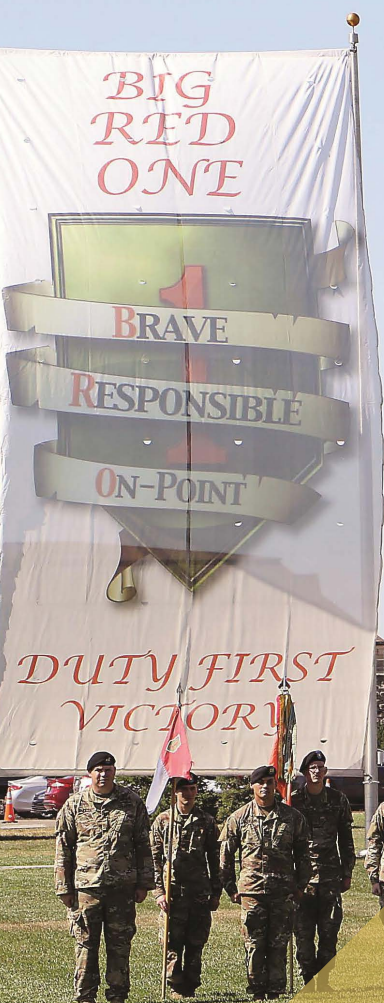


COMMUNITY PARTNERSHIP BLUEPRINT SUMMARY AND STRATEGY

FORT RILEY



Army Community Partnership
September 2017

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Garrison Commander's Summary

The kick-off meeting, held on 26 April 2017, was attended by the Commander and representatives from each directorate. The subsequent meetings for Fort Riley personnel and their community counterparts—Needs and Capacities (NCC), Focus Group Workshop (FGW), and Agreements Development Workshop (ADW)—occurred on 22 May 2017, 29 June 2017, and 28 July 2017, respectively. During the four-meeting process, the workgroups developed twenty-four (24) partnership initiatives. Below is a list of the twelve (12) drafted partnership agreements developed by the end of the final meeting.

Partnership	Agreement Type	Benefits	Status
Intellectual Capital Agreement	Intergovernmental Support Agreement (IGSA)	Provides intellectual capital services from Kansas State University (K-State) to support multiple staff elements across the garrison. The services will include conducting studies, surveys, research and analysis in support of installation services.	Draft
Internship Agreements with Local Universities	Memorandum of Understanding (MOU)	Establishes a formal process to replace an informal one for acquiring and managing interns with K-State. This partnership will be a model for use with other education institutions in the area and increase the pool of potential interns to meet the needs of the Fort Riley community/staffs.	Draft
Soldier Certification Program	Memorandum of Agreement (MOA)	Provides Soldiers and civilian employees opportunities to broaden their skill sets and improve employment opportunities with the goal of retaining Soldiers to stay in the area.	Draft
Civilian Certification Program	MOA	Provides the opportunity for community members to gain skills and certifications	Draft
Fort Riley Joint Recycling	MOU	Promotes Fort Riley and regional partners to establish a regional single-stream recycling program on Fort Riley.	Draft
Aquatics Planning with Junction City and City of Manhattan	MOU	Increases the pool of lifeguards in the region, and thus their availability. Provides for the establishment of a regional, joint training program for lifeguards on Fort Riley.	Draft

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Partnership	Agreement Type	Benefits	Status
Deployment Benefits/Soldier Family Participation in Community Recreational Activities	MOU	Provides the opportunity to integrate deployed Soldiers' families into the community, while also increasing the number of people eligible to play on sports teams for the installation and the community.	Draft
Increase Partners Involved in Blue Star Program	MOU	Provides support to the families of deployed Soldiers, through the provision of resources, services, and opportunities by local organizations. This ensures families remain in the region during deployment, aiding the community and economy.	Draft
Formalizing a Communicable Disease Database	MOA	Formalizes a process to determine which clinic accepts patients once they are entered into the EpiTrax system. The primary focus of the agreement pertains to military dependents who could receive care on post or in the community.	Draft
Healthy Homes Initiative	MOU	Provides healthy living education: healthy home environment, safe food handling, food-borne illness and sanitation, pest control, indoor air-quality hygiene, causes and prevention of child injuries. The agreement will extend the program to the community, which will expand healthy living education to Soldiers living off-base.	Draft
Bulk Purchasing of Salt with City of Manhattan	IGSA	Establishes a joint bulk purchase program for road salt between the garrison and the City of Manhattan. The garrison will enjoy a cost savings for the purchase of salt.	Draft
Traffic Signal Maintenance	IGSA	Provides the garrison with traffic light management and maintenance at a lower cost, while improving reliability.	Draft

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Introduction

Purpose

The purpose of the Army Community Partnership program is to leverage Public–Public Partnership authorities by using a four-step process to identify and develop mutually beneficial partnerships. Installation and community needs and capacities are uncovered to reveal efficiencies, increase cost savings, and build stronger relationships with local government entities, nongovernmental organizations, and individuals.

For more information on DOD and Army partnership legislation and regulations, refer to Appendix A.

Objectives

1. Maximize available resources through savings or cost avoidance.
2. Maintain or improve services for Soldiers and families.
3. Strengthen relationships between installations and communities.
4. Create efficiencies.

Stakeholders

The Army Community Partnership process, as shown in Appendix B, requires the participation of a diverse group of both installation and community stakeholders. A list of stakeholders is identified for each installation, beginning with individuals derived from the list below. A detailed list of stakeholders who were invited to participate and/or participated in the program at Fort Riley can be found in Appendix C.

