DEFENSE SECURITY COOPERATION AGENCY
2800 DEFENSE PENTAGON
WASHINGTON, D.C. 20301-2800

MEMORANDUM FOR DEPUTY UNDER SECRETARY OF THE AIR FORCE FOR
INTERNATIONAL AFFAIRS
DEPUTY ASSISTANT SECRETARY OF THE ARMY FOR
DEFENSE EXPORTS AND COOPERATION
DEPUTY ASSISTANT SECRETARY OF THE NAVY FOR
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INTELLIGENCE AGENCY
DEPUTY DIRECTOR FOR INFORMATION
ASSURANCE, NATIONAL SECURITY AGENCY

SUBJECT: Overseas Humanitarian, Disaster, and Civic Aid (OHDACA) Project Types,
(DSCA 21-02) [SAMM E-Change 519]

Effective immediately, this memorandum incorporates E-Change 519 into the Security
Assistance Management Manual (SAMM) by replacing paragraph C12.3.2. Project Types with
the attached revised paragraph. The revised paragraph C12.3.2. increases the minimal-cost
project amount from $15,000 to $30,000 and introduces the OHDACA-funded multi-lateral
training (MLT) project type.

If you have questions regarding this change, please contact Ms. Marie Kokotajlo, DSCA
Humanitarian Assistance, Disaster Relief, & Mine Action, at (571) 225-3927 or
marie.o.kokotajlo.civ@mail.mil. For general questions relating to the SAMM, please contact
Ms. Caroline Chin, at (703) 697-9073 or caroline.s.chin.civ@mail.mil. Implementing Agencies
should ensure dissemination to supporting activities. The SAMM is available at
https://samm.dsca.mil/.

Alan Gorowitz
Principal Director
Strategy, Plans and Programs

Attachment:
As stated

cc:
STATE/PM-RSAT
AFRICOM
CENTCOM
EUCOM
INDOPACOM
NORTHCOM
SOCOM
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MARCOR IP
SCETC
USCG International Affairs (G-CI)

Security Assistance Management Manual (SAMM), E-Change 519

OHDACA Project Types

1) Replace the existing section C12.3.2. with the following revised paragraphs:

C12.3.2. Project Types. Project developers will use the most appropriate project type for creating and nominating projects in OHASIS, in accordance with the authority and nature of the proposal. Available project types include Humanitarian Assistance (HA), Excess Property (EP), Humanitarian Mine Action (HMA), HA Minimal Cost Project (MCP), HA Umbrella and Subprojects, and Multi-Lateral Training (MLT). CCMDs must ensure that HCA requirements, which may appear to support HA purposes, are not nominated as HA proposals or funded with OHDACA.

C12.3.2.1. HA, EP, HMA Projects. HA, EP, and HMA project types will be used for project nominations of efforts that will benefit a single PN under 10 USC 2561 (HA), 10 USC 2557 (EP), and 10 USC 407 (HMA) respectively.

C12.3.2.2. HA Minimal Cost Projects (MCP). MCP are HA efforts under 10 USC 2561 costing $30,000 or less and do not provide any equipment, supplies or other items to a security force. Except for projects that transfer items to a security force, CCMDs may approve a MCP if CCMDS can effectively achieve project objectives at this cost, in accordance with OHDACA legal and policy requirements (See SAMM Section C12.4.4.). MCP must meet the same legal, policy, coordination, and management criteria, and are subject to the same requirements for Assessment, Monitoring, and Evaluation as other OHDACA-funded projects. In the immediate aftermath of a foreign disaster, CCMDs will notify ASD/SOLIC and DSCA before approving a MCP to ensure activities do not interfere with USG response or inadvertently undermine SecDef authorization for approval of DoD FDR (See DoDD 5100.46). The Chief, DSCA Building Partner Capacity Directorate (BPC) Humanitarian Assistance, Disaster Relief, & Mine Action (HDM)), in coordination with DASD/SHA may approve CCMD requests to increase the MCP approval limit if the CCMD provides sufficient justification.

C12.3.2.3. Umbrella and Subprojects. Umbrella projects group two or more interdependent or interrelated HA, EP, or HMA efforts in support of a single PN. CCMDs may use an Umbrella project to secure a single approval for all underlying efforts, rather than requesting separate approvals for each individual subproject. All subprojects will share a common justification, narrative, and overarching objective. When DSCA approves an Umbrella project, each sub-project included in the proposal is also approved. The CCMD must obtain written approval from DSCA to add any additional subprojects to an approved Umbrella, but CCMDs may cancel a subproject under an Umbrella at any time. Subprojects proposed for addition under an already-approved Umbrella project will be considered as out-of-cycle projects for purposes of legal and policy review prior to DSCA approval. The CCMD will include each subproject in the appropriate program year ABS (See SAMM Section C12.2.5.).

Following DSCA approval of the Umbrella, subprojects are individually funded by the CCMD, provided all legal and policy reviews are complete and documented in OHASIS. CCMDs execute and closeout each subproject independently. Umbrellas are used if an effort meets the criteria described below.

C12.3.2.3.1. Multiple, distinct projects supporting a single effort. If several distinct projects are designed to support an overarching objective, they may be grouped under an Umbrella. For example, a single HA-related facility upgrade effort may involve an engineer renovation project as well as an EP project to equip the facility; an effort to improve access to clean water in a region may involve several projects to install water wells throughout the PN; a complex engagement which entails multiple subsectors (e.g. education and health) or more than one DoD component implementer (e.g., U.S. Army Corps of Engineer (USACE) or Naval Facilities (NAVFAC) construction of an emergency management center and State Partnership Program (SPP) training of center personnel); or a lengthy PN engagement which requires phased events in separate FY budget years. Phased Umbrella projects may not span more than three consecutive fiscal years.

C12.3.2.3.2. Multiple substantially similar minimal-cost efforts. To the extent practical, CCMDs will combine multiple minimal-cost engagements with substantially similar scopes and which are to be executed in a single FY under an Umbrella project. For example, projects to equip multiple fire stations in a PN should be combined under an Umbrella.

C12.3.2.4. Multi-Lateral Training (MLT) Projects. CCMDs will use an MLT project for training efforts under 10 USC 2561 which benefit more than one PN. MLT projects contain a separate subproject for each of the benefiting PNs, including the host PN where the training will take place. MLT projects are designated for a single FY, and the CCMD will include the MLT in the appropriate program year ABS (see SAMM Section C12.2.5.). Following DSCA approval, CCMDs execute and closeout the MLT. CCMDs will record PN travel and other associated project costs under the appropriate subproject number to enable accurate reporting of assistance for each PN.