

HEADQUARTERS  
UNITED STATES EUROPEAN COMMAND  
UNIT 30400  
APO AE 09131

DIRECTIVE  
NUMBER 56-18

23 July 2002

**PLANS AND POLICY**

USEUCOM Procedures and Responsibilities for Managing  
Advanced Concept Technology Demonstrations (ACTDs)

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1. **Summary.** This directive outlines policies, procedures, and responsibilities for United States European Command (USEUCOM) Directorates and Components when implementing the Theater's Advanced Concept Technology Demonstration (ACTD) process. This directive also provides an overview of the USEUCOM ACTD program process as well as guidance for personnel assigned with Theater ACTD oversight and management responsibilities.
  2. **Applicability.** This Directive establishes policy, assigns responsibilities, and directs actions for all Directorates, Components, Agencies, and Activities supporting or associated with the USEUCOM ACTD program.
  3. **Suggested Improvements.** Headquarters (HQ) USEUCOM Plans and Policy Directorate (ECJ5) is the proponent for this publication. Recommended changes are to be forwarded to HQ USEUCOM Strategy, Resources and Legislative Affairs Division (ECJ5-S).
  4. **References.**
    - a. Joint Vision 2020
    - b. CJCSI 3170.01B (15 April 01), Requirements Generation System
    - c. DUSD (AS&C) ULAN Web Site: <http://www.acq.osd.mil/actd/>
    - d. DUSD (AS&C) SLAN Web Site: <http://www.acqs.osd.pentagon.smil.mil/actd>
    - e. USEUCOM Strategic Vision, Challenges and Opportunities (April 2001)
    - f. USEUCOM Theater Security Cooperation Strategic Concept FY 2003 – 2005 (10 Dec 01)

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This Directive supersedes ED 56-18, dated 26 July 2000

5. **General.**

a. The ACTD process permits an early and cost effective evaluation of mature advanced technologies to meet the warfighter's joint critical operational needs. After the warfighter develops joint operational concepts, new ACTD technological capabilities may be selected to meet joint critical operational needs. Theater sponsored ACTD programs have up to four years to complete objectives and provide deliverables as outlined in its ACTD Implementation Directive and Management Plan. Upon conclusion, a successful ACTD may provide a residual operational capability, be replicated (if only a few are required), or be formally transitioned into the appropriate acquisition phase.

b. Deputy Under Secretary of Defense for Advanced Systems and Concepts (DUSD (AS&C)) is responsible for selecting and approving ACTDs. After a warfighter/developer team combines a critical operational need with maturing technology, the ACTD candidate may be submitted to DUSD (AS&C) for consideration. If accepted, a developer's briefing is presented to the Breakfast Club (BC) (an advisory group of senior acquisition and operational executives) for review and assessment. The BC-selected ACTD candidates are then presented to the Joint Staff, through the Joint Warfare Capabilities Assessment (JWCA) process and the Joint Requirements Oversight Council (JROC), for review and approval.

c. Approved ACTD candidates are managed by a Service or Agency acquisition organization via a Technical Manager (TM). Normally, a Unified Combatant Command sponsors a select number of approved ACTDs. The Unified Combatant Command or one of its Components conducts day-to-day ACTD management via an Operational Manager (OM). An independent Operational Testing and Evaluation Agency (OTEA) conducts the Military Utility Assessment (MUA) and the OM prepares the final MUA report for EUCOM Chief of Staff approval prior to forwarding to the DUSD (AS&C), the JROC and Lead Service via the Unified Combatant Command. The OTEA's MUA recommendation determines the Lead Service's future Transition Manager (XM) acquisition role. There are four possible ACTD outcomes:

- (1) Terminated prior to the MUA,
- (2) Terminated after the MUA without residuals,
- (3) Only residuals are maintained, or
- (4) Formally introduced into the acquisition process.

6. **Responsibilities.** USEUCOM ACTD Program participant responsibilities are:

- a. USEUCOM Chief of Staff (CoS) will:

(1) Act as the USEUCOM ACTD sponsorship approving authority on behalf of United States Commander Europe.

(2) Approve the USEUCOM ACTD Candidate Prioritization Memorandum to DUSD (AS&C).

(3) Approve the USEUCOM ACTD Sponsorship Letter of Intent (LOI) to DUSD (AS&C) indicating intent to sponsor a new Fiscal Year (FY) ACTD program.

(4) Approve the ACTD Implementation Directive for USEUCOM sponsorship acceptance of new ACTD program(s).

(5) Co-chair the annual ACTD Executive Oversight Conference with the DUSD (AS&C).

(6) Approve ACTD Management Plans for USEUCOM sponsored ACTD programs.

(7) Approve all final USEUCOM ACTD Military Utility Assessments (MUAs).

(8) Delegate day-to-day USEUCOM ACTD program responsibility to the USEUCOM Director Plans and Policy (ECJ5).

b. USEUCOM Director for Plans and Policy (ECJ5) will:

(1) Manage all USEUCOM sponsored ACTDs.

(2) Report significant ACTD related items to the USEUCOM CoS.

(3) Direct the HQ USEUCOM Strategy, Resources and Legislative Affairs Division Chief (ECJ5-S) to designate an ACTD Oversight Manager within ECJ5-S.

c. USEUCOM Strategy, Resources and Legislative Affairs Division Chief (ECJ5-S) will:

(1) Provide oversight management of all USEUCOM sponsored ACTDs.

(2) Report all significant ACTD related issues to Director, ECJ5.

(3) Designate an ACTD Oversight Manager within the USEUCOM Strategy, Resources and Legislative Affairs Division's Requirements Branch (ECJ5-S).

(4) Provide quarterly status reports on all USEUCOM sponsored ACTDs.

d. USEUCOM ACTD Oversight Manager (within ECJ5-S) will:

(1) Act as the primary point of contact (POC) for USEUCOM ACTD oversight and coordination with DUSD (AS&C) and Staff, U.S. Government and Civilian Agencies/Organizations related to ACTDs, and USEUCOM Staff and Component Commands.

(2) Liaison with all ACTD Operational Managers (OMs) for compliance with obligations set forth in USEUCOM ACTD Directive, Implementation Directives, Functional Requirements Documents (FRDs) and Management Plans.

(3) Obtain ACTD contractor staff augmentation and associated funding for USEUCOM Staff Directorates and Component Commanders OMs and Deputy OMs, respectively.

(4) Coordinate with OMs to resolve critical and substantive ACTD program issues relating to technology, testing, exercise, documentation, funding and schedules.

(5) Coordinate the hosting of the annual USEUCOM Executive Oversight Conference to review USEUCOM-sponsored ACTDs.

(6) Staff, coordinate and request prioritization of new ACTD candidates with the appropriate USEUCOM Staff Directorates and Component Commanders. Combine and analyze USEUCOM Staff Directorate and Component Commander submissions to provide a final USEUCOM prioritization recommendation to USEUCOM CoS for endorsement.

(7) Attend annual conferences (ACTD Managers' Conference, Combatant Commander/Service Representative Conference, and other ACTD related conferences and meetings) as required.

(8) Provide USEUCOM Staff Directors and Component Commanders new FY ACTD candidate sponsorship information such as ACTD white papers, quad charts and briefs. Coordinate all ACTD sponsorship activities between DUSD (AS&C), DUSD (AS&C) Staff, USEUCOM CoS, USEUCOM Staff Directorates and Component Commanders.