Installation Stakeholders

- Garrison Commander (and/or Deputy Garrison Commander)
- Directorate of Plans, Training, Mobilization, and Security (DPTMS) Director or Deputy
- Directorate of Public Works (DPW) Director or Deputy
- Directorate of Human Resources (DHR) Director or Deputy
- Directorate of Family, Morale, Welfare and Recreation (MWR) Director or Deputy
- Public Affairs Office (PAO) Representative
- Staff Judge Advocate (SJA)
- Logistic Readiness Center Director
- Security, Fire, and EMS
- Medical Unit Commander or Operations Officer
- Plans, Analysis, and Integration Office (PAIO)
- Resource Management Office Director

Community Stakeholders

- Education/Universities/Technical Colleges
- Environmental Services and Nonprofits
- Planning
- Public Works
- Recreation
- Fire Departments
- Emergency Management Services (EMS)
- Local Police Departments
- Local Hospitals, Mental Health and Public Health Departments
- Utilities
- Strategic Plans Representative

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Partnership Initiatives

The partnership initiatives detailed below resulted from the collaboration that occurred within each workgroup. Workgroups are generally formed into the following divisions: Emergency Management Services (EMS); Human Resources; Public Works; Family, Morale, Welfare, and Recreation (FMWR); and Environmental. Although these workgroups apply to many garrisons, the ACP program leaders encourage workgroups to form based upon the unique needs and capacities presented by the garrison and community members.

Each workgroup analyzed the list of needs and capacities generated by workshop participants to determine those initiatives to explore to assist with maximizing resources, reducing costs, and alleviating responsibility or performance gaps on base and in the communities. The initiatives are developed into partnerships through close communication and collaboration among workgroup members. The workgroups determine how the partnerships will function, and what personnel, resources, and capabilities will be required. Workgroup members are vital to the success of the partnership program. Beyond the four formal meetings, workgroups met independently to provide the increased input, analysis, and manpower needed to develop the community-based partnerships.

Fort Riley Workgroups

Workgroup	Members	Partnership Initiatives
Education	<ul style="list-style-type: none">• Fort Riley• City of Manhattan• Junction City• Kansas State University• Unified School District 475• Barton Community College• Manhattan Area Technical College• Chamber of Commerce	<ul style="list-style-type: none">• Internship Agreements with Local Universities• Intellectual Capital Agreement• Soldier Certification Program• Civilian Certification Program• Increase Awareness of Existing Technical/Certification Programs
Emergency Management Services	<ul style="list-style-type: none">• Fort Riley• City of Manhattan• Junction City• Riley County• Geary County	<ul style="list-style-type: none">• Joint Maintenance of Fire Trucks (2)• Unified Dispatch System• Automatic Aid Agreements• Joint Arson Investigation Training• Joint Equipment Maintenance (hoses, ladders, etc.).
Environmental	<ul style="list-style-type: none">• Fort Riley• City of Manhattan• Riley County• Junction City• Kansas State University	<ul style="list-style-type: none">• Fort Riley Joint Recycling

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Workgroup	Members	Partnership Initiatives
Family, Morale, Welfare, and Recreation	<ul style="list-style-type: none"> • Fort Riley FMWR and PAO • Manhattan Parks and Recreation • Junction City Parks and Recreation • Kansas State University • Riley County Parks and Rec • Local Libraries 	<ul style="list-style-type: none"> • Aquatics Planning • Soldier Family Participation in Community Recreational Activities • Agreement to Increase Partners Involved in Blue Start Program • Library Services
Medical	<ul style="list-style-type: none"> • Warrior Transition Battalion • Fort Riley Department of Public Health • Geary Community Hospital • Irwin Army Community Hospital • City of Manhattan • Pawnee Mental Health Services • Konza Clinic • Riley County Health Department • Geary County Health Department 	<ul style="list-style-type: none"> • Formalizing a Communicable Disease Database • Healthy Home Initiative • Improved Mental Health Training & Clinical Currency • Increasing Nursing Pool • Medical Drug Take Back Program
Public Works	<ul style="list-style-type: none"> • Fort Riley DPW • City of Manhattan DPW • Geary County DPW • Junction City DPW • Riley County DPW • Flint Hills MPO 	<ul style="list-style-type: none"> • IGSA for Bulk Purchasing of Salt • IGSA for Traffic Signal Maintenance • Aerial Imagery

Partnership Agreements in Progress

EDUCATION: IGSA FOR INTELLECTUAL CAPITAL

Partners	<ul style="list-style-type: none"> • Fort Riley • Kansas State University
Details	<ul style="list-style-type: none"> • Fort Riley is seeking an IGSA with Kansas State University (K-State) for the university's intellectual capital services to conduct engineering, environmental, and facilities studies, surveys, research, and analysis required for installation support services. • Since 2011, decreases in funding have forced a decline in Fort Riley's ability to conduct studies, surveys, research, and analysis required for installation support services. Kansas State University has the capacity and intellectual capital (qualified personnel) to provide these services on an as-need basis.
Potential Benefits	<p>Installation:</p> <ul style="list-style-type: none"> • This IGSA will enhance mission sustainment by protecting mission assets, creating efficiencies, and reducing costs for study type services.
	<p>Community:</p> <ul style="list-style-type: none"> • This IGSA provides opportunities for K-State personnel to gain practical work experience and to receive education credit.
Roadblocks	<p>Installation:</p> <ul style="list-style-type: none"> • N/A
	<p>Community:</p> <ul style="list-style-type: none"> • N/A
Status	Draft

Initiative Tracker Timeline

August 2017

Develop the IGSA Proposal Packet

- Conduct research and analysis for the IGSA Cost Benefit Analysis and distribute the final draft for internal review.
- Draft the IGSA Concept Narrative and Garrison Commander (GC) Memo and distribute for internal review.
- Submit final IGSA proposal packet for GC signature.

September 2017

Submit the Final IGSA Proposal Packet to Headquarters (HQ), IMCOM for Review and Approval

- Once the IGSA proposal packet has been reviewed and approved by the Fort Riley Garrison Commander, submit to HQ, IMCOM IGSA Program Manager for headquarters staff review and HQ, IMCOM Commanding General approval.

October 2017

Draft the Overarching IGSA with K-State

- Once the IGSA has been approved and signed by all parties, submit a final copy to HQ, IMCOM for their records.

November 2017

Execute the IGSA with K-State

- Identify and prioritize the projects that would be aligned with the IGSA.
- Execute projects on an as-need basis.

