

Headquarters U.S. Air Force

Integrity - Service - Excellence

Air Force Community Partnership (AFCP) Program

The Air Force Gift Process



*“Military installations and local communities partnering to
achieve mutual value and benefit”*

12 Dec 2018

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Brownbag Reminders

- Please mute your phone once you dial in
- Questions will be held until the end of the presentation
- To submit questions, please email Marta Dunn during the presentation (dunn_marta@bah.com) or enter them into the chat box of the AdobeConnect Room

<https://connect.apan.org/airforcecommunitypartnerships/>



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Agenda

- **Opening Remarks (Mr. Teran Judd)**
- **Real Property Gifts (Mr. Arthur Calix)**
- **Questions & Closing**

Please mute your phone during the presentation

Air Force Civil Engineer Center



Real Property Gifts

Mr. Arthur Calix
AFCEC/CIT
12 Dec 18



Purpose



To provide Air Force Community Partnership Program information regarding real property gifts



Overview

- **Real Property Gifts, Defined**
- **Real Property Gifts Re-delegations of Authority**
- **Air Force Instruction (AFI) 51-601; 26 Nov 03**
- **Real Property Gift Checklist**
- **Real Property Gift Process**
- **Proffer Tips**
- **Real Property Gift Examples**
- **Conclusion and Questions**



Real Property Gifts, Defined



- **Gifts of Real Property can be:**
 - **Funds for the purpose of construction**
 - **Construction of a facility (rather than funds directly)**
 - Examples: buildings, memorials, and miscellaneous facilities
 - **Land with Fee Interests**
- **Gifts of Real Property are authorized under:**
 - **10 USC § 2601(a) or 10 USC § 2663(e)(2)**



Real Property Gifts Re-delegations of Authority



SAF/IEI	Director of the Air Force Civil Engineer Center (AFCEC)	Air Force Installation Commanders
No Gift Value Limit	Gift Value \leq \$750K	Gift Value \leq \$100K, Annual Maintenance \leq 5% of the Gift Value ----- U.S. Air Force Academy Athletic Program Related Real Property Gift Value \leq \$250K with Annual Maintenance \leq 5% of Gift Value



Air Force Instruction (AFI) 51-601; 26 Nov 03



- **Air Force Instruction (AFI) 51-601, dated 26 Nov 03**
 - Provides additional guidance for real property and personnel property (i.e. equipment) gifts
 - Currently, undergoing re-write and will be replaced by AFI 51-506 upon completion
 - Guidance provided within new AFI 51-506 will coincide with new real property re-delegations of authority

Note: Also reference AFI 32-9001



Real Property Gift Checklist



1. Donations of land include the same documentation as land being purchased. (see Fee Simple Checklist at Appendix 4)	<input type="checkbox"/>
2. Mission impact if gift is/is not accepted.	<input type="checkbox"/>
3. Facilities Board approval, JA review, and MAJCOM endorsement.	<input type="checkbox"/>
4. Complete general description of the real property; or if land, a legal description.	<input type="checkbox"/>
5. Geographic location (including its relation to existing Air Force facilities).	<input type="checkbox"/>
6. Initial costs, if any, and anticipated recurring costs including a summary of all sustainment, repair and maintenance costs to the Air Force upon acceptance of the gift.	<input type="checkbox"/>
7. Proposed Air Force possession date.	<input type="checkbox"/>
8. Statement that utility services are/are not required and availability.	<input type="checkbox"/>
9. Approximate current FMV of the gift.	<input type="checkbox"/>
10. Impact of the gift on the civilian economy, including the community, other agencies, and individuals.	<input type="checkbox"/>
11. Conditions under which the offer of gift is being made.	<input type="checkbox"/>
12. All pertinent facts concerning the donor's current and prospective business relationships with the Air Force.	<input type="checkbox"/>
13. Recommendation of the Installation Commander transmitting the offer (and of any intermediate commander) to accept or reject the gift.	<input type="checkbox"/>
14. Written proffer.	<input type="checkbox"/>
15. If gift offer includes construction of museum, the gift package forwarded to AFCEC/CIT must include coordination and approval by AF Museum at Wright Patterson AFB.	<input type="checkbox"/>
16. Whether facilities on gifted property satisfy AT standards of Unified Facilities Criteria (UFC) 4-010-01, DOD Minimum Antiterrorism Standards for Buildings.	<input type="checkbox"/>
<p><i>Note: If the gift involves construction on AF property, and the construction exceeds:</i></p> <ul style="list-style-type: none"> • \$200,000 but not more than \$750,000, reporting will be required to USD (P&R) for inclusion in DOD's annual report to Congress. See para 7 and E.3.1.1.3 of DODI 7700.18, <i>Commissary Surcharge, Non-appropriated Fund (NAF), and Privately Financed Construction Reporting Procedures</i>, 12 Dec 04. • More than \$750,000, advance DOD approval and congressional reporting will be required (Fisher Houses are exempt as they are authorized under special legislation). 	