(9) Forward all sponsorship Letters of Intent (LOI) to USEUCOM CoS for approval signature.

(10) Manage all ACTD fiscal appropriations, obligations and expenditures for USEUCOM and Component Commanders.

(11) Report significant ACTD related items to the USEUCOM Strategy, Resources and Legislative Affairs Division Chief (ECJ5-S).

e. USEUCOM Sponsoring Staff Directorates and Operational Management Component Commands will:

- (1) ICW ECJ5-S, provide an annual ACTD prioritization submission for new FY ACTD proposals.
- (2) As appropriate, conduct liaison with supporting EUCOM Staff Directorates and Component Command elements to resolve critical ACTD program execution issues.
- (3) Review proposed ACTDs for sponsorship. USEUCOM Sponsoring Staff Directorate will coordinate with Component Commands for ACTD Operational Management duties. If a proposed ACTD is rejected for sponsorship/Operational Management duties, provide rationale in Bullet Talking Paper format to ECJ5.
- (4) Designate a Subject Matter Expert (SME) OM to manage the ACTD program execution of an USEUCOM CoS approved new FY ACTD.
- (5) Review, coordinate, and staff ACTD documents to ECJ5-S to include the: Implementation Directive (Appendix E), Quarterly Quad Charts (Appendix F), Management Plan (Appendix G), FRD (Appendix H), MUA (Appendix I), and other supporting documentation necessary to demonstrate and assess military utility of an ACTD.
- (6) Coordinate with ECJ5-S ACTD Oversight Manager to resolve critical and substantive ACTD program issues relating to technology, testing, exercise, documentation, funding, and schedules that could potentially hamper a successful ACTD MUA.
- (7) Report significant ACTD related items to the USEUCOM ACTD Oversight Manager.
- (8) Attend ACTD related meetings, conferences, briefings, tests and demonstrations, as required.

f. Operational Test Agencies (OTAs) will:

- (1) Review USEUCOM OM ACTD Operational Test and Evaluation (OT&E) requests. Accordingly, coordinate, assign date(s), conduct and provide report(s) of objective testing and /or demonstration.
- (2) Support objective ACTD testing and reporting for the MUA (Appendix I), when requested.

g. Oversight Committee. Meet annually at the USEUCOM ACTD Executive Oversight Conference to review USEUCOM ACTD program status and resolve deliverable, scope, funding and schedule issues as required.

7. **Policy.**

a. Deputy Under Secretary of Defense for Advanced Systems and Concepts (DUSD (AS&C)) policy.

(1) The DUSD (AS&C) is responsible for managing the Department of Defense (DoD) ACTD program. DUSD (AS&C) provides policy per references c and d.

(2) DUSD (AS&C) ACTD selection process policy is partially delegated to the Combatant Commanders and Services and is further defined in Annex A.

b. USEUCOM policy.

(1) USEUCOM ACTD policy is derived from references a through f and delegates ACTD oversight responsibility to the Director of Plans and Policy, J5. ECJ5 responds to the USEUCOM CoS, who in turn responds to DUSD (AS&C) for executive ACTD coordination.

(2) All USEUCOM Staff Directorates and Component Commanders are expected to comply with applicable ECJ5 Staff Summary Routing Sheet (SSRS) taskings to accurately and effectively perform ACTD duties in accordance with established guidelines. ECJ5 will determine the proper ACTD process for those issues that do not clearly fit into this directive.

(3) The ACTD process generally follows well-established milestones. The USEUCOM ACTD process requires the close coordination between the USEUCOM Staff Directors, Component Commanders and USEUCOM ACTD Oversight Management. Occasionally, processes become time-sensitive demanding timely input to USEUCOM Oversight Management.

(4) DUSD (AS&C) has delegated Operational Management authority to USEUCOM for all USEUCOM sponsored ACTDs. ECJ5-S is the ACTD Oversight Manager responsible for the coordination of ACTD issues. Expertise and information from USEUCOM Directorates and Component Commander Subject Matter Experts (SMEs) may be requested for briefings and/or written correspondence regarding USEUCOM sponsored ACTD programs.

(5) USEUCOM CoS maintains overall responsibility for the USEUCOM ACTD process. USEUCOM Staff Directorates are responsible to the USEUCOM CoS for ACTD sponsorship and operational management issues.

8. **USEUCOM Procedures**. The DUSD (AS&C) ACTD program is an integrated process with the warfighter and is aimed at reducing the normal DoD acquisition duration for mature technologies. ACTDs also provide rapid technological solutions to the warfighter. DUSD (AS&C) is the organization overall responsible for filtering out new FY proposed ACTD technologies that are not viable prior to requesting Congressional approval and

appropriation authorization. USEUCOM and Component Commanders assist DUSD (AS&C) in this process by prioritizing and sponsoring ACTDs within the USEUCOM theater. Section One of the annual USEUCOM Integrated Priority List (IPL) is the source document for identifying theater mission needs. USEUCOM Staff Directorates and Component Commanders use the USEUCOM IPL Section One when prioritizing and considering ACTD sponsorship and operational management.

a. USEUCOM and Component Commander ACTD prioritization procedures.

(1) Annually DUSD (AS&C) reviews new ACTD proposals presented from the combined Research and Development (R&D) and warfighting communities. The ACTDs are categorized by criteria set forth within the JWCA Domains (Appendix B).

(2) ECJ5-S initiates the USEUCOM Theater ACTD priority ranking process via an SSRS requesting selected USEUCOM Staff Directorates and Component Commanders to prioritize the new FY ACTD candidates (Figure 3, Appendix A-4). USEUCOM and Component Commanders assist DUSD (AS&C) in prioritizing the newly proposed ACTD candidates by comparing the USEUCOM IPL Section One capability shortfalls and technology requirements against the newly proposed ACTD candidates. USEUCOM Staff Directorates and Component Commanders submit priority ACTD rankings to ECJ5-S after receiving their respective General Officer/Flag Officer (GO/FO) endorsement. ECJ5-S collectively ranks and analyzes all ACTD ranking submissions for the USEUCOM CoS. The USEUCOM CoS approves the ACTD Prioritization Candidates Memorandum to DUSD (AS&C) (Appendix C) when satisfied with the ranking results.

(3) Numerous reviews and approvals are conducted by: DUSD (AS&C), Breakfast Club (BC), Joint Staff J8, JROC, USD (AT&L) Vice Chairman of the Joint Chief of Staff, and Congress prior to announcing the approved ACTDs selected for the upcoming FY. Detailed ACTD selection process information including timelines is provided in (Appendix A).

b. USEUCOM Staff Directorate and Component Commander ACTD sponsorship selection procedures.

(1) The ECJ5-S ACTD Oversight Manager maintains close liaison with DUSD (AS&C) staff, USEUCOM Staff Directorates Action Officers (AOs) and Component Commander AOs. Newly proposed ACTDs matching USEUCOM IPL mission needs will be forwarded to the appropriate USEUCOM Staff Directorate and Component Commander AOs by the ECJ5-S ACTD Oversight Manager to determine sponsorship interest. Additionally, Staff Directorates and Component Commands may communicate to ECJ5 their interest in sponsoring or applying operational management a proposed ACTD. In either case, once a sponsorship decision is reached, a Letter of Intent will be prepared for those ACTDs where there is sponsorship interest, and the procedures outlined in paragraph 6e(3) will be followed for non-sponsorship decisions. USEUCOM Oversight Manager or Staff Directorates will submit sponsorship LOIs for Component Commanders.

