



# Module 1 – Lesson 103, RDT&E Command Process

**RDT&E Team, TCJ5-FC**

Oct 2018



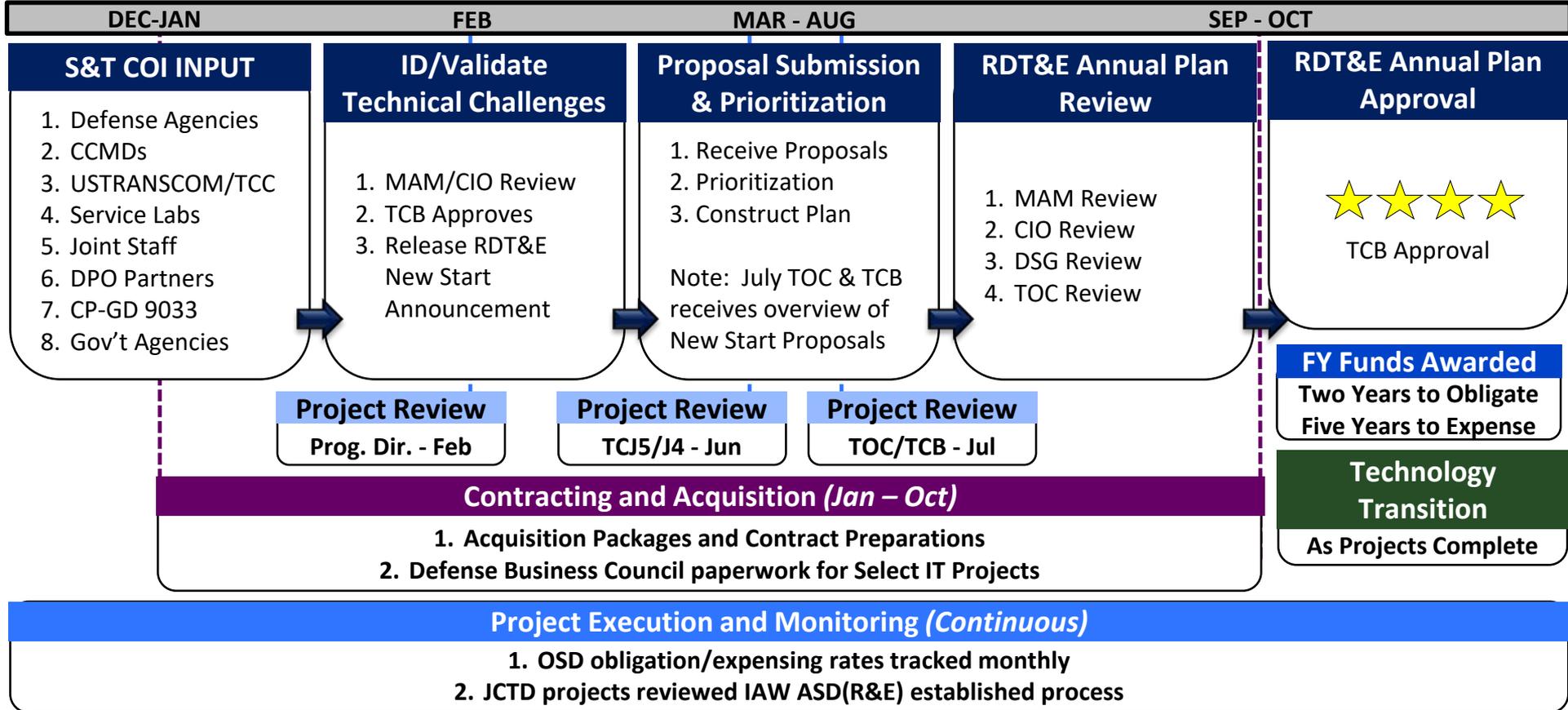
# Overview/Objectives

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- **Lesson 103 will provide an overview of the USTRANSCOM RDT&E Command Process, the process for submitting a proposal and executing the technology development effort. To include:**
  - Overall RDT&E Program Management Process
  - Project Solicitation/Approval Process
    - Annual Call for Projects
    - Proposed Project Vetting Process
    - Contracting Process
  - Project Execution/Monitoring
  - Project Coordinator Responsibilities



# RDT&E Process



TCB Approval



# Project Solicitation/Approval Process

- **J5/J4 Program Director issues call for white papers (~Mar):**
  - Across the JDDE and S&T communities
  - White Papers submitted using format in USTCI 61-1 (Attachment 2)
  - Should address valid Distribution Process Owner Gap (USTCH 60-2)
- **Proposed projects are vetted prior to Commander, USTRANSCOM approval:**
  - RDT&E Team and selected Staff Subject Matter Experts review proposals
  - RDT&E Management Team reviews selected initiatives
  - RDT&E Investment Plan is presented to the Mission Area Manager
  - Plan is presented to the Chief Information Officer (CIO) Forum then Council
  - Plan is vetted via Distribution Process Owner Governance Structure
  - Final step is review by the TRANSCOM Oversight Council (TOC) followed by approval by the TRANSCOM Corporate Board (Oct)
- **Jan – Sep, contracting packages are prepared/project management structure is established**



# Project Execution/Monitoring

- **Obligation/expense rates tracked monthly; compared to Defense Finance & Accounting Service records and Office of Secretary of Defense goals**
- **Initiatives are briefed, by Project Coordinators, annually to the RDT&E Program Director in February**
- **Annually, in June, TCJ5/J4-D is briefed on the initiatives by the Project Coordinators**
- **Semi-annually to TRANSCOM Corporate Board (TCB) following aforementioned Feb/Jun Project Reviews**
- **TRANSCOM Oversight Council (TOC) / TCB briefed on individual projects by RDT&E Program Director and/or PC's as requested/situation dictates**



# Project Coordinator Responsibilities

- **Oversee assigned funded initiative(s)**
- **Provide accurate and timely completion of all program data call requirements/provides project updates to the USTC Program Monitor**
- **Monitor, coordinate, track and report obligations and expenditures to J8 and the Program Monitor on a monthly basis**
- **Manage the smooth transition of successfully completed technology efforts into the DOD Program of Record (POR)**
- **Project reviews:**
  - To RDTE Program Director – Feb
  - To TCJ5/J4-D – Jun
- **For IT-related projects – when applicable – must submit to the Defense Business System Management Committee (DBSMC)**
- **Project Coordinator's must ensure the financial actions associated with their projects are expeditiously processed**
- **RDT&E Lesson 201 & USTRANSCOMI 61-1 describe additional duties and details**



# Summary

- **You should now have a fundamental understanding of the process for submitting a proposal and executing the technology development effort, to include:**
  - Overall RDT&E Program Management Process
  - Project Solicitation/Approval Process
    - Annual Call for Projects
    - Proposed Project Vetting Process
    - Contracting Process
  - Project Execution/Monitoring
  - Project Coordinator Responsibilities

Questions or Additional Information, Call the RDT&E  
Team at 618-220-4337