



DEPARTMENT OF THE ARMY
Headquarters, U.S. Army Garrison Fort Monmouth
Fort Monmouth, New Jersey 07703-5101



REPLY TO
ATTENTION OF

SELFM-MWR

MEMORANDUM OF AGREEMENT
First Amendment

1. Reference HQDA letter 215-98-1 dated 10 June 1998, subject: **Morale, Welfare and Recreation Utilization, Support and Accountability (MWR USA) Practice.**
2. This memorandum of agreement (MOA) establishes the APF-authorized services to be provided by the Fort Monmouth MWR Fund IAW referenced policy, the APF funding to be provided to the Fort Monmouth MWR Fund for providing these services, and the obligation and payment schedule for APF payments to the Fort Monmouth MWR Fund.
3. This MOA is effective for FY-2003 (October 2002 through September 2003) and may be revised with the agreement of the individuals signing this MOA or their position successors. Funding agreed to in the MOA is subject to the availability of funds.
4. Add Paragraph r. Program Code HB – Physical Fitness Center. – Provide labor reimbursement for front desk personnel and lifeguards in the amount of \$185,006. Provide reimbursement of miscellaneous office supplies in the amount of \$8,317. Total amount of APF reimbursement being requested is estimated at \$193,323 and is projected in NAF Budget Department Code GL for Program Code HB.
5. Add Paragraph s. Program Code RH – Civilian Personnel Office – Recorded NAF employee labor, authorized for APF reimbursement, under Department Code GL as an APF Shortfall for FY-03 in the amount of \$165,608.
6. Revised Paragraph a. Program Code HC – Community Center. Recorded supplies authorized APF dollars under Department Code GL as an APF Shortfall for FY-03 in the amount of \$300.
7. Revised Paragraph b. Program Code JC – Auto Crafts. Recorded supplies authorized APF dollars under Department Code GL as an APF Shortfall for FY-03 in the amount of \$3,125.
8. Revised Paragraph c. Program Code JG – Child Development Center. Recorded supplies authorized APF dollars under Department Code GL as an APF Shortfall for FY-03 in the amount of \$18,000.

MEMORANDUM OF AGREEMENT
First Amendment

9. Revised Paragraph d. Program Code JN – Recreation Program Team. Recorded supplies authorized APF dollars under Department Code GL as an APF Shortfall for FY-03 in the amount of \$8,000.
10. Revised Paragraph g. Program Code QL – School-Age Services. Recorded supplies authorized APF dollars under Department Code GL as an APF Shortfall for FY-03 in the amount of \$8,450.
11. Revised Paragraph h. Program Code RF – Financial Management. Recorded supplies authorized APF dollars under Department Code GL as an APF Shortfall for FY-03 in the amount of \$21,542.
12. Revised Paragraph j. Program Code RU - Marketing. Recorded supplies authorized APF dollars under Department Code GL as an APF Shortfall for FY-03 in the amount of \$22,360.
13. Revised Paragraph k. Program Code JM – Youth Services/Middle School. Recorded supplies authorized APF dollars under Department Code GL as an APF Shortfall for FY-03 in the amount of \$4,525.
14. Revised Paragraph q. Program Code PD – Family Child Care. Recorded supplies authorized APF dollars under Department Code GL as an APF Shortfall for FY-03 in the amount of \$8,700.
15. The new total of APF reimbursement being requested for FY-2003 is \$1,784,312.
16. A total of \$260,610 has been recorded as APF shortfall for FY-03.
17. All other terms of the original Memorandum of Agreement dated 12 August 2002 remain unchanged.