(2) As DUSD (AS&C) progresses through the new FY ACTD candidate selection process, DUSD (AS&C) staff members keep the USEUCOM ACTD Oversight Manager informed of strong ACTD candidates that are potential selections for the upcoming FY. Of these strong ACTD candidates matching USEUCOM IPL mission needs, ECJ5-S may initiate formal GO/FO level ACTD sponsorship review and approval/disapproval via an SSRS to select USEUCOM Staff Directorates and/or Component Commanders. Upon receiving a GO/FO ACTD sponsorship approval, ECJ5-S will coordinate preparation of the Letter of Intent (LOI) memorandum for CoS approval.

(3) After a USEUCOM Staff Directorate or Component Commander accepts a new ACTD for sponsorship or operational management respectively, an OM is designated along with contractor support. The USEUCOM ACTD Oversight Manager coordinates contractor support and associated funding. Normally, DUSD (AS&C) provides ECJ5's ACTD Oversight Manager with funding to support one full-time contract employee who is co-located with and works directly for the OM in ACTD management functions. For DUSD (AS&C) funding liaison, no USEUCOM Directorate or Component Commander involvement is required. Once the ACTD Oversight Manger receives annual DUSD (AS&C) funding, contract and OM travel funds will be forwarded to the appropriate USEUCOM Directorate or Component Commander Budget Manager via a Military Interdepartmental Purchase Requests (MIPR). The USEUCOM Directorate or Component Commander's Budget Manager is then responsible for the execution of ACTD OM and contractor travel fund obligations and expenditures.

(4) OMs review ACTD roles, responsibilities, procedures and policies upon designation. Pertinent ACTD documents to review include: ED 56-18, Implementation Directive, and if available, the Management Plan and FRD.

(5) OMs are responsible for day-to-day management of the ACTD, to include interface with the Technical Manager to develop all required program documentation: Implementation Directives (Appendix E), Quarterly Reports (Appendix F), Management Plans (Appendix G), FRDs (Appendix H), MUAs (Appendix I), Executive Oversight Conference briefs, and other correspondence, as required.

FOR THE COMMANDER IN CHIEF:

OFFICIAL

*///Signed///*

DANIEL J. PETROSKY  
Lieutenant General, USA  
Chief of Staff

AVA N. WEBB-SHARPLESS  
LTC, USAF  
Adjutant General

Appendices:

A - ACTD Selection Process

B - JWCA Domains

C - ACTD Prioritization Candidates Memo Template

D - ACTD Sponsorship LOI Memo Template

E - Implementation Directive Template

F - Quarterly ACTD Report Templates

G - Management Plan Template

H - Functional Requirements Document (FRD) Template

I - Military Utility Assessment (MUA) Template

J - Glossary of Acronyms

K - Glossary of Terms

DISTRIBUTION:

P

**APPENDIX A**  
**ACTD Selection Process**

1. **USEUCOM and Service Components ACTD Selection Submission Criteria.** A self-explanatory visual graphic (Appendix A-1, Figure 1) is provided for an overall understanding of the ACTD selection process.

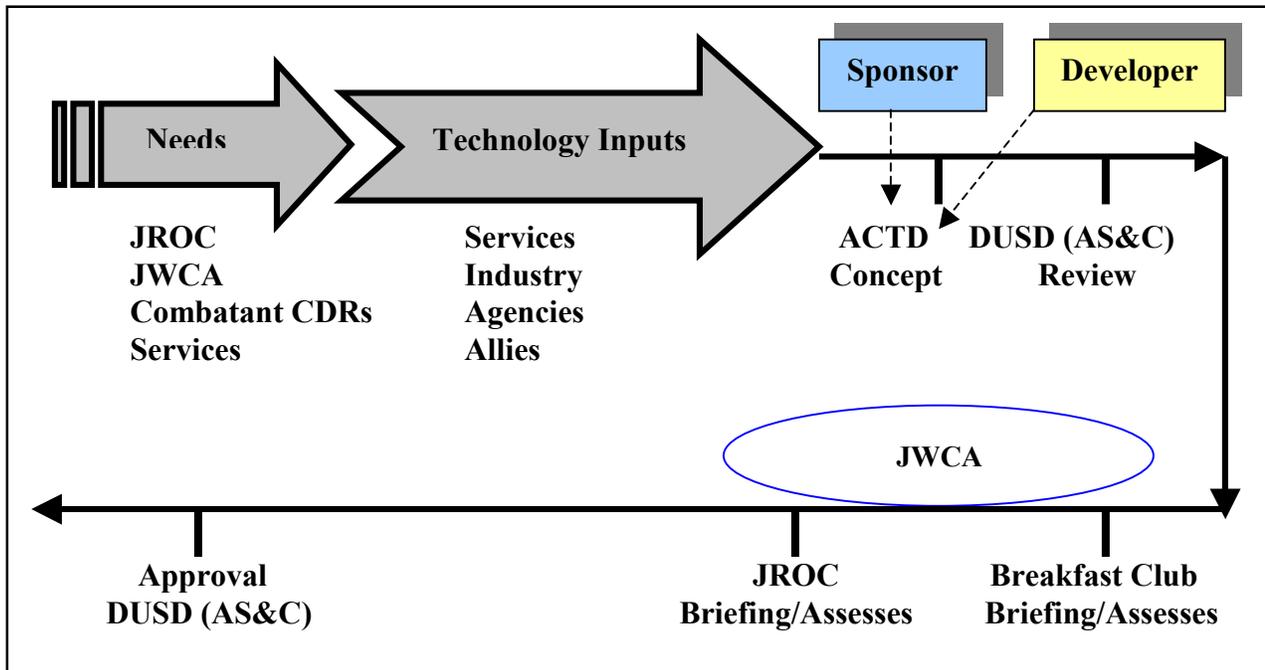


Figure 1: New ACTD Selection Pictorial

Prior to USEUCOM involvement in the ACTD selection process, DUSD (AS&C) categorizes each new ACTD into one of the eight Joint Warfare Capability (JWCA) Domains (Appendix B-1). Each fiscal year (FY), DUSD (AS&C) requests from each Combatant Commander and Service an ACTD candidate prioritization submission by April. USEUCOM, in turn, requests from selected USEUCOM Staff Directorates and all USEUCOM Service Components a prioritization of new FY ACTDs. USEUCOM Staff Directorates and USEUCOM Component ACTD prioritization submissions are provided to USEUCOM ECJ5-S after obtaining their respective GO/FO approval (Appendix A-4, Figure 3). USEUCOM ECJ5-S will consolidate all USEUCOM Staff Directorate and Component GO/FO-approved ACTD prioritization submissions. Once consolidated and analyzed, ECJ5-S will forward to ECJ5 to the USEUCOM CoS to endorse the "United States European Command (USEUCOM) Prioritization of Fiscal Year (FY) 20xx Advanced Concept Technology Demonstration (ACTD) Candidates Memorandum (Appendix C-1)" The CoS will forward this memorandum to DUSD (AS&C) for consolidation and analysis with other Theater, Service and Agency submissions. USEUCOM Staff Directorates and Service Components will prioritize the new FY ACTDs using the template provided in (Appendix A-4, Figure 3). The Joint Vision 2020, CJCSI 3170.01B (15 April 01), USEUCOM Requirements Generation System's Integrated Priority Listing (IPL), Part One will be used during the prioritization process for guidance. The USEUCOM IPL, Part One, will be used as the main guidance documents to ensure Theater needs are fully addressed.