EDUCATION: INTERNSHIP AGREEMENTS WITH LOCAL UNIVERSITIES

Partners	<ul style="list-style-type: none"> • Fort Riley • Kansas State University • Manhattan Area Technical College • Cloud Community College
Details	<ul style="list-style-type: none"> • Local academic institutions require students to have undertaken an internship prior to graduation. Fort Riley is able to provide opportunities for interns to gain meaningful work experience, while also contributing to mission operations/support. An MOU with Kansas State is under development to serve as an initial overarching pilot agreement for the internship program. Future internship opportunities will include Fort Riley Consortium Colleges and Manhattan Area Technical College. Marketing the program will be a combined effort by the colleges, and Fort Riley. Registering interested students will be the responsibility of the colleges.
Potential Benefits	<p>Installation:</p> <ul style="list-style-type: none"> • Formalizes the intern process thereby streamlining the internship acquisition process and providing a larger and more diverse pool of applicants to meet greater garrison staff needs. • Provides entry level capabilities, at minimum costs and provides opportunities to screen potential new employees.
	<p>Community:</p> <ul style="list-style-type: none"> • Provides greater access and diversity to available internships. • Provides students with greater hands-on experience in their field.
Roadblocks	<p>Installation:</p> <ul style="list-style-type: none"> • N/A
	<p>Community:</p> <ul style="list-style-type: none"> • N/A
Status	Draft

Initiative Tracker Timeline

October 2017

Develop a Draft Memorandum of Understanding (MOU)

- Develop a draft MOU between Kansas State University and Fort Riley Garrison for internship opportunities.
- Send to Kansas State and Fort Riley interested garrison staffs for final review.

November 2017

Fort Riley and University Legal Review

- Submit the revised final MOU to Kansas State and Fort Riley for legal review and concurrence.

December 2017

Sign the MOU with Kansas State University

- Sign the MOU with Kansas State University.
- Determine and recruit initial Internship offerings in coordination with Kansas State for the Winter semester.

January 2018

New interns begin their internship program

EDUCATION: SOLDIER CERTIFICATION PROGRAM

Partners	<ul style="list-style-type: none"> • Fort Riley • Flint Hills Regional Council • Manhattan Area Technical College • Barton Community College
Details	<ul style="list-style-type: none"> • Regional academic and technical institutions will develop a memorandum of agreement (MOA) to develop and provide customized training and courses for Soldiers that award skill or completion certifications. Certification requirements will be developed in coordination with Fort Riley, and local Chambers of Commerce and businesses. Fort Riley will communicate to its military and civilian populations the availability and types of certification offerings.
Potential Benefits	<p>Installation:</p> <ul style="list-style-type: none"> • Provides Soldiers and civilian employees opportunities to broaden their skill sets and improve employment opportunities. Military members who are transitioning to civilian life and others who are looking for better career opportunities will benefit from this program. • Provides opportunity for Soldiers retiring from Fort Riley to seek employment and remain living in the area.
	<p>Community:</p> <ul style="list-style-type: none"> • Provides potential for transitioning Soldiers to stay in the region, gain skilled employment, and contribute to the local economy.
Roadblocks	<p>Installation:</p> <ul style="list-style-type: none"> • N/A
	<p>Community:</p> <ul style="list-style-type: none"> • N/A
Status	Draft

Initiative Tracker Timeline

August 2017

Informational Education Fair

- An Informational Education Fair was conducted 03 August 2017 at Fort Riley, with multiple schools included. Education institutions were conducting surveys and needs assessments to help determine Soldier and civilian training and certification needs and interests.

Sept/Oct 2017

Certification Program Focus Analysis

- Analysis of Education Fair surveys, college data, and Chamber of Commerce insights.
- Draft a certification program outline on those areas where Soldier interest, labor market needs, and certification training resources exist.

Nov/Dec 2017

Draft Agreement

- Draft the MOA for certification programs.

January 2018

Legal Review

- Submit the MOA to SJA for review.
- Submit MOA to MATC, BCC, and FHRC for legal review

February 2018

Sign the MOA and Implement Certification Programs

EDUCATION: CIVILIAN CERTIFICATION PROGRAM

Partners	<ul style="list-style-type: none"> • Fort Riley • Geary County Unified School District (USD) 475 • Kansas State University (K-State) • Manhattan Area Technical College (MATC) • Barton Community College (BCC)
Details	<ul style="list-style-type: none"> • Regional academic institutions provide customized training courses for Soldiers, family members, DOD cardholders, veterans, retirees, and community members to obtain relevant training and certifications. In coordination with USD 475, K-State, MATC and BCC, this partnership will provide the opportunity to communicate the current types of certification and training courses available. Additionally, this initiative may potentially identify new needs.
Potential Benefits	<p>Installation:</p> <ul style="list-style-type: none"> • Improves quality of life and morale as Soldiers, family members, DOD cardholders, veterans, retirees, and community members have greater access to educational and potential employment options. • Provides opportunities for Soldiers, family members, and DOD cardholders from Fort Riley to gain skills and certifications. <p>Community:</p> <ul style="list-style-type: none"> • Provides potential to increase the candidate pool that will remain in the region, gain skilled employment, and contribute to the local economy. • Has the potential to provide evening educational courses in the new Junction City High School. • Opportunities for community members to gain skills and certifications.
Roadblocks	<p>Installation:</p> <ul style="list-style-type: none"> • Forecasting of population numbers for courses. <p>Community:</p> <ul style="list-style-type: none"> • Forecasting of population numbers for courses. • Potential lack of instructors and resources for courses.
Status	<p>Analysis is ongoing.</p>

Initiative Tracker Timeline

August 2017

Informational Education Fair

- The Informational Education Fair was conducted 03 August 2017 at Fort Riley, with multiple schools included. The fair included a needs assessment to assist stakeholders with determining education needs and interest of Soldiers, family members, DOD cardholders, veterans, retirees, and community members.

Oct/Nov 2017

Certification Program Focus Analysis

- Analysis of Education Fair surveys, college data, Chamber of Commerce insights, and USD 475 High School Plans.

Nov/Dec 2017

Determine Resource Feasibility

- Determine resource feasibility.
- Draft an MOA for certification programs.

