



REPLY TO  
ATTENTION OF

**DEPARTMENT OF THE ARMY**  
HEADQUARTERS, U.S. ARMY MEDICAL COMMAND  
2050 WORTH ROAD, SUITE 22  
FORT SAM HOUSTON, TEXAS 78234-6022



S: 30 Jul 03

23 JUN 2003

MCFA-M

MEMORANDUM FOR COMMANDER, U.S. ARMY MEDCOM MAJOR SUBORDINATE  
COMMANDS, ATTN: FACILITY DIRECTORS

SUBJECT: Fiscal Year 2004 Operations and Maintenance, Defense Budget Call for  
Transition and Initial Outfitting Funds for Medical Military Construction (MILCON) and  
Renewal Projects

1. Request you submit your Fiscal Year (FY) 2004 Transition and Initial Outfitting funding requirements NLT 30 July 2003. Activities listed on Enclosure 1 are eligible to submit requirements for Transition funding. This budget call covers the Transition Funding Program and the Initial Outfitting Program. Both programs provide financial assistance to activities impacted by medical military construction and major restorations.
2. Submit FY 04 Transition funding requirements through MTF Resource Managers to the U.S. Army Health Facility Planning Agency (USAHFPA) Transition Budget Analyst.
3. Submit Initial Outfitting requirements to the Assistant Chief of Staff for Logistics, U.S. Army Medical Command (MEDCOM).
4. Enclosure 2 provides information on the Transition funding program and instructions for completing transition budget data call.
5. Enclosure 3 provides a list of eligible transition requirements.
6. Enclosure 4 provides an example format for submitting transition requirements.
7. Enclosure 5 provides Information on the Initial Outfitting funding program.
8. Dental and Veterinary Commands' activity requirements need to be coordinated with appropriate Facility Managers. Resource Managers should review Transition and Initial Outfitting requirements before submission to MEDCOM or USAHFPA. Where applicable, the submission packet must be reviewed and signed by the resident Health Facility Project Office (HFPO) or USAHFPA Project Integrator assigned to your installation.

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9. Points of contact for Transition funds are Captain Walter Lamar, Deputy, Project Support Division, USAHFPA (301) 619-2802 (DSN 343) or Cell (703) 517-9205 or Ms. Joann Richardson, Transition Budget Analyst, USAHFPA, (703) 681-8245 (DSN 761), FAX 8226. The point of contact for Initial Outfitting is Ms. Ruby Young, Office of the Assistant Chief of Staff for Logistics, MEDCOM, (210) 221-7119 (DSN 471), FAX 8371.

FOR THE COMMANDER:



CARMEN L.C. RINEHART

Colonel, MS

Assistant Chief of Staff for Installations,  
Environment, and Facility Management

5 Encls

1. FY2004 Projects Eligible
2. Budget Call Instructions
3. Transition Requirements  
Definitions
4. FY2004 Transition Funds  
Submission Form
5. Initial Outfitting Budget Call  
Instructions