Real Property Gift Process

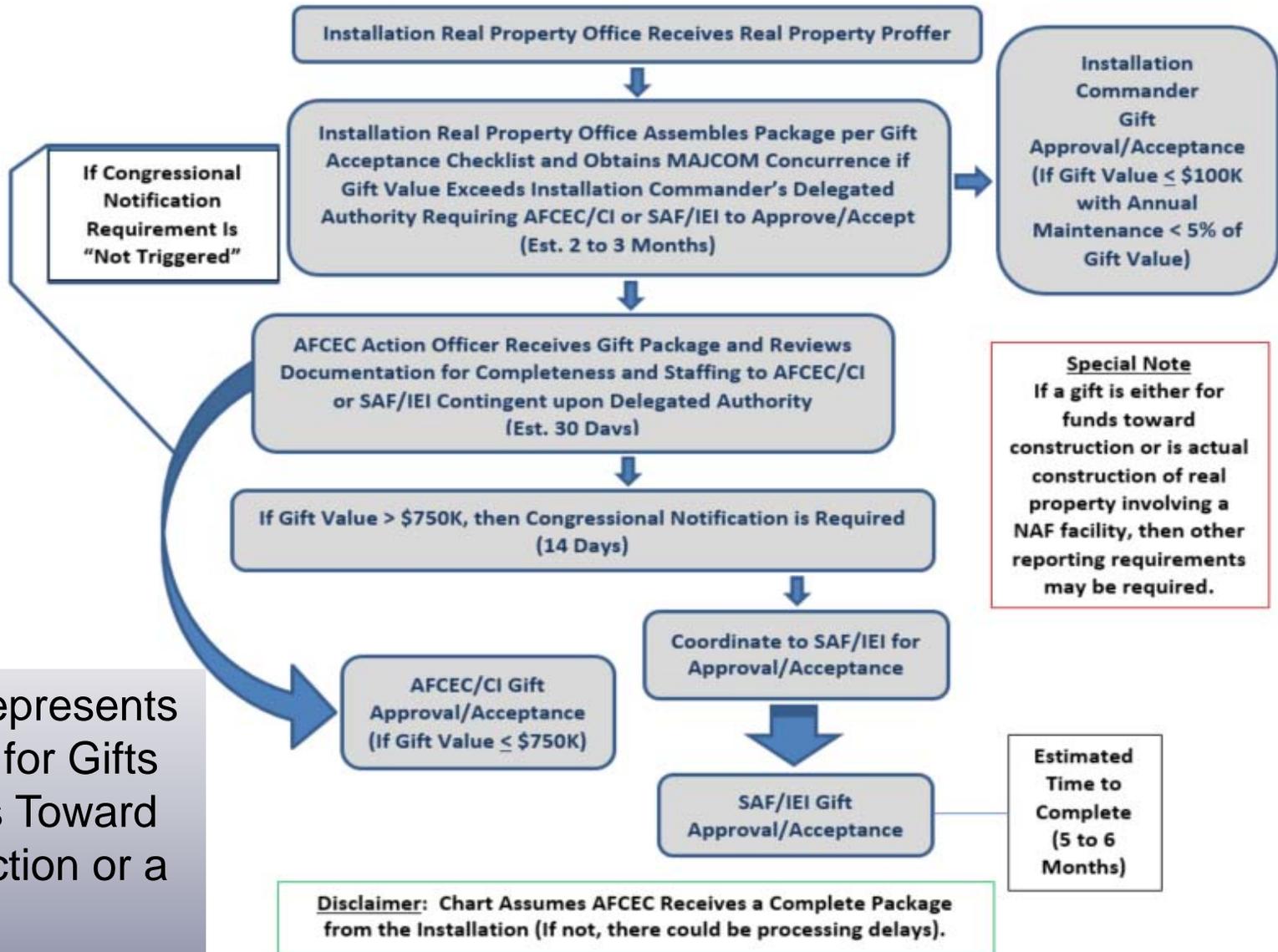


Chart Represents Process for Gifts of Funds Toward Construction or a Facility



Real Property Gift Process