2. **DUSD AS&C ACTD Formulation and Submission Milestones.** Appendix A-2, Figure 2, and the subsequent written explanation is to be used as a guideline for following the annual ACTD selection process:

MILESTONE	Sep	O c t	N o v	D e c	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct
DUSD (AS&C) Data Call	▲													
Proposals to DUSD (AS&C)					▲									
USD AT/ BC Reviews					▲	▲	▲							
Congressional Status Review								▲						
Joint Staff Review								▲	▲	▲	▲	▲		
Prioritized List to Congress												▲	▲	
DUSD (AS&C) Final Scrubs												▲	▲	▲
USD (AT) & VCJCS Approval													▲	▲
														▲

Figure 2: ACTD Selection Process Progress Bar Chart

- a. September: DUSD (AS&C) issues an ACTD data call to warfighters and Research and Development (R&D) communities.
- b. January: ACTD proposals from warfighters and R&D communities are due to DUSD (AS&C).
- c. January – March: Under Secretary of Defense (USD) Acquisition and Technology (AT) and Breakfast Club (BC) initially reviews all ACTD proposals. USEUCOM and Component Commanders prioritize ACTD proposals.
- d. April: DUSD (AS&C) provides Congress a status review of new ACTD proposals.
- e. April - June: BC reviews all ACTD proposals again to ensure technical feasibility, adequate funding and scheduling timeline can be obtained.
- f. June – August: Joint Staff reviews remaining ACTD proposals from BC review.
- g. August: JROC receives ACTD priority listing from DUSD (AS&C), which represents the select few remaining ACTDs collectively ranked by DUSD (AS&C)/Combatant Commander/Service/Agency.

**APPENDIX A**  
**ACTD Selection Process**

h. September: After JROC approval, the list of the remaining select few prioritized ACTDs is forwarded to Congress for appropriation and authorization.

i. August - October: DUSD (AS&C) conducts a final scrub of all new FY ACTDs surviving the selection process.

j. October: USD (AT) and Vice Chairman of the Joint Chiefs of Staff (VC JCS) review and approve the final new FY ACTD selections.

k. October: DUSD (AS&C) announces the new FY ACTDs usually via e-mail and/or official record message.

3. **DUSD (AS&C) ACTD Selection Criteria.** The following list is used by DUSD (AS&C) when implementing the ACTD selection Process:

- a. Developer's ACTD is mature.
- b. Completion time is two to four years.
- c. Lead Service is designated.
- d. Sponsorship is identified and assigned.
- e. Funding is sufficient.
- f. Demonstrations and/or exercises are identified to provide military assessment.
- g. Risks identified.
- h. Response to a priority military need.
- i. Developer provides essential ACTD submission criteria.

4. **USEUCOM Staff and Service Component Prioritization Spreadsheet Template.**

Annually, USEUCOM submits new ACTD candidate rankings to DUSD (AS&C). USEUCOM requires selected USEUCOM Staff Directorates and Component Commanders to participate in this process to ensure the appropriate new technologies are considered for future USEUCOM theater sponsorship. Selected USEUCOM Staff Directorates and Component Commanders will use the table below (Appendix A-4, Figure 3) during the new ACTD prioritization process. Submissions are normally due in April each year.

<b>USEUCOM STAFF or SERVICE COMPONENT</b>			
<b>RANKING</b>	<b>ACTD PROGRAM TITLE</b>	<b>ACTD DESCRIPTION / IPL #</b>	<b>GO/FO APPROVAL</b>
<b>1</b>	ACTD #1	Satisfies USEUCOM IPL # 1. Defined as...	Y
<b>2</b>	ACTD #2	Satisfies USEUCOM IPL #2. Defined as...	Y
<b>3</b>	ACTD #3	Satisfies USEUCOM IPL #5. Defined as...	Y
<b>4</b>	ACTD #3	Satisfies USEUCOM IPL #7. Defined as...	Y

Figure 3: USEUCOM Staff and Service Component Prioritization Spreadsheet

1. Intelligence, Surveillance and Reconnaissance (ISR). Assess ISR tasking, collection, processing, exploitation, and dissemination capabilities that enable satisfaction of the Joint Force Commander's information requirements to gain and sustain Full Spectrum Dominance. ISR also plays a prominent role within the Joint Vision 2020 key enabler, Information Superiority.
2. Dominant Maneuver. Assess capabilities that enable joint forces to gain advantage with decisive speed and agility by scaling and massing force or forces and the effects of lethal or non-lethal fires through the application of information, deception, engagement, mobility and counter-mobility capabilities.
3. Focused Logistics. Through the lens of Logistics Transformation, effectively link all logistics functions in the following areas: Force Health Protection, Joint Deployment and Rapid Distribution, Joint Theater Logistics Management, Agile Infrastructure, Multinational Logistics, and Information Fusion.
4. Communications and Computer Environment. Assess Joint architectures and program requirements, and the capabilities of Joint, Combined and Coalition warfighters to transport, control, manage, protect, defend, and process information across the Global Information Grid, to ensure interoperability and integration, as well as conformance with the information environment goals of Joint Vision 2020.
5. Full Dimensional Protection. Assess joint warfighting capabilities to protect joint force personnel and other assets required to decisively execute assigned tasks through the tailored selection and application of multi-layered active and passive measures across the range of military operations with an acceptable level of risk.
6. Strategic Deterrence. Assess warfighting requirements and capabilities to deter potential adversaries from taking hostile actions against U.S. or Allied interests. Includes credible nuclear and conventional forces, Weapons of Mass Destruction (WMD) counter-proliferation efforts, military engagement activities, and posture of forward-based and deployed U.S. forces.
7. Precision Engagement. Assess operations that link sensors, delivery systems, and effects. It includes the spectra of kinetic to non-kinetic weapons, lethal to non-lethal effects, and peacetime to wartime operations. Its actions may include conventional, special operations, or information operations forces.
8. Information Superiority. Assess capabilities that enable joint forces to gain and sustain information superiority in order to achieve decision superiority using Command and Control (C2) functions and Information Operations (IO) across the entire spectrum of military operations. By integrating C2, IO, ISR and the communication and computer environment, IS enables the full potential of Dominant Maneuver, Precision Engagement, Full Dimensional Protection, Focused Logistics, and Strategic Deterrence.

**APPENDIX C**  
**ACTD Prioritization Candidates Memo Template**

**ED 56-18**

1. **ACTD Candidates Prioritization Memo Template**. The following is to be used for guidance when drafting the United States European Command (USEUCOM) Prioritization of Fiscal Year (FY) 20xx Advanced Concept Technology Demonstration (ACTD) Candidates Memorandum:



**HEADQUARTERS**  
**UNITED STATES EUROPEAN COMMAND**  
Office of the Chief of Staff  
**UNIT 30400**  
**APO AE 09131**

ECCS

xx Xxxx 20xx

MEMORANDUM FOR Mr. John S. Doe, Deputy Under Secretary of Defense (Advanced Systems and Concepts), Pentagon, Washington, D.C. 20301-3000

SUBJECT: United States European Command (USEUCOM) Prioritization of Fiscal Year (FY) 20xx Advanced Concept Technology Demonstration (ACTD) Candidates

1. This memorandum provides USEUCOM's prioritization of the top xx FYxx ACTD candidates. The prioritization is based on theater capability shortfalls identified in Section I of the Commander European Command FYxx-xx Integrated Priority List. This list is provided to assist you and the Joint Requirements Oversight Council in the final selection of FYxx ACTD programs:

- a. ACTD # 1
- b. ACTD # 2
- c. ACTD # 3

2. The point of contact for this action is (ACTD Oversight Manager's Name), ECJ5-S, DSN 430-5277/5278 or COMM 49-0711-680-5277/5278.