January 2018

Legal Review

- Submit the MOA to SJA for review.
- MATC, BCC, and FHRC legal review.

Spring 2018

Sign the MOA and Implement Certification Programs

ENVIRONMENTAL: FORT RILEY JOINT RECYCLING

Partners	<ul style="list-style-type: none"> • Fort Riley • Junction City • Kansas State University
Details	<ul style="list-style-type: none"> • Regional partners would bring single-stream recycling to Fort Riley. Fort Riley would sort and process the material and sell the recyclable materials to a third party (if permissible).
Potential Benefits	<p>Installation:</p> <ul style="list-style-type: none"> • The garrison possesses sufficient excess capacity to process additional recyclable materials from the region. Pending legal review, Fort Riley potentially could retain the profits from the sale of the recycled material to a third party.
	<p>Community:</p> <ul style="list-style-type: none"> • Receives recycling services at a reduced cost and avoids transportation fees.
Roadblocks	<p>Installation:</p> <ul style="list-style-type: none"> • Higher command legal reviews have raised issues pertaining to environmental and fiscal law. As a matter of interpretation, the issue of usable recyclable property has been limited to property generated by the installation. Fort Riley has engaged the HQ, IMCOM SJA and Agreements Program Manager for additional guidance and legal clarification.
	<p>Community:</p> <ul style="list-style-type: none"> • N/A
Status	Draft

Initiative Tracker Timeline

Sept/Oct 2017

Conduct Cost Benefit Analysis

- Conduct research and analysis and distribute for internal review.

November 2017

Draft MOU Proposal to HQ, IMCOM for Review and Approval

- Once the MOU proposal has been reviewed and approved by the Fort Riley Garrison Commander, submit it to HQ, IMCOM Agreements Program Manager for headquarters staff review and approval.

December 2017

Finalize MOU

- Once the MOU has been approved, coordinate signatures from all parties.
- Submit a final copy to HQ, IMCOM for their records.

Jan/Feb 2018

Execute the MOU with Regional Partners

- Start execution of a Joint Recycling MOU with K-State and Junction City

FAMILY, MORALE, WELFARE, AND RECREATION: AQUATICS PLANNING

Partners	<ul style="list-style-type: none"> • Fort Riley • City of Manhattan • Wamego • Corvias • Junction City
Details	<ul style="list-style-type: none"> • There is a shortage of certified lifeguards in the local area and on the garrison. The goal of this partnership is to increase the overall pool of available lifeguards in the area. Fort Riley will provide joint training for lifeguard trainers and lifeguards.
Potential Benefits	Installation: <ul style="list-style-type: none"> • Increases the pool of lifeguards on Fort Riley. • Reduces training costs from returning lifeguards. • Increases advertisement of lifeguarding opportunities.
	Community: <ul style="list-style-type: none"> • Provides a greater pool of lifeguards for the community. • Provides indoor pool training space. • Increases advertisement of lifeguarding opportunities.
Roadblocks	Mutual: <ul style="list-style-type: none"> • The program currently lacks an incentive package to recruit lifeguards.
Status	Draft

Initiative Tracker Timeline

September 2017 Outreach and Engagement

- Meet with all stakeholders once pools have closed to begin establishing an outreach and engagement program.
- Reach out to Kansas State University to inquire about internships or course requirements to incentivize students to become lifeguards.

December 2017 Draft Agreements

- Begin drafting agreements.
- Circulate the agreements for legal review.
- After the agreement has been signed off on by the garrison, send it to community stakeholders for review.

Spring 2018 Sign Agreements and Launch the Lifeguard Aquatics Program

- Sign agreements and begin implementing the lifeguard training program.

FAMILY, MORALE, WELFARE, AND RECREATION: DEPLOYMENT BENEFITS/SOLDIER FAMILY PARTICIPATION IN COMMUNITY RECREATIONAL ACTIVITIES

<p>Partners</p>	<ul style="list-style-type: none"> • Fort Riley FMWR • City of Manhattan Parks and Recreation • Junction City Parks and Recreation • Riley County Parks and Recreation • Geary County Parks and Recreation
<p>Details</p>	<ul style="list-style-type: none"> • Under this agreement, family members of deployed Soldiers will receive discounted prices for recreational activities within all participating municipalities. If there is a surge in recreation and sports programs, the municipalities will share their recreational facilities and athletic fields. In the case of sports programs, Fort Riley and the Parks and Recreation Departments will publish listings of activities identified by sport/season/gender/age to encourage greater participation.
<p>Potential Benefits</p>	<p>Installation:</p> <ul style="list-style-type: none"> • Helps integrate deployed Soldiers' families into the community. • Potentially increases the number of teams for installation and community teams to play against, increasing competition. • Provides recreation and quality of life benefits. <p>Community:</p> <ul style="list-style-type: none"> • Increases participation in local recreation programs. • Increases likelihood that retiring military families will stay in the region. • Provides access to recreational facilities and activities on Fort Riley.
<p>Roadblocks</p>	<p>Installation:</p> <ul style="list-style-type: none"> • How to provide access to the installation by non-DOD sports officials, teams, and individuals. <p>Community:</p> <ul style="list-style-type: none"> • Covering program costs when deployed children receive discounted prices.
<p>Status</p>	<p>Draft</p>

Initiative Tracker Timeline

October 2017

Reach Out to Fort Leavenworth

- At the behest of ACSIM, HQDA, initiate an outreach effort to determine if a similar kind of program can be offered state wide. Coordinate with Fort Leavenworth to determine their situation and interest in pursuing a state wide initiative.
- Research state programs to see if discounts are already authorized.

November 2017

Engage with the State and Localities

- Engage with state administration and legislative officials. Educate the officials on the current program underway in the Fort Riley region and suggest they consider a similar effort throughout the state.

December 2017

Write the Agreement

- Circulate draft agreement to all parties for review.
- Send final draft agreement to the garrison and community legal staffs.

January 2018

Sign the Agreement

- Sign and implement the agreement.

