



MAR 25 2010



MEMORANDUM FOR SURGEON GENERAL OF THE ARMY
SURGEON GENERAL OF THE NAVY
SURGEON GENERAL OF THE AIR FORCE
DIRECTORS, VETERANS INTEGRATED SERVICES
NETWORKS (10N1-23)
VHA CHIEF OFFICERS

SUBJECT: Fiscal Year 2011 Request for Joint Incentive Fund Proposals

The Joint Incentive Fund (JIF) between Department of Veterans Affairs (VA) and Department of Defense (DoD) was created by Congress to encourage development of sharing initiatives at the facility, intra-regional and nationwide level. Accordingly, we are requesting proposals for Fiscal Year (FY) 2011 using the enclosed format (Attachment 1).

The Memorandum of Agreement for the JIF states that the following criteria will be used to evaluate proposals:

- Improves Quality of Care
- Improves Access of Care
- Mission Priority / Corporate Direction
- Return on Investment
- Measurable Performance Data Identified
- Supports VA/DoD Joint Strategic Plan
- Size and Scope of Impact
- Other Intangible Benefits

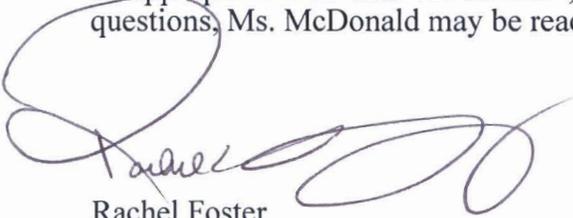
The National Defense Authorization Act for FY 2009 included a Congressional add for JIF projects specifically focusing on research to establish new models of health care delivery to aging service members, understanding interactions between traumatic brain injury (TBI) and cognitive aging, to enhance the presence of gerontology and age related medical issues throughout VA and DoD. The Department of Veterans' Affairs FY09 Appropriation indicated important areas of collaboration include seamless transition of veterans, continuity of care through joint clinics, women veterans health programs, identification and treatment of military sexual trauma, suicide prevention programs, registries for trauma and post traumatic stress disorder (PTSD), development of joint clinical practice guidelines for polytrauma injury, TBI, blast injury, mental health/PTSD, and burn and amputee patients. Since there were no projects of this type submitted in FY 2010, again we are seeking projects that will fulfill the intent of Congress concerning these topics.

To expedite the selection process, we ask that all proposals include a business case analysis and official certification by the Service or Veterans Integrated Services Network Director/Chief Officer that the proposal will be either self-financing, have no recurring costs or that recurring

costs will be funded within existing budgets after JIF funding ends. Attachment 2 is provided as a template for certification.

To allow each department enough time to appropriately evaluate proposals, Friday, July 23, 2010, is the designated date proposals should be forwarded from the initiating local command/ field activities to the appropriate Service intermediate command and VISN for review. Changes that result from this review should be jointly coordinated by the local VHA Program Office.

The final joint submission from the VISN or Services headquarters should be simultaneously forwarded electronically to Ms. Connie McDonald, connie.mcdonald@ha.osd.mil and Mr. Michael Gardner, michael.gardner2@va.gov by the designated lead coordinator, with copies to all appropriate DoD and VA officials, no later than Wednesday September 1, 2010. For further questions, Ms. McDonald may be reached at (703) 681-8884 and Mr. Gardner at (202) 461-6514.



Rachel Foster
Acting,
Co-Chair VA/DoD Financial Management
Work Group



W. Paul Kearns, III
Co-Chair, VA/DoD Financial Management
Work Group

Attachments:
As stated

Attachment 1
DoD-VA Health Care Sharing Incentive Fund
Initiative Proposal

Descriptive Information:

Initiative Name:

Location: DoD Facility:

VA Facility:

Point of Contact (Name/Phone/email address/designate (*) which POC is the lead coordinator):

DoD POC _____

VA POC _____

NOTE: The lead partner will assume the role of coordinator between all parties. This will include coordinating changes made to the proposal, BCA and certification form higher level review. The lead partner will also assume the lead in preparing the Interim Progress Reviews (IPR) submissions if the proposal is selected and funded.

Provide a summary description of the project:

Describe the initiative's goals and objectives:

What outcomes are being sought?

Tangible/Economic Benefits:

Intangible Benefits:

What waivers, deviations or certifications are necessary for the successful execution of your program?

What approvals or authorizations are required? For example, if your proposal is for a major piece of equipment, has it been approved by the appropriate committees in VA and DoD?

Do you anticipate this initiative will be exportable to other Joint Ventures or DoD/VA sharing sites?

Number of beneficiaries impacted by this proposal (be specific to this proposal – do not include the total number of beneficiaries in the catchment area); breakdown by VA and DoD.

If your project involves information systems, have you identified any interoperability requirements and how are you addressing them? What type of management information systems will be used.

If your submission contains more than one component/system, prioritize each of the components of the proposal. Are any of the components interdependent?

What alternative solutions were considered?

Are there any unique circumstances involved?

If contractors are involved, who will have management and oversight to ensure contractual requirements are met?

How will the decision authorities maintain oversight of this initiative, e.g., scheduled meetings, periodic reviews, etc?

Are there any "show stoppers" that could halt the initiative if not overcome?

Summary of stakeholder comments and concerns:

Does this proposal have the support of the DoD or VA counterpart?

Does this initiative support the Joint Strategic Plan? Cite the specific goals within the JSP and describe how they are met by your project.

Financial Information:

How much funding is being requested from the incentive fund (round up to the nearest thousand; break down by VA or DoD)? If funding is unknown, supply best guess estimate.

Provide an approximate breakout of benefit to VA or DoD (e.g., if the request is for \$500K, please indicate \$250K benefit to each Department, or whatever the approximate breakout is).

How will recurring costs be supported after incentive funds are no longer available?

Other Supporting Information:

Impact on waiting times or access:

Impact on quality of care:

Describe how this proposal may impact Capital Asset Realignment for Enhanced Services (CARES) study recommendations or Base Realignment and Closure decisions.

Metrics -What performance criteria will be used to measure success of the proposal?
How will we know we have been successful?

Certification – Attachment 2

Project Name / Title:

Sponsor: (VAMC/Program Office and MTF/TMA Office)

Please indicate the allocation of the amounts shown above to VA and DoD as well as the appropriation required.

Joint Incentive Fund Distribution <i>(Rounded up to the nearest thousand)</i>	Year 1	Year 2	Total
Army			
Navy			
Air Force			
VA			
Other			
Total	\$ -	\$ -	\$ -

For recurring operational costs beyond the period approved for Joint Incentive Fund support, the respective VHA organizational element or Military Service hereby commits to funding subsequent recurring costs, if not self-sustaining, from their existing budgets as a condition of receiving the above allocation from the Joint Incentive Fund. Incentive Fund projects will not be approved without this certification.

Certification Signatures:

(Modify as appropriate to specific project)

NOTE: Lead partner is responsible for obtaining both departments final approving authority signatures. Local POC's will work with their respective approving authority and the Lead partner to ensure one fully signed certification from is submitted with the proposal.

VHA VAMC Director/Chief Officer

Service Resource Manager

VHA VISN Director

Service Surgeon General