CHIEF OF STAFF'S NAME  
Rank and Service Abbreviation  
Chief of Staff

APPENDIX D  
ACTD Sponsorship LOI Memo Template

1. ACTD Sponsorship LOI Memo Template. The following is to be used for guidance when drafting the United States European Command (USEUCOM) Sponsorship Letter of Intent (LOI) for FY0x Advanced Concept Technology Demonstration(s) (ACTDs).



HEADQUARTERS  
UNITED STATES EUROPEAN COMMAND  
Office of the Chief of Staff  
UNIT 30400  
APO AE 09131

ECCS

xx Xxxx 200x

MEMORANDUM FOR Ms. Jane S. Doe, Deputy Under Secretary of Defense (Advanced Systems and Concepts), Pentagon, Washington, D.C. 20301-3000

SUBJECT: United States European Command (USEUCOM) Sponsorship Letter of Intent (LOI) for FY0x Advanced Concept Technology Demonstration(s) (ACTDs)

1. The United States European Command (USEUCOM) or USEUCOM Component Commander intends to serve as the Sponsor or Operational Manager (OM) for the following ACTDs if Congressional authorization and appropriations are allocated to:

a. ACTD # 1...

2. USEUCOM reviewed paperwork associated with each of the selected ACTD for sponsorship. (ACTD X's) total life cycle is (X) years. (X) to (X) years are dedicated to development, integration, and demonstrations. An additional one to two years is allotted for transition processes. At the conclusion of the demonstration cycle, USEUCOM will provide a MUA to determine if the ACTD meets military utility.

3. Currently, each ACTD program requires support funding for a full-time in-theater contractor to assist in ACTD Operational Management activities.

4. The point of contact for this action is (ACTD Oversight Manager's Name), ECJ5-S, DSN 430-5277/5278 or COMM 011-49-0711-680-5277/5278.

CHIEF OF STAFF'S NAME  
Rank and Service Abbreviation  
Chief of Staff

**APPENDIX E**  
**Implementation Directive Template**

**ED 56-18**

1. **Implementation Directive Template**. The following is to be used for guidance when drafting or reviewing USEUCOM ACTD Implementation Directives:

Approval Signatory Page:

- At a minimum, provide signature blocks for DUSD (AS&C), Joint Staff Lead Service and principal user sponsor.

Cover Page: Title Page with ACTD Implementation Directive Title

Page i: Table of Contents

Page ii: Executive Summary

- Provide ACTD's:
  - Name
  - Total duration
  - Objectives
  - Transition information
  - Succinct listing of key participants
  - Major milestones
  - Estimated funding

**Chapter 1 – ACTD Description and Objectives**

Page x:

- Provide ACTD's:
  - Name
  - Description succinctly
  - Objectives
  - Why Theater needs ACTD

**Chapter 2 - Approach**

Page x:

- Succinctly discuss:
  - Total duration (Development to MUA)
  - Development Phase activities
  - Demonstration Phase activities
  - Expected deliverables after the MUA

**APPENDIX E  
Implementation Directive Template**

- Conclusion of ACTD with USEUCOM MUA Report
- Two-year follow-on O&S funding

**Chapter 3 – ACTD Transition**

Page x:

- Succinctly provide:
  - Organization to lead transition/acquisition activities
  - Expected timeframe to commence transition/acquisition activities

**Chapter 4 – Key Participants, Roles and Responsibilities**

Page x:

- At a minimum, succinctly provide:
  - Key Participants with roles and responsibilities
    - DUSD (AS&C)
    - OM
    - TM
    - XM
    - Lead Service
    - Main Developer(s)
    - Operational Sponsor
    - OTA

**Chapter 5 – ACTD Schedule**

Page x:

- Provide:
  - In Microsoft Project (or similar progress bar chart format software) a forecasted schedule report (Appendix E-3, Figure 4) to include:
    - ACTD Name
    - Date of Schedule
    - Abbreviated activities and description (major milestones and dates to include: pre-ACTD activities, development, research and development testing, operational demonstrations, documentation, OTA testing, and MUA.)
    - Start to finish activity dates in bar-line format
    - Date scale in quarterly format by year from start to finish
    - Legend

**APPENDIX E  
Implementation Directive Template**

**ED 56-18**

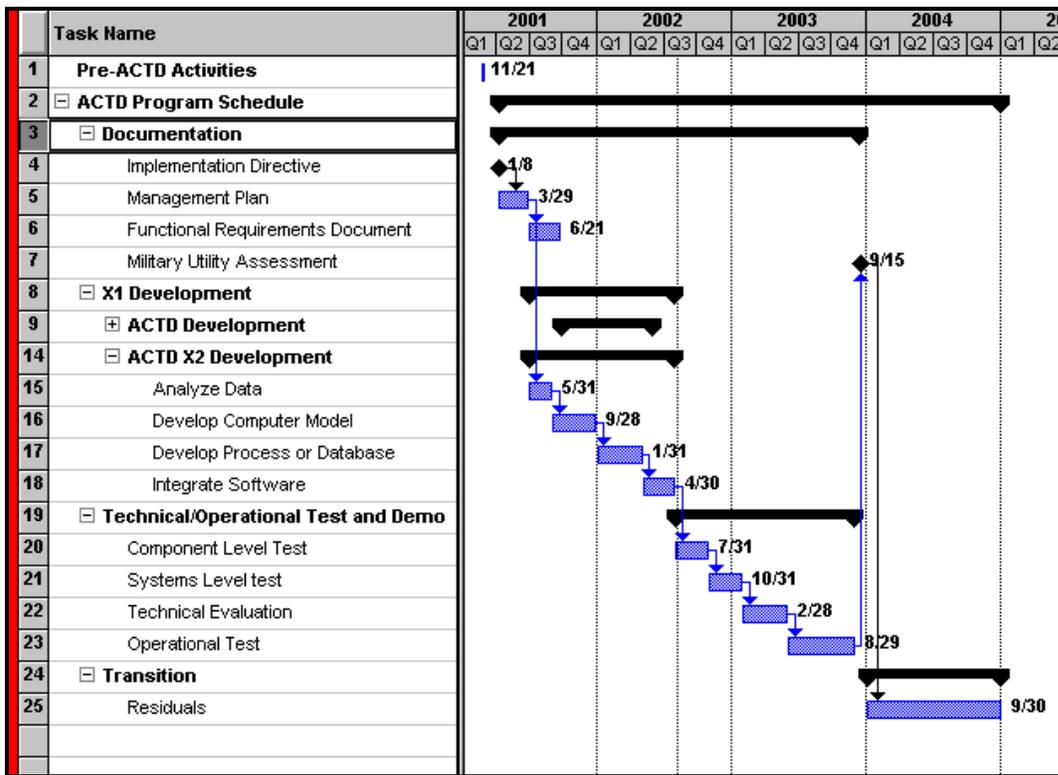


Figure 4: Implementation Directive Progress Bar Chart

**Chapter 6 – Estimated Funding**

Page x:

- Provide in chart format:
  - Funding sources
  - Funding dollars (in millions)

Fiscal year

**Chapter 7 – Drafting of Management Plan**

Page x:

- Provide estimated start date, completion date, and author of the respective ACTD Management Plan.