FAMILY, MORALE, WELFARE, AND RECREATION: AGREEMENT TO INCREASE PARTNERS INVOLVED IN BLUE STAR PROGRAM

Partners	<ul style="list-style-type: none"> • Fort Riley • Junction City Chamber of Commerce • Junction City Parks and Recreation • Salina Chamber of Commerce
Details	<ul style="list-style-type: none"> • The purpose of this initiative is to expand the Fort Riley Blue Star Program into the municipalities of Junction City and Salina. The Blue Star program provides support to spouses of deployed Soldiers. Fort Riley is currently working with the City of Manhattan and Kansas State University.
Potential Benefits	<p>Installation:</p> <ul style="list-style-type: none"> • Provides a program for deployed Soldiers' spouses living in Junction City and Salina to engage local organizations to seek resources, services, and opportunities.
	<p>Community:</p> <ul style="list-style-type: none"> • Increases opportunities for military spouses and dependents to stay in the area during deployment, resulting in a potential increase in the economic base.
Roadblocks	<p>Installation:</p> <ul style="list-style-type: none"> • N/A
	<p>Community:</p> <ul style="list-style-type: none"> • Potential lack of response and interest from additional businesses within the community.
Status	Draft

Initiative Tracker Timeline

Oct/Nov 2017	Meet with the Local Chamber of Commerce Stakeholders
	<ul style="list-style-type: none"> • Meet with points of contacts at the Salina Chamber of Commerce and Junction City Chamber of Commerce to determine how to reach out to new business partners within the community. • Meet with the Junction City Community Center to promote the Blue Star Program.
Nov/Dec 2017	Draft and Review the Agreement
	<ul style="list-style-type: none"> • Draft an agreement. • Send the draft agreement through garrison and community staffs to include legal review.
January 2018	Sign and Begin Implementation of the Agreement

MEDICAL: FORMALIZING COMMUNICABLE DISEASE DATABASE

Partners	<ul style="list-style-type: none"> • Riley County Health Department • Geary County Health Department • Fort Riley Health Department • Wildcat Region Public Health Emergency Preparedness • Kansas Department of Health and Environment
Details	<ul style="list-style-type: none"> • Fort Riley and the surrounding area health departments currently utilize Eptrax, an early warning system for communicable disease, to document patients that are diagnosed with a communicable disease. The primary focus of the agreement pertains to military dependents who could receive care on post or in the community. This agreement will formalize which clinic accepts patients once they are entered into the system. The agreement will outline responsibilities for investigating and reporting.
Potential Benefits	<p>Mutual:</p> <ul style="list-style-type: none"> • Clarifies responsibilities for providing care to military dependents who are entered in Eptrax.
Roadblocks	<p>Installation:</p> <ul style="list-style-type: none"> • N/A
	<p>Community:</p> <ul style="list-style-type: none"> • N/A
Status	Draft

Initiative Tracker Timeline

October 2017

Complete the Draft of the MOA

- Irwin Army Community Hospital Agreements Specialist is drafting an MOA.
- Send the draft agreement through garrison and community staffs to include legal reviews.

November 2017

Sign and Begin Implementation of the Agreement

MEDICAL: HEALTHY HOME INITIATIVE

Partners	<ul style="list-style-type: none"> • Irwin Army Community Hospital (IACH) • Riley County Health Department (RCHD) • Geary County Health Department (GCHD) • North Central-Flint Hills Area Agency on Aging (NCFHAAA) • Geary Community Hospital (GCH) • Manhattan Housing Authority (MHA) • Junction City Housing Authority (JCHA)
Details	<ul style="list-style-type: none"> • The Fort Riley Healthy Homes Initiative (HHI) Program is a public health program focused on healthy living. The agreement will extend the HHI program to community health organizations that will be able to reach Soldiers and their families living in their respective communities. Fort Riley HHI specialists will provide training to public health professionals in the various communities. The program educates health providers in teaching techniques designed to influence client’s behaviors. Topics include but are not limited to the importance of a healthy home environment, preventing disease and improving the overall health of the family.
Potential Benefits	<p>Installation:</p> <ul style="list-style-type: none"> • Expands healthy living choices education to Soldiers and family members residing in the various local communities around Fort Riley.
	<p>Community:</p> <ul style="list-style-type: none"> • Equip public health professionals in regional communities with techniques to improve health and safety in homes, particularly in Section 8 housing communities.
Roadblocks	<p>Installation:</p> <ul style="list-style-type: none"> • N/A
	<p>Community:</p> <ul style="list-style-type: none"> • N/A
Status	Draft

Initiative Tracker Timeline

Sept/Oct 2017	Partners Review the Agreement
<ul style="list-style-type: none"> • Send a draft agreement through Fort Riley and community staffs for review to include legal reviews. 	
Nov/Dec 2017	Sign and Begin Implementation of the Agreement
<ul style="list-style-type: none"> • Execute partnership initiatives. 	

PUBLIC WORKS: IGSA FOR BULK PURCHASING OF SALT

Partners	<ul style="list-style-type: none"> Fort Riley City of Manhattan
Details	<ul style="list-style-type: none"> Fort Riley will purchase salt for snow removal from the City of Manhattan. The City of Manhattan may use excess storage capacity at Fort Riley, if needed.
Potential Benefits	Installation: <ul style="list-style-type: none"> This IGSA will reduce the cost of salt by having Fort Riley purchase it directly from the City of Manhattan.
	Community: <ul style="list-style-type: none"> The City of Manhattan will have access to Fort Riley's excess storage capacity.
Roadblocks	Installation: <ul style="list-style-type: none"> N/A
	Community: <ul style="list-style-type: none"> N/A
Status	Draft

Initiative Tracker Timeline

October 2017

Develop an IGSA Proposal Packet

- Conduct research and analysis for the IGSA Cost Benefit Analysis, and distribute the final draft for internal review.
- Draft an IGSA Concept Narrative and Garrison Commander (GC) Memo, and distribute it for internal review.
- Submit the final IGSA proposal packet for GC signature.

NOTE: If Fort Riley pursues a bulk purchase IGSA with Junction City, that partnership will require a separate IGSA.