SIGNED:



GLENN PERLAKOWSKI
Deputy Director of Morale, Welfare
and Recreation



SANDRA CORYELL
Director of Installation
Business Management



ANTHONY D. REYES
LTC, FA
Commanding

18 Nov 08

DATE



DEPARTMENT OF THE ARMY
Headquarters, U.S. Army Garrison Fort Monmouth
Fort Monmouth, New Jersey 07703 - 5101



REPLY TO
ATTENTION OF

SELFM-MWR

MEMORANDUM OF AGREEMENT

1. Reference HQDA letter 215-98-1 dated 10 June 1998, subject: **Morale, Welfare and Recreation Utilization, Support and Accountability (MWR USA) Practice**
2. This memorandum of agreement (MOA) establishes the APF-authorized services to be provided by the Fort Monmouth MWR Fund IAW referenced policy, the APF funding to be provided to the Fort Monmouth MWR Fund for providing these services, and the obligation and payment schedule for APF payments to the Fort Monmouth MWR Fund.
3. Total amount of APF reimbursement requested for FY-03 is \$1,590,989, which is listed in budget Departments GL.
4. This MOA is effective for FY-2003 (October 2002 through September 2003) and may be revised with the agreement of the individuals signing this MOA or their position successors. Funding agreed to in the MOA is subject to the availability of funds until such time as the installation receives its Funding Authorization Documents.
5. Those programs included in the MOA and the MWR USA Practice are:
 - a. Community Center - Program Code HC
 - b. Auto Crafts - Program Code JC
 - c. Child Development Center - Program Code JG
 - d. Recreation Program Team - Program Code JN
 - e. Recreation Operations Team - Program Code JP
 - f. Outdoor Recreation - Program Code KC
 - g. School-Age Services - Program Code QL
 - h. Financial Management - Program Code RF
 - i. Community Operations/Business Programs - Program Code RQ
 - j. Marketing - Program Code RU
 - k. Youth Services-Middle School - Program Code JM
 - l. Services Division - Program Code RE
 - m. CDS Coordinator's Office - Program Code PC
 - n. Supplemental/Outreach Services - Program Code PG
 - o. Office of the Director - Program Code RC
 - p. Trips 'n Tours Office - Program Code KD

q. Family Child Care – Program Code PD

6. The MWR Fund will provide APF-authorized services as outlined in the following paragraphs on behalf of the government to the Fort Monmouth MWR program and will receive APF payment for these services NTE \$. This estimate is recorded under NAF Department GL budgets by Program Codes.

a. Community Center - Provide salary for NAF employees at an estimated cost of \$14,328. Estimated cost is projected in NAF Department GL budget for Program Code HC.

b. Auto Crafts – Provide the salary for NAF employee positions at a cost of \$34,952. Estimated cost is projected in NAF Department GL budget for Program Code JC.

c. Child Development Center – Provide the salary for five (5) NAF employee positions, required but unable to hire on the APF side. Estimated cost is projected in NAF Department GL budget for Program Code JG in the amount of \$175,100.

d. Recreation Program Team - Provide the salary for one (1) NAF Administrative Assistant. Estimated cost is projected in NAF Department GL budget for Program Code JN in the amount of \$17,623.

e. Recreation Operations Team – Provide the salary for one (1) NAF Clerk position at a cost of \$28,930. Estimated cost is projected in NAF Department GL budget for Program Code JP

f. Outdoor Recreation – Provide the salary for employees at an estimated cost of \$194,946. This cost includes salary for Lifeguards that are utilized at all the recreational sites. Estimated cost is projected in NAF Department GL budget for Program Code KC.

g. School-Age Services -. Provide the salary for one (1) NAF Clerk. Total estimated cost of \$27,750 is projected in the NAF Department GL budget Program Code QL.

h. Financial Management. - Provide the services of an ISO for the entire MWR Directorate, at an approximate cost of \$103,211. Estimated cost is projected in the NAF Department GL budget for Program Code RF.

i. Community Operations/Business Programs - Provide for the salary of an Administrative Assistant to the Chief, Business Activities Division and for the Chief, Business Recreation and Lodging Division. Total estimated cost is projected in Department GL budget Program Code RQ for an amount of \$174,034.

j. Marketing. Provide the salary for two (2) NAF employees at a cost of \$96,819. Estimated cost is projected in NAF Department GL budget for Program Code RU.

k. Youth Services-Middle School – Provide the salaries of six positions authorized under the Middle School Initiative. Provide the salary for the Youth Services Director,

Operations Clerk, Youth Education Supervisory Director, Computer Lab Instruction, and a Homework Teacher. Estimated cost is projected in NAF Department GL budget for Program Code JM in the amount of \$327,000.