## Appendix F Quarterly ACTD Report Templates

1. **Quarterly ACTD Report Templates.** The following three Figures (Appendix F, Figures 5-7) will be used by USEUCOM Staff Directorate's and Component Commander's OMs when submitting Quarterly ACTD reports to the USEUCOM ACTD Oversight Manager (ECJ5-S):

Sponsoring Directorate or Component <b>Advanced Concept Technology Demonstration</b> Title    FYxx Program																																																																																																																																																																																																																																																																																																																																																																																																							
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<p style="text-align: center;"><b>Concept</b></p> <div style="border: 1px solid black; background-color: yellow; padding: 10px; min-height: 150px;">                     Insert ACTD Concept information here. Pictures and text are acceptable.                 </div>	<p style="text-align: center;"><b>Deliverables</b></p> <ul style="list-style-type: none"> <li>• Deliverable # 1</li> <li>• Deliverable # 2</li> <li>• Deliverable # 3</li> <li>• Deliverable # 4...</li> </ul> <p style="text-align: center; margin-top: 20px;"><i>The Schedule below must list the ACTD's Implementation Directive date to MUA.</i></p>																																																																																																																																																																																																																																																																																																																																																																																																						
<p><b>Program Status:</b> On-track or Off-track</p> <p><b>Current Activities:</b> List current on-going activities.</p> <ul style="list-style-type: none"> <li>• Activity # 1</li> <li>• Activity # 2</li> <li>• Activity # 3...</li> </ul> <p><b>Issues/Concerns:</b> List major issues or concerns.</p> <p style="font-size: small;">Date: ## MMM 200X</p>	<p style="text-align: center;"><b>Schedule</b></p> <table border="1" style="width: 100%; border-collapse: collapse; font-size: x-small;"> <thead> <tr> <th rowspan="2">Task</th> <th>Apr</th><th>May</th><th>Jun</th><th>Jul</th><th>Aug</th><th>Sep</th><th>Oct</th><th>Nov</th><th>Dec</th><th>Jan</th><th>Feb</th><th>Mar</th> <th colspan="4">FY04</th> </tr> <tr> <th>02</th><th>02</th><th>02</th><th>02</th><th>02</th><th>02</th><th>02</th><th>02</th><th>02</th><th>03</th><th>03</th><th>03</th> <th>03</th><th>03</th><th>03</th><th>04</th> </tr> </thead> <tbody> <tr> <td>Implement Directive</td> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> <td></td><td></td><td></td><td></td> </tr> <tr> <td>OSB Signature</td> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> <td></td><td></td><td></td><td></td> </tr> <tr> <td>Management Plan</td> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> <td></td><td></td><td></td><td></td> </tr> <tr> <td>OSB signature</td> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> <td></td><td></td><td></td><td></td> </tr> <tr> <td>United EUCOM Demo</td> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> <td></td><td></td><td></td><td></td> </tr> <tr> <td>Nov 01</td> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> <td></td><td></td><td></td><td></td> </tr> <tr> <td>Functional Rpt/In Doc</td> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> <td></td><td></td><td></td><td></td> </tr> <tr> <td>Demo/End #1</td> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> <td></td><td></td><td></td><td></td> </tr> <tr> <td>Apr 02</td> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> <td></td><td></td><td></td><td></td> </tr> <tr> <td>Demo/End #2</td> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> <td></td><td></td><td></td><td></td> </tr> <tr> <td>Sep 02</td> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> <td></td><td></td><td></td><td></td> </tr> <tr> <td>Demo/End #3</td> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> <td></td><td></td><td></td><td></td> </tr> <tr> <td>Apr 03</td> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> <td></td><td></td><td></td><td></td> </tr> <tr> <td>Demo/End #4</td> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> <td></td><td></td><td></td><td></td> </tr> <tr> <td>Sep 03</td> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> <td></td><td></td><td></td><td></td> </tr> <tr> <td>Final IRI by Assess</td> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> <td></td><td></td><td></td><td></td> </tr> <tr> <td>Jan 04</td> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> <td></td><td></td><td></td><td></td> </tr> </tbody> </table> <p style="font-size: x-small; margin-top: 5px;">                 Δ Fig. Mile: line    ▲ Compl. 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Figure 5: USEUCOM Quarterly Quad Chart

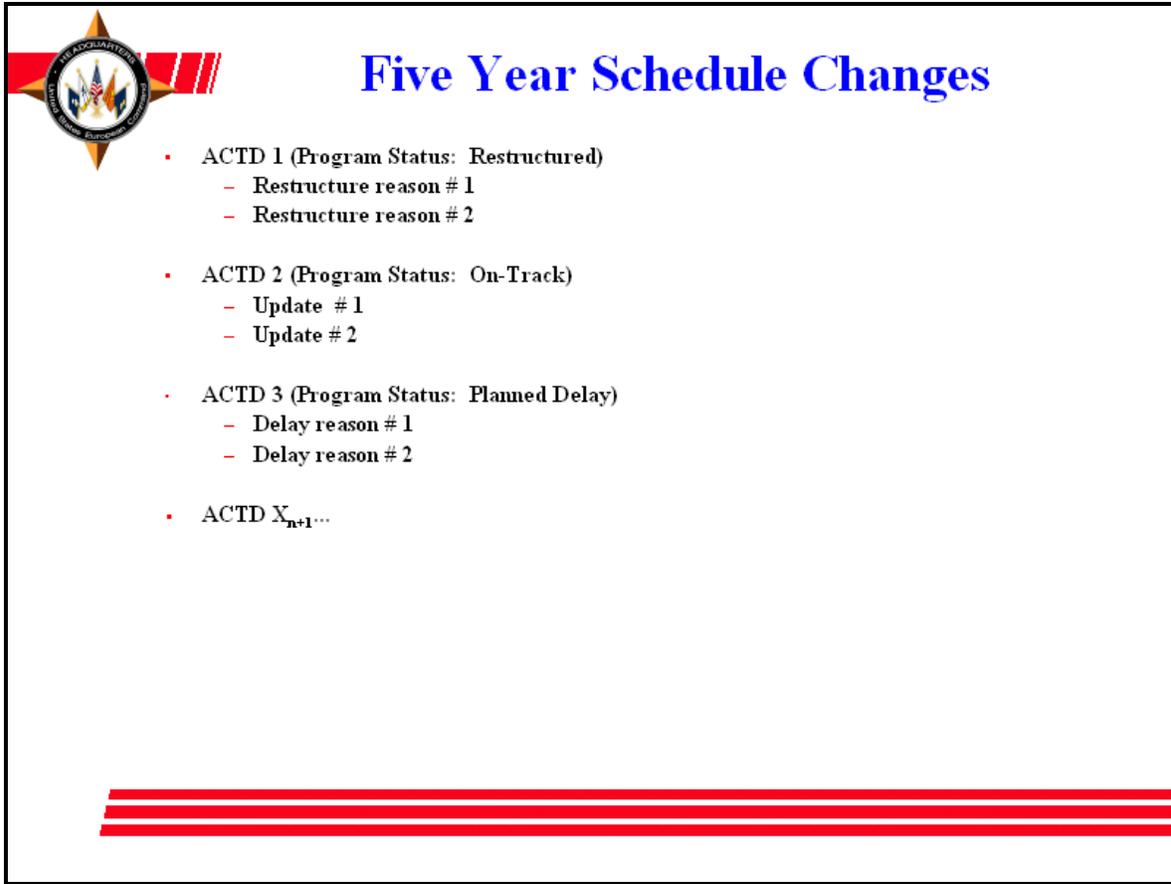


Figure 6: USEUCOM Quarterly Update of the ACTD Executive Summary



**APPENDIX G**  
**Management Plan Template**

**ED 56-18**

1. **Management Plan Template**. The following is to be used for guidance when drafting or reviewing USEUCOM ACTD Management Plans:

Signatory Page(s):

- At a minimum, provide signature blocks for and DUSD (AS&C), Joint Staff, Lead Service, principal user sponsor and participating development organizations.

Cover Page: Title and Classification (if necessary)

Endorsements Page(s)

- Provide signature block for co-sponsoring Combatant Commanders, Operational Support components, Supporting PMs or developers, Test Facility Commander(s) and other planned participants.

Page i: Table of Contents

Page 1: Executive Summary

**Chapter 1 - Objectives**

Page x:

- Define need statement
- Describe capability
- Define post-ACTD objective

**Chapter 2 - Overall Approach**

Page x:

- Describe proposed demonstration
- Describe system element(s)
- Describe simulation(s)
- Summarize schedule and funding

**Chapter 3 - Concept and Technical Approach**

Page x: Scenarios and Notional Concept of Operations

Page x: Tactics / Operational Concepts

Page x: ACTD Deliverables

- Define system elements
- Define availability dates
- Define top-level performance of each element

Page x: Measures of Success

- List Measures of Effectiveness (MoEs) & Measures of Performance (MoPs)

Page x: Technical Risk Assessment

- Define user, developer and OTA
- Discuss technical risk

Page x: Affordability

- Draft Life-Cycle Cost (LCC) matrix
- Consider affordability

Page x: Interoperability

- Define interoperability with other system(s)
- Define interoperability strategy

Page x: Demonstration Target and Military Equipment

- Operational equipment to be used

Page x: Training

- Define user training
- Consider embedded system training, if applicable

Page x: Participating Forces

- Identify Users
- Operational Forces (OPFOR) requirement
- Allied participation involvement and/or requirement
- List Allied agreement(s)
- Identify test organizations and participation
- Identify site or range facilities

**Chapter 4 - Programmatic and Organizational Approach**

Page x: Organization, Roles and Responsibilities

- Define Oversight Group's roles and responsibilities
- Identify Oversight Groups' membership
- Executive Agent's (EA) roles and responsibilities
- Identify EA
- User Sponsor's roles and responsibilities
- Identify User Sponsor
- OM roles and responsibilities
- Identify OM
- TM roles and responsibilities
- Identify TM
- XM roles and responsibilities
- Identify XM

Page x: Acquisition and Contracting Strategies

- Define acquisition and contracting strategies

Page x: Critical Events

- List major milestones

Page x: Management Reviews

- Identify management review periodicity to review technical accomplishments, issues for resolution, breaches in base-line program and funding execution.

Page x: Residual Operational Capability

- Identify residual capability
- Identify residual capability quantity
- Identify residual capability's technical support

Page x: Transition Plan

- Define plan for assessment of utility
- List responsibilities for assessment of utility
- List supportability of residuals addressed
- Define contracting strategy
- Describe the development of requirements plan

Page x: Safety and Hazard Assessment

**APPENDIX G  
Management Plan Template**

- Address safety and hazards considerations

Page x: Schedule, Funding and Modifications

- Provide overall ACTD schedule
- Provide overall funding spreadsheet
- List modification guidelines
- List all required funding
- List funding committed sources
- Identify DUSD (AS&C) funding support
- Identify funding procedures to Program Elements (PE) and Project levels
- Identify funding line for residual technical support
- Include sponsor's agreement to provide two years of O&S funding

**APPENDIX H**  
**Functional Requirements Document (FRD) Template**

**ED 56-18**

1. **Functional Requirements Document Template**. The following is to be used for guidance when drafting or reviewing USEUCOM ACTD FRDs:

Signatory Page: (Appropriate USEUCOM Staff Directorate)

Cover Page: Title Page with FRD Report Title

Page i: Table of Contents

Page ii: Executive Summary

- Succinctly provide:
  - ACTD name
  - ACTD description
  - ACTD objective
  - Systems, Functions and Concept for Operations

**Chapter 1 – ACTD Description**

Page 1:

- Provide:
  - ACTD name
  - ACTD description
  - Total ACTD life-cycle
  - Change(s) to FRD caveat based upon refinement to program execution

**Chapter 2 – ACTD Mission**

Page x:

- Match mission with JWCA domain (Appendix B) and elaborate against the ACTD. (Note: This chapter may be excluded if its inclusion makes the overall document classified.).

**Chapter 3 – Program Objective(s)**

Page x:

- Succinctly provide the ACTD program objective(s)

**Chapter 4 – Reference Documentation**

Page x:

- List all applicable reference documentation to include:
  - Implementation Directive
  - Management Plan
  - Concept of Operation (CONOP)

**Chapter 5 – Systems, Functions and Concept of Operations**

Page x:

- List all:
  - ACTD systems and sub-systems
  - ACTD system and subsystem functions
  - ACTD concept of employment
  - Mission planning and execution
  - Intended ACTD users
  - User training

**Chapter 6 – FRD Summary**

Page x:

- Provide a succinct summary statement of the ACTD’s system and subsystem functions with the caveat that FRD updates will further refine coarse FRD details.

**APPENDIX I**  
**Military Utility Assessment (MUA) Template**

**ED 56-18**

1. **Military Utility Assessment (MUA) Template**. The following is to be used for guidance when drafting or reviewing USEUCOM ACTD MUAs:

Signatory Page:

- At a minimum, provide signature blocks for and DUSD (AS&C), Joint Staff, Lead Service, principal user sponsor and participating development organizations.