November 2017

Submit the Final IGSA Proposal Packet to HQ, IMCOM for Review and Approval

- Once IGSA proposal packet has been reviewed and approved by the Fort Riley Garrison Commander, submit it to the HQ, IMCOM IGSA Program Manager for headquarters staff review and HQ, IMCOM Commanding General approval.

December 2017

Draft an Overarching IGSA with the City of Manhattan

- Once the IGSA has been approved and signed by all parties, submit a final copy to HQ, IMCOM for their records.

January 2018

Execute the IGSA with the City of Manhattan

- Start execution of the IGSA once the Fort Riley bulk salt purchase contract has expired.

PUBLIC WORKS: IGSA FOR TRAFFIC SIGNAL MAINTENANCE

Partners	<ul style="list-style-type: none"> • Fort Riley • City of Manhattan
Details	<ul style="list-style-type: none"> • Fort Riley and the City of Manhattan require traffic signal maintenance service to maintain safe driving conditions within their combined areas of jurisdictions. The City of Manhattan will provide routine traffic signal maintenance and on-call service for traffic signal outages at Fort Riley.
Potential Benefits	<p>Installation:</p> <ul style="list-style-type: none"> • This IGSA will enhance the safety of Soldiers and civilians driving on Fort Riley by reducing the time it takes to repair an inoperable light. This IGSA also creates a cost savings for Fort Riley.
	<p>Community:</p> <ul style="list-style-type: none"> • The City of Manhattan may increase the number of employees that support the maintenance of traffic signals. • The City will increase its revenue.
Roadblocks	<p>Installation:</p> <ul style="list-style-type: none"> • N/A
	<p>Community:</p> <ul style="list-style-type: none"> • N/A
Status	Draft

Initiative Tracker Timeline

Sept/Oct 2017

Develop an IGSA Proposal Packet

- Conduct research and analysis for the IGSA Cost Benefit Analysis, and distribute the final draft for internal review.
- Draft IGSA Concept Narrative and Garrison Commander (GC) Memo, and distribute it for internal review.
- Submit final IGSA proposal packet for GC signature.

November 2017

Submit the Final IGSA Proposal Packet to HQ, IMCOM for Review and Approval

- Once the IGSA proposal packet has been reviewed and approved by the Fort Riley Garrison Commander, submit it to the HQ, IMCOM IGSA Program Manager for headquarters staff review and HQ, IMCOM Commanding General approval.

December 2017

Draft an Overarching IGSA with the City of Manhattan

- Once the IGSA has been approved and signed by all parties, submit a final copy to HQ, IMCOM for their records.

Jan/Feb 2018

Execute the IGSA with the City of Manhattan

- Start execution of the IGSA for traffic signal maintenance.

Additional Potential Partnerships

Workgroup	Potential Partnerships
Education	Increase awareness of existing technical and certification programs by creating a common repository for all regional educational and employment opportunities that will serve as a resource to Soldiers and their families.
Emergency Services	Develop and implement a regional dispatch system for emergency services in the Flint Hills Region.
Emergency Services	Establish an Automatic Aid Agreement that would not require authorization by the Garrison Commander for the provision of emergency aid outside the Fort Riley gate.
Emergency Services	Conduct joint arson investigation training and services for the region.
Emergency Services	Expand potential agreements in development to include joint maintenance and testing of equipment (e.g., hoses, ladders, etc.).
Emergency Services	Fort Riley currently utilizes Logistics Readiness Command (LRC) for basic maintenance of fire trucks. Depending on the maintenance required, Fort Riley can lose the ability to use firetrucks for up to a year while these are being repaired and maintained. This agreement will authorize Fort Riley to use the contracted maintenance staff from the City of Manhattan and Junction City. The net result being the decreased time fire trucks are not available for use by the Fort Riley Fire Department.
Family, Morale, Welfare, and Recreation	Once the determination for fiscal year 2018 funding has been established, Fort Riley will determine if the current library will be moved or a new one will be constructed. Fort Riley and the community have expressed interest in future cross-collaboration of programs and services.
Medical	Improve Mental Health Training & Clinical Currency – Utilize the facilities and trained personnel in the community and Army to find partnerships that improve regional and Army mental health care.
Medical	Increase Nursing/Physician Pool – Create a partnership that better recruits and retains high-skill medical professionals to the region, including physicians. This will improve healthcare and the economy of the region.

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Workgroup	Potential Partnerships
Medical	Create a Medical Drug Takeback Partnership to educate communities about the importance of managing excess medicines and drugs and establishing central take-back sites throughout the region where smaller amounts of medicines and drugs can be collected for further disposal.
Public Works	Aerial Imagery GIS – Riley County and the City of Manhattan would like to do an IGSA with Fort Riley to share the cost of Aerial/Light Detection and Ranging (LIDAR) Imagery. Aerial imagery needs to be done every two (2) years. LIDAR needs to be accomplished every five (5) years.
Public Works	Bulk Purchasing of Salt - Fort Riley will purchase salt for snow removal from Junction City, and in return, Junction City may use excess storage capacity at Fort Riley, if needed. This IGSA is dependent on approval of other IGSA's and bulk purchasing agreement with City of Manhattan.

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3 Next Steps

Although no signed partnership agreements were completed at the end of the Agreements Development Workshop, several partnership opportunities resulted in draft IGSA and MOUs being developed (see Chapter 2). These were a direct result of the hard work and collaboration between the installation personnel and community members. Opportunities for additional partnerships have been identified for Fort Riley and its communities to pursue in the future. To ensure that these opportunities are realized, the installation must maintain communication with its community counterparts to ensure that these ideas are translated into formal agreements.

To assist with the development of partnerships, the Office of the Assistant Chief of Staff Installation Management (ACSIM), Partnership Office, provides support and advice during the agreements development process.

Points of Contact

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Army Chief of Partnerships

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Useful Website

ACSIM hosts a website dedicated to its partnership program that includes useful information, including legislation and regulation resources, partnership news, success stories, and other related community partnership information. Visit <http://www.acsim.army.mil/partnerships/index.html> to learn more.