l. Services Division – Provide for the salaries of Identification Checkers (ID Checkers) for Garrison locations. RDEC will provide reimbursement to the Garrison for ID Checkers operating in Myer Center with a projected estimate of \$17,940. Total estimated cost is projected in NAF Department GL budget for Program Code RE in the total amount of \$35,881

m. CDS Coordinator's Office - Provide the salary for CYS Coordinator and the CYS Administrative Assistant. Total estimated cost for this labor has been projected in Department GL budget in the amount of \$119,609 for Program Code PC.

n. Supplemental/Outreach Services – Provide the salary for the Outreach Services Director and Administrative Assistant. Estimated cost is projected in the NAF Department GL budget for Program Code PG in the amount of \$109,140.

o. Office of the Director – Provide the salary for one (1) NAF Administrative Support Assistant, RFT. The total of APF reimbursement request is estimated in Department GL budget for Program Code RC in the amount of \$36,906.

p. Trips 'n Tours Office - Provide the overhead labor cost for two (2) NAF employees to run the operation which benefits all of MWR. Estimated cost is projected in the NAF Department GL budget for Program Code KD in the amount of \$75,044.

q. Family Child Care - Provide the salary for the FCC Operations Clerk. Estimated cost is projected in Department GL budget for Program Code PD in the amount of \$19,716.

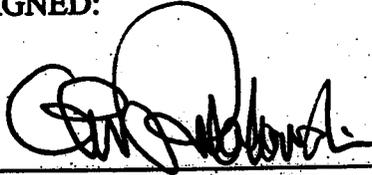
7. This MOA will remain in effect for FY-03. This agreement has the option of being updated/resubmitted annually until FY-08. This agreement may be revised by the individual signing this MOA or their position successors. Funding agreed to in this MOA is subject to the availability of funds until such time as HQ USAGFM receives its Funding Authorization Documents.

8. Funds will be obligated by the Director of Installation Business Management upon receipt of the installation Funding Authorization Document (FAD) and for the time period covered by the FAD, to correspond with the attached monthly/year-to-date schedule.

9. The Director, MWR, will provide monthly bills for these services NTE the amounts in the monthly/year-to-date schedule. Year-to-date cumulative amounts billed will not exceed the cumulative year-to-date APF obligations. Detailed NAF financial statements for Department GL for each program will be the substantiating documentation for the bills.

10 NAF Financial Services will maintain the details of all MWR USA expenditures. These records are available for audit as required or as determined by the Installation Commander.

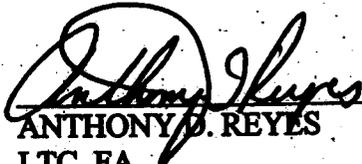
SIGNED:



GLENN PERLAKOWSKI
Deputy Director of Morale, Welfare
and Recreation



SANDRA CORYELL
Director of Installation
Business Management



ANTHONY S. REYES
LTC, FA
Commanding

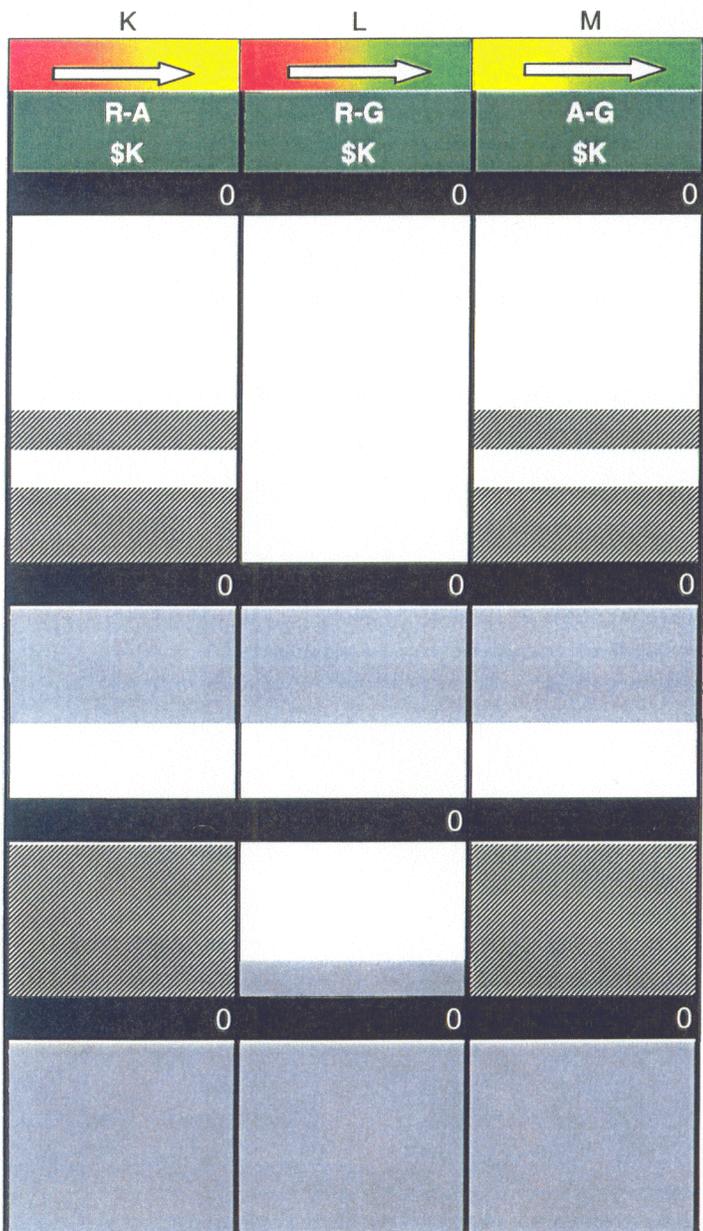
DATE: 12 Aug 02

	B	C	D	E	J
1					
2	Installation: Fort Monmouth, NJ			INPUT	Overall
3	MACOM:	G/A/R Standard	Remarks	Installation	Assessment
4	Region: NERO			Score	G/A/R
5	Child & Youth Services				C1
6	Quality: 1 - DoD Certification	7 4 0		7	Green
7	Quality: 2 - Accreditation	7 4 0		7	Green
8	Quality: 2 - Baseline Programming and Services	5-6 4 <=3		5	Green
9	Availability: 1 - ICYAP	6-7 5 <=4		7	Green
10	Availability: 2 - Space Metrics	5 3-4 <=2		5	Green
11	Availability: 3 - Youth Participation	5 (no Amber) 0		5	Green
12	Affordability: 1 - MDEP	6-7 4-5 <=3		6	Green
13	Affordability: 2 - Seamless Delivery	5 (no Amber) 0		5	Green
14	Affordability: 3 - NIBD	4 (no Amber) 0		4	Green
15	Army Community Service				C1
16	QACS Fully Executed (<i>Measured at MACOM only</i>)	>99% 98-99 <98%	Top Loaded from CFSC		NA
17	ACS Center Accredited	>=90% 65-89 <65%	Top Loaded from CFSC	Y	Green
18	Web-based Management Report Completed	>80% 60-79 <59%	Top Loaded from CFSC	Y	Green
19	Commander Survey	>=4.0 2.0-3.9 <2.0		4.7	Green
20	Staffing	>=90% 75-89 <75%		90.0%	Green
21	Army Family Action Plan				C1
22	Annual Installation Conference	Yes No		Y	Green
23	Installation Program Manager	Yes No		Y	Green
24	Installation Steering Committee	Yes No		Y	Green
25	Annual MACOM Forum (<i>Measured at MACOM only</i>)	Yes No	Measured at MACOM Level		
26	Sports & Fitness				C1
27	Staffing (<i># of APF & USA Civ FTE / total requirements</i>)	>=90% 75-89 <75%	Top Loaded from CFSC	90.0%	Green
28	Equipment	>=90% 75-89 <75%	Top Loaded from CFSC	90.0%	Green
29	Training	>= 90% 75-89 <75%	Top Loaded from CFSC	92.0%	Green
30	Programming	>=90% 75-89 <75%	Top Loaded from CFSC	98.0%	Green
31	Customer Satisfaction	4-5 3-3.9 <3	Top Loaded from CFSC	4.3	Green