Cover Page: Title Page with MUA Report Title

Page i: Table of Contents

Page ii: Executive Summary

- Provide:
  - ACTD name
  - ACTD commencement date
  - What the ACTD will provide
  - What the MUA demonstrated
  - What shortfalls the MUA demonstration revealed
  - Residuals and where located

**Chapter 1 – Introduction**

Page x:

- Provide:
  - ACTD name
  - ACTD commencement date
  - Sponsors (list DUSD (AS&C), OM, TM, XM, Lead Service, and Developers)
  - ACTD Objectives (succinctly list from Management Plan)

**Chapter 2 - ACTD Military Need**

Page x:

- Discuss:
  - Why Theater needs ACTD
  - Identify where need is documented: JV 2020, EUCOM IPL, JMRR, etc.
  - Advantage of ACTD in Theater

**Chapter 3 - ACTD Activities**

Page x:

- Provide:
  - ACTD Schedule (Phase I to MUA)
  - ACTD exercise(s) participation
  - Test dates with succinct results
  - Testing location
  - Transition plans and/or Residuals
  - Residual location(s)

**Chapter 4 – Conclusion**

Page x:

- Conclude with:
  - Military Utility met/not met
  - List of met objectives
  - List of shortfalls

**Appendices**

- Provide:
  - POCs (Names, addresses, e-mail addresses, phone numbers, and fax numbers)
  - Value added information

**APPENDIX J**  
**Glossary of Acronyms**

**ED 56-18**

**A**

ACTD	Advance Concept Technical Demonstration
ACTD OS Manager	ACTD Oversight Manager
AO	Action Officer
AT	Acquisition and Technology

**B**

BC	Breakfast Club
----	----------------

**C**

C2	Command and Control
C3I	Command, Control, Communications and Intelligence
CONOP	Concept of Operations
CoS	Chief of Staff

**D**

DDR&E	Director, Defense Research and Engineering
DoD	Department of Defense
DUSD (AS&C)	Deputy Under Secretary of Defense (Advanced Systems and Concepts)

**E**

EA	Executive Agent
ECJ5	EUCOM Plans and Policy Directorate
ECJ5-S	EUCOM Strategy, Resources, and Congressional Affairs Division
EUCOM	European Command

**F**

FRD	Functional Requirements Document
FY	Fiscal Year

**G**

GO/FO	General Officer/Flag Officer
-------	------------------------------

**H**

HQ                      Headquarters

**I**ICW                      In Conjunction With  
IPL                      Integrated Priority List  
IO                        Information Operations  
ISR                      Intelligence, Surveillance and Reconnaissance**J**JROC                    Joint Requirements Oversight Council  
JWCA                    Joint Warfighting Capability Assessment**L**LCC                      Life-Cycle Cost  
LOI                      Letter of Intent**M**MIPR                    Military Interdepartmental Purchase Request  
MoE                      Measures of Effectiveness  
MoP                      Measures of Performance  
MUA                      Military Utility Assessment**O**OM                        Operational Manager  
OPFOR                    Operational Forces  
O&S                      Operation and Support  
OS                        Oversight  
OSD                      Office of the Secretary of Defense  
OTA                      Operational Test Agency  
OTE                      Operational Testing and Evaluation

**APPENDIX J**  
**Glossary of Acronyms**

**ED 56-18**

**P**

PE Program Elements  
PMO Program Management Office  
POC Point of Contact

**R**

R&D Research and Development

**S**

SME Subject Matter Expert  
SSRS Staff Summary Routing Sheet

**T**

TM Technical Manager

**U**

USD Under Secretary of Defense  
USEUCOM United States European Command

**W**

WMD Weapons of Mass Destruction

**X**

XM Transition Manager

**APPENDIX K**  
**Glossary of Terms**

- a. **Advanced Concept Technology Demonstration (ACTD)** – Streamlined acquisition program designed to rapidly develop, demonstrate and field technological capabilities to meet Combatant Commander warfighting requirements.
- b. **ACTD Sponsorship Letter of Intent (LOI)** – Formal User Sponsor commitment indicating to DUSD AS&C and the Joint Requirements Oversight Council (JROC) command sponsorship intent for a specific ACTD candidate.
- c. **Breakfast Club (BC)** – Reviews ACTD proposals and membership is comprised of representatives from: DUSD (AS&C); Joint Staff; select DoD Agencies; all services with senior Science and Technology members; select Service Operations Departments; Command, Control, Communications and Intelligence (C3I), and the Director of Defense Research and Engineering (DDR&E).
- d. **Component Commander Sponsorship** – Designated Theater Commander responsible for providing resource support to a specific ACTD.
- e. **Deputy Under Secretary of Defense (DUSD) for Advanced Systems and Concepts (AS&C)** – Lead for the Secretary of Defense responsible for ACTD program lifecycle events including program advocacy and initiation, funding, oversight management and transition.
- f. **Functional Requirements Document** - Defining document to state requirements for a USEUCOM sponsored ACTD. Requirements stated are for the operational community and developers to clarify expectations and state success criterion.
- g. **Lead Service/Agency** – Lead Service/Agency with Title 10 Acquisition Authority for transition of successful ACTDs into the acquisition process.
- h. **Implementation Directive** – Executive level document formalizing the commitment key participants to a new ACTD’s organizational responsibilities, program deliverables, schedule and funding.
- i. **Integrated Priority List** - Formal communication to the Secretary of Defense from the combatant commanders on their high-priority operational requirements, shortfalls, and specific concerns. Commander European Command IPL Section I identifies and prioritizes theater capability shortfalls and technology requirements that may be solved by the ACTD process or any number of other forums that address warfighting requirements.
- j. **Measure of Evaluation/Measure of Performance (MoE/MoP)** – Metrics or parameters used to establish baseline standards and/or criteria of performance for use in a MUA.

**APPENDIX K**  
**Glossary of Terms**

**ED 56-18**

- k. **Management Plan** – High-level document that details ACTD program execution necessary to successfully execute an ACTD’s development, demonstration and utility assessment.
- l. **Mature Technology** – Conceivable ACTD technology to be completed within a: scheduled two to four year period, set budget, and obtainable low to medium risk engineering programs.
- m. **Military Utility Assessment (MUA)** – Report prepared by the Operational Manager and Deputy Operational Manager for USEUCOM CoS signature to conclude ACTD sponsorship responsibilities. The MUA report states whether the ACTD has been determined to have military utility and is forwarded to DUSD (AS&C). If military utility is determined, one option may be to transition the ACTD into the formal acquisition and fielding process.
- n. **Operational Manager (OM)** – The Sponsoring USEUCOM Staff Directorate or Operational Management Component Commander assign OMs to implement ACTD Operational Management duties. OMs report ACTD schedule, funding and deliverables program issues to the USEUCOM Oversight Manager.
- o. **Operational Management** – Those duties assigned to the USEUCOM Staff Directorate and Component Commander OMs. OM duties encompass the day-to-day planning, coordination and execution of activities directed toward a successful ACTD MUA.
- p. **Operational Test Agency (OTA)** – Independent organization to provide ACTD testing and evaluation support that leads to the assessment of military utility for an ACTD. In most cases, User Sponsors request OTA support.
- q. **Oversight Committee** – Executive panel Chaired by DUSD (AS&C) and, in USEUCOM, Co-chaired by the CoS. Panel includes: Assistant DUSD (AS&C), TM and Lead Service for each ACTD. Panel meets annually to review USEUCOM ACTD program status and resolve deliverable, scope, funding and schedule issues, as required.
- r. **Oversight Support Manager** - Key USEUCOM participant to provide ACTD Oversight Management support for activities related to the DUSD (AS&C) ACTD program within the USEUCOM Theater.
- s. **Technical Manager / Program Manager**– Key participant responsible to DUSD (AS&C) and/or Lead Service/Agency for the planning, coordination and execution of all ACTD development activities.

APPENDIX K  
Glossary of Terms

t. **Transition Manager** – Key participant designated by the Title 10 Acquisition Authority to transition ACTD technologies assessed to possess military utility and recommended for formal acquisition via an MUA.

u. **USEUCOM Directorate Sponsor** – Organization responsible to the CoS for execution of ACTD sponsorship activities.

v. **User Sponsor** – USEUCOM CoS represents the USEUCOM Commander as the ACTD User Sponsor to oversee operational program support of USEUCOM sponsored ACTD until an approved MUA.