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Appendix A Legislative Background

Initial Legislation

The authority for the Army Community Partnership program is derived from the 2013 National Defense Authorization Act (NDAA), Section 311. Updated and revised in NDAA 2015, the authority offers the Army the ability to enter into Intergovernmental Support Agreements (IGSA). 10 USC, Chapter 159 (Real Estate), Section 2679, authorizes military installations to enter into IGSA with state and local governments to provide, receive, or share installation support services, if it is determined to be in the best interest of the Department of Defense (DOD).

Key Characteristics

- Sole-source with public entities without competition
- Use wage grades normally paid by public entities
- Establish agreements for up to five years
- Pay for services using operations and maintenance funds
- Receive or provide services
- Create efficiencies and economies of scale by reducing costs and enhancing mission effectiveness
- Entities must be already providing a particular service for its own benefit or constituents

Clarifying Legislation

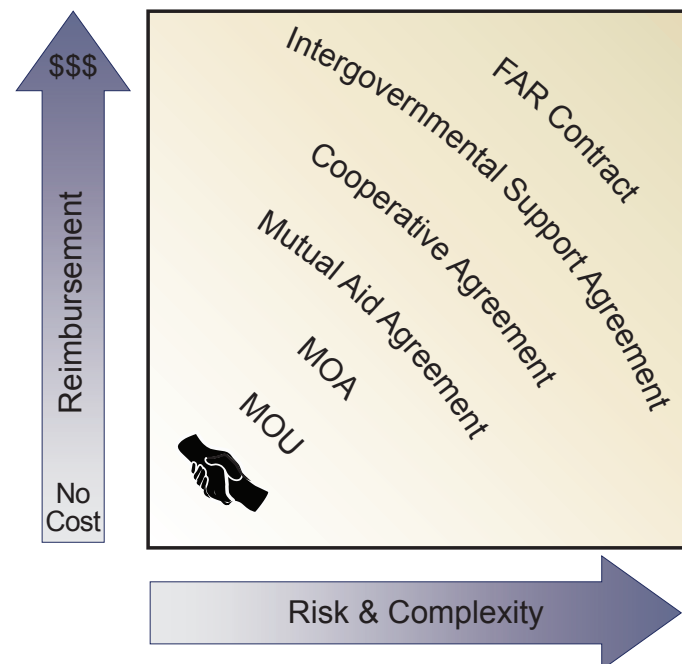
The most significant change in the revised NDAA 2015 is the removal of the requirement that IGSA must follow the Federal Acquisition Regulation (FAR). Installations may now exercise flexibility regarding the transaction instrument, including the use of nonfederal public entity contracts, when appropriate.

Considerations

A few constraints must be considered before implementing an IGSA. The IGSA may not be used for security guard or firefighting functions, and cannot be used to replace federal employees.

Additional Instruments

Installations may utilize instruments such as a memorandum of understanding (MOU) or a memorandum of agreement (MOA).



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B Appendix B Program Overview

The ACSIM Partnership Office has developed a collaborative facilitation process to expedite results. This structured, supportive, and rapid-moving forum provides installations and communities with an opportunity to collaborate and address their individual needs and capacities. The Army Community Partnership program is highly focused on outcomes, with an emphasis on developing mutually beneficial, achievable concepts using a range of available tools, as indicated in the previous Legislative Background section.

The program is meant to tailor partnerships to the specific requirements of a particular installation, its location, and its unique community relationships. A workshop-style forum allows installation members and their community counterparts to brainstorm new partnership opportunities and immediately begin formulating the partnership parameters. Expert involvement during workshops facilitates the formation of new partnerships and brings continuity and understanding of abilities outside the fenceline.

In fiscal year 2015, the Army Community Partnership program launched its pilot program at the following installations:

- Fort Devens, MA
- Camp Parks, CA
- Alabama National Guard, AL
- Camp Blanding, FL

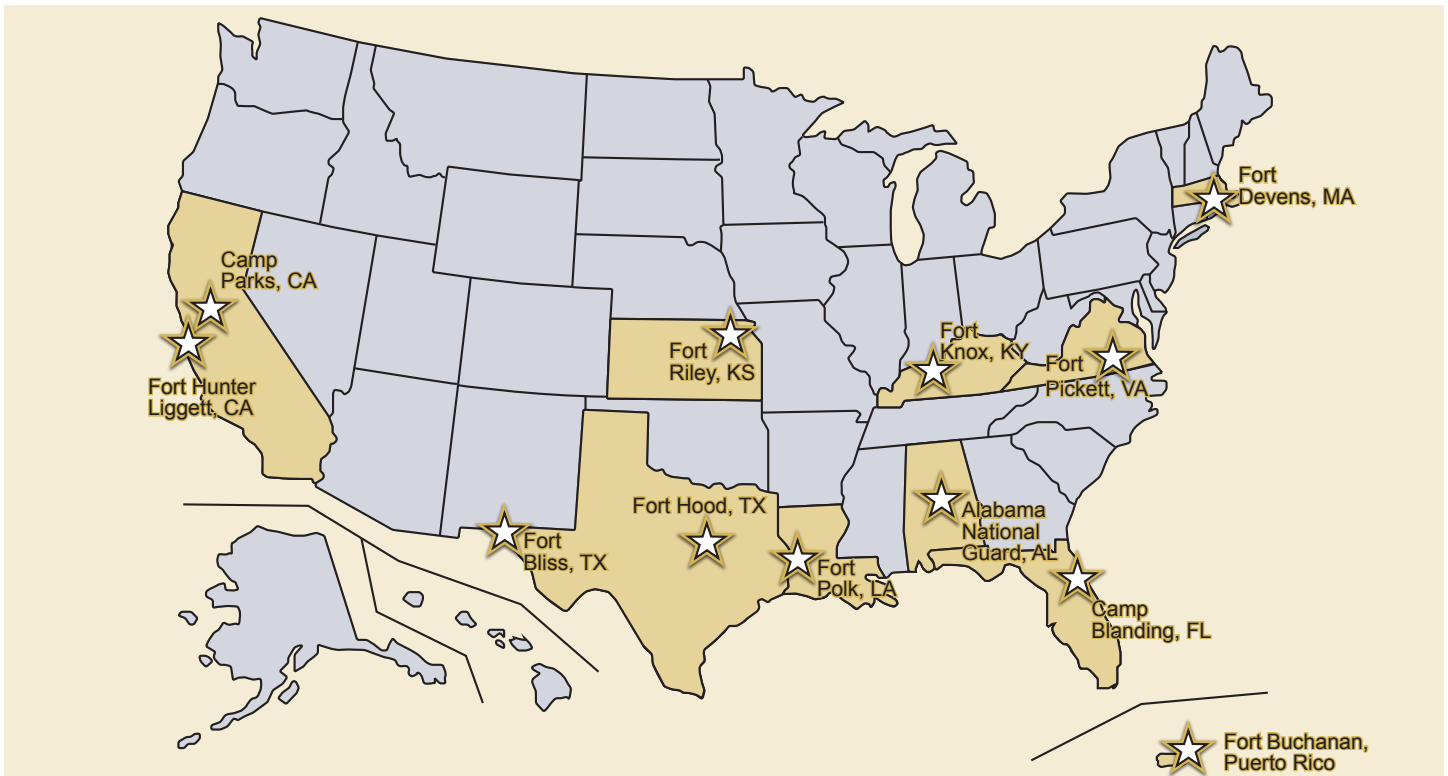
Due to the success of the pilot program, four additional installations were chosen for the program in fiscal year 2016:

- Fort Hood, TX
- Fort Hunter Liggett, CA
- Fort Buchanan, PR
- Fort Pickett, VA

In fiscal year 2017, the Army Community Partnership program selected four additional installations to participate:

- Fort Polk, LA
- Fort Knox, KY
- Fort Bliss, TX
- Fort Riley, KS

The graphic below depicts each location that has participated in the Army Community Partnership Program to date.



Methodology

The Army Community Partnership program consists of four group meetings. Between each meeting, supplemental small group meetings are scheduled for workgroups to focus on specific focal points or partnership initiatives. The partnership process is brief and concentrated in order to maintain enthusiasm and momentum. Flexibility of schedule is accounted for in scheduling meetings to allow for modifications based upon the particular needs of the installation and community.



Kick-Off Meeting

The Kick-Off Meeting (KOM) is held remotely or on site, depending on the installation's preference. The objective of the meeting is to provide installation leadership with a clear overview of partnership authorities, program methodology, successful partnership examples, and the way forward.

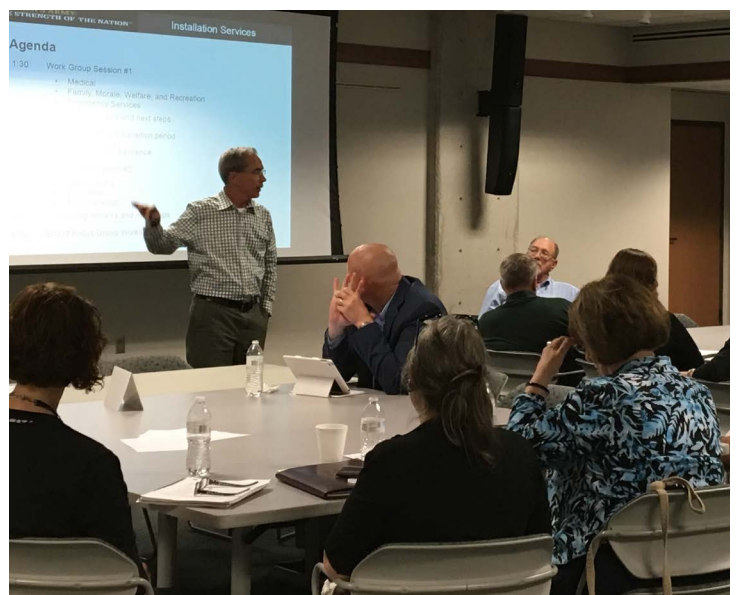
In addition, the roles and responsibilities of installation personnel and community stakeholders are further explained. The KOM is meant to fully explain the partnership process and the way forward, and to answer any questions the installation may have prior to community member participation.

Needs and Capacities Conference

The Needs and Capacities Conference (NCC) brings together installation personnel and community stakeholders. The three primary objectives of the NCC are as follows:

1. Understand the needs and capacities of the installation and community.
2. Brainstorm partnership concepts.
3. Prioritize partnership concepts to develop into agreements.

Workgroups form based on identified needs and capacities. Additional stakeholders are identified and added to the next meeting invitation. Workgroups begin to explore partnership initiatives in greater detail.



Focus Group Workshop

The Focus Group Workshop (FGW) is a fast-paced, half-day event. Its purpose is to refine the selected partnership initiatives and collaborate to develop the partnerships further. Benefits are uncovered, potential obstacles are identified, and follow-on tasks are assigned. The FGW often includes identifying additional stakeholders to bring into the conversation, including community members and installation legal counsel.

Agreements Development Workshop

The Agreements Development Workshop (ADW) is the final stage of the partnership process. The purpose of the meeting is to refine and finalize agreements, involve subject-matter expertise, and finalize draft agreements. At the conclusion of the ADW, initiatives have been prioritized, next steps have been identified, and additional partnerships for short- and long-term formation and implementation have been documented. Often, workgroups are ready for agreements to be signed during the ADW, in which case, the PAO will have already coordinated media coverage for the signing of a new community partnership agreement.

At the conclusion of the partnership process, the Army Community Partnership facilitation team will conduct a review of the program, taking into account installation and community feedback. All findings, stakeholders, documented partnerships, and future partnership opportunities are recorded. Metrics for partnership success are created and next stages are defined.

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Appendix C Stakeholders

Workgroup Abbreviations:

ED = Education

ENV = Environmental

MED = Medical

EMS = Emergency
Management Services

FMWR = Family, Morale, Welfare,
and Recreation

PW = Public Works

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