32	Libraries				C1
33	Staffing (# of APF and USA civilian FTE)	>=90% 75-89 <75%		100.0%	Green
34	Training	>=90% 75-89 <75%		90.0%	Green
35	Materials Resources	>=90% 75-89 <75%		95.0%	Green
36	Automation	>=90% 75-89 <75%		95.0%	Green
37	Customer Satisfaction	4-5 3-3.9 <3		4.0	Green
38	Community Recreation (CR) Staffing				
39	Inst Staff Rqmt for CR1-CR6 (IAW Resource Drivers) *	See AppxA			
40	- Total # Staff On-Hand for CR1-CR6 Programs			27	
41	- Total RDS Staff On-Hand			33	
42	(If additional RDS staff is needed, indicate resource required)				
43	Inst Staffing Percentage (Staff On-Hand / Requirement)	>=90% 75-89 <75%			
44	CR 1: Arts and Crafts				C5
45	Staffing (# of APF and USA civilian FTE)	>=90% 75-89 <75%			NA
46	Equipment	>=90% 75-89 <75%			NA
47	Programming	>=90% 75-89 <75%			NA
48	Training	>=90% 75-89 <75%			NA
49	Customer Satisfaction	4-5 3-3.9 <3			NA
50	CR 2: Automotive Skills				C2
51	Staffing (# of APF and USA civilian FTE)	>=90% 75-89 <75%		92.0%	Green
52	Equipment	>=90% 75-89 <75%		95.0%	Green
53	Programming	>=90% 75-89 <75%		91.0%	Green
54	Training	>=90% 75-89 <75%		75.0%	Amber
55	Customer Satisfaction	4-5 3-3.9 <3		4.0	Green
56	CR 3: Outdoor Recreation				C2
57	Staffing (# of APF and USA civilian FTE)	>=90% 75-89 <75%		95.0%	Green
58	Equipment	>=90% 75-89 <75%		100.0%	Green
59	Programming	>=90% 75-89 <75%		98.0%	Green
60	Training	>=90% 75-89 <75%		75.0%	Amber
61	Customer Satisfaction	4-5 3-3.9 <3		4.1	Green
62	CR 4: Entertainment				C5

63	Staffing (# of APF and USA civilian FTE)	>=90% 75-89 <75%			NA
64	Equipment	>=90% 75-89 <75%			NA
65	Programming	>=90% 75-89 <75%			NA
66	Training	>=90% 75-89 <75%			NA
67	Customer Satisfaction	4-5 3-3.9 <3			NA
68	CR 5: Recreation Centers / CACs				C1
69	Staffing (# of APF and USA civilian FTE)	>=90% 75-89 <75%		100.0%	Green
70	Equipment	>=90% 75-89 <75%		98.0%	Green
71	Programming	>=90% 75-89 <75%		97.0%	Green
72	Training	>=90% 75-89 <75%		95.0%	Green
73	Customer Satisfaction	4-5 3-3.9 <3		4.0	Green
74	CR 6: Leisure Travel				C2
75	Staffing (# of APF and USA civilian FTE)	>=90% 75-89 <75%		100.0%	Green
76	(Intentionally left blank)				
77	Programming	>=90% 75-89 <75%		99.0%	Green
78	Training (Staff Certification)	>=90% 75-89 <75%		100.0%	Green
79	Customer Satisfaction	4-5 3-3.9 <3		3.9	Amber
80	Total Community Recreation				C3
81	Staffing (CR 1-6 + RDS)	>=90% 75-89 <75%	Avg (CR1-CR6) + RDS		NA
82	Accreditation	Yes No	CAPRA Visit 18 Nov 02	N	Red
83	Equipment	>=90% 75-89 <75%	Avg (CR1-CR5)	98%	Green
84	Programming	>=90% 75-89 <75%	Avg (CR1-CR6)	96%	Green
85	Training	>=90% 75-89 <75%	Avg (CR1-CR6)	86%	Amber
86	Customer Satisfaction	4-5 3-3.9 <3	Avg (CR1-CR6)	4.0	Green
87					
88	TOTAL FY01				

Protection Password: installation



0	0	0
0	0	0
0	0	0
0	0	5,000
		5,000
0	0	5,000
		5,000
0	0	0

