra/grants/>)  
Maritime (<http://www.cr.nps.gov/maritime/grants.htm>)

Save America's Treasures (<http://www.cr.nps.gov/hps/treasures/> )

### ➤ **Historic Preservation Tax Credits**

<http://www.cr.nps.gov/hps/tps/tax/incentives/index.htm>

*Incentives* offers a guide to the Federal historical preservation tax credit program for income-producing properties regarding the process to receiving historic designation and obtaining financial assistance. Other grant programs can be found on this site: <http://www.cr.nps.gov/hps/grants.htm>

## Health & Human Services

- The Department of Health and Human Services administers public benefit transfer programs which enable communities and other eligible applicants to acquire former military property, infrastructure and improvements at a discount or at no cost.

- **Health Sponsored Conveyance Programs**

- [http://propertydisposal.gsa.gov/Property/library/law/law\\_main1.asp](http://propertydisposal.gsa.gov/Property/library/law/law_main1.asp)

- **Water & Sewer System Conveyance Programs**

- <http://www.epa.gov/owm/mab/smcomm/eparev.htm>

## Office of Personnel Management

### ➤ **Interagency Career Transition Assistance Plan (ICTAP)**

<http://www.opm.gov/ctap/>

The reemployment priority list (RPL) is the mechanism agencies use to give reemployment consideration to their former competitive service employees separated by reduction in force (RIF) or fully recovered from a compensable injury after more than 1 year.

## **Small Business Administration**

### ➤ **Small Business Loans**

<http://www.sba.gov/financing/>

SBA offers numerous financing programs to assist small businesses. SBA has been assisting businesses with their financing needs since 1953.

### ➤ **Office of Entrepreneurial Development Programs**

#### ○ **Small Business Development Centers**

<http://www.sba.gov/sbdc/>

SBDCs offer one-stop assistance to individuals and small businesses by providing a wide variety of information and guidance in central and easily accessible branch locations. The program is a cooperative effort of the private sector, the educational community and Federal, State and local governments.

#### ○ **Small Business Training Network**

<http://www.sba.gov/training/>

The Small Business Training Network, sponsored by the Office of Entrepreneurial Development, is a virtual campus housing free training courses, workshops and knowledge resources designed to assist entrepreneurs and other students of enterprise.

#### ○ **Business & Community Initiatives**

<http://www.sba.gov/bi/>

The Office engages in co-sponsorships with private sector partners who are designed to provide small business owners with information, education and training that is cost-effective, of high quality and reflective of trends in small business development. As a result of these co-sponsorships, small businesses receive a broad variety of education and training opportunities, written materials, and other forms of assistance that are provided free of charge or at extremely low cost.

#### ○ **Women's Business Ownership**

<http://www.sba.gov/ed/wbo/index.html>

SBA's Office of Women's Business Ownership (OWBO) is leading the way. OWBO promotes the growth of women-owned businesses through programs that address business training and technical assistance, and provide access to credit and capital, Federal contracts, and international trade opportunities.

### ➤ **Historically Underutilized Business Zone Programs (HUBZones)**

<https://eweb1.sba.gov/hubzone/internet/>

The HUBZone Empowerment Contracting Program stimulates economic development and creates jobs in urban and rural communities by providing Federal contracting preferences to small businesses. These preferences go to small businesses that obtain HUBZone (Historically Underutilized Business Zone) certification in part by employing staff who live in a HUBZone.

## **Department of Education**

### ➤ **Impact Aid Program**

<http://www.ed.gov/about/offices/list/oese/impactaid/index.html>

The mission of the Impact Aid Program is to disburse Impact Aid payments to local educational agencies that are financially burdened by Federal activities and to provide technical assistance and support services to staff and other interested parties.

### ➤ **Educational Conveyance**

The Secretary of Education has the legislative authority to sell and convey Federal real property to States, their political subdivisions, colleges, universities, public and private non-profit school systems and other education organizations at public benefit allowance discounts up to 100% off the current fair market value of the available property.

## **Department of Treasury**

### ➤ **New Markets Tax Credits (NMTC)**

<http://www.cdfifund.gov/programs/programs.asp?programID=5>

The NMTC Program attracts private-sector capital investment into the nation's urban and rural low-income areas to help finance community development projects, stimulate economic growth and create jobs. The NMTC program, established by Congress in December of 2000, permits individual and corporate taxpayers to receive a credit against Federal income taxes for making qualified equity investments in investment vehicles known as Community Development Entities (CDEs). Substantially all of the investor dollars must in turn be used by the CDE to provide investments in low-income communities. NMTCs are allocated annually by the Fund to CDEs under a competitive application process. Throughout the life of the NMTC Program, the Fund is authorized to allocate to CDEs the authority to issue to their investors up to the aggregate amount of \$15 billion in equity as to which NMTCs can be claimed.

## **Department of Homeland Security**

### ➤ **First Responder Assistance Programs**

[http://www.dhs.gov/dhspublic/interapp/editorial/editorial\\_0355.xml](http://www.dhs.gov/dhspublic/interapp/editorial/editorial_0355.xml)

The objective is to enhance the capacity of State and local first responders in response to a "weapons of mass destruction" (WMD) incident involving chemical, biological, radiological, nuclear, and explosive devices. Funds will be used to provide support for planning and conducting exercises at the National, State, and local levels.

## **Department of Veteran Affairs**

### ➤ **Various Programs Available**

<http://www.va.gov>

The Department of Veterans Affairs administers a wide range of programs to assist veterans. These programs provide critical resources that veterans may access when services provided at military bases (particularly medical care) are no longer available as a result of base realignment or closure.

## **Environmental Protection Agency**

➤ **Technical Outreach Services for Communities (TOSC)**

<http://www.toscprogram.org>

The Technical Outreach Services for Communities (TOSC) program helps citizens better understand the hazardous contamination issues in or near their communities by providing free, independent, non-advocate, technical assistance about contaminated sites. TOSC taps into the technical expertise of the university environmental researchers that will best meet community's needs.

➤ **Technical Outreach Services for Native American Communities (TOSNAC)**

<http://bridge.ecn.purdue.edu/~tosnac/>

The Technical Outreach Services for Native American Communities (TOSNAC) program provides technical assistance to Native Americans dealing with hazardous substance issues. It provides first contact, needs assessment, initial support, and long-term technical support arrangements by regional TOSC programs and other resources, as necessary.

➤ **Technical Assistance Grants (TAG)**

<http://www.epa.gov/superfund/tools/tag/>

BRAC installations that are on the EPA's National Priorities List (NPL), or proposed to be listed, may be eligible for Technical Assistance Grants (TAGs). An initial grant up to \$50,000 is available to qualified community groups so they can contract with independent technical advisors to interpret and help the community understand technical information about their site.

➤ **Regional Public Liaison (Regional Ombudsman)**

<http://www.epa.gov/superfund/programs/reforms/reforms/3-19.htm#res>

The Regional Public Liaison serves an ombudsman function for Superfund cleanups. The Regional Public Liaison is responsible for resolving concerns and for providing guidance to regional personnel and to stakeholders, including the community. Communities with concerns about Superfund BRAC site cleanup activities may contact the established Regional Public Liaison if the community feels their concerns are not adequately addressed through normal channels. The Regional Public Liaison serves as a direct point of contact for the public on Superfund concerns; he/she has the ability to look independently into problems and facilitate the communication that can lead to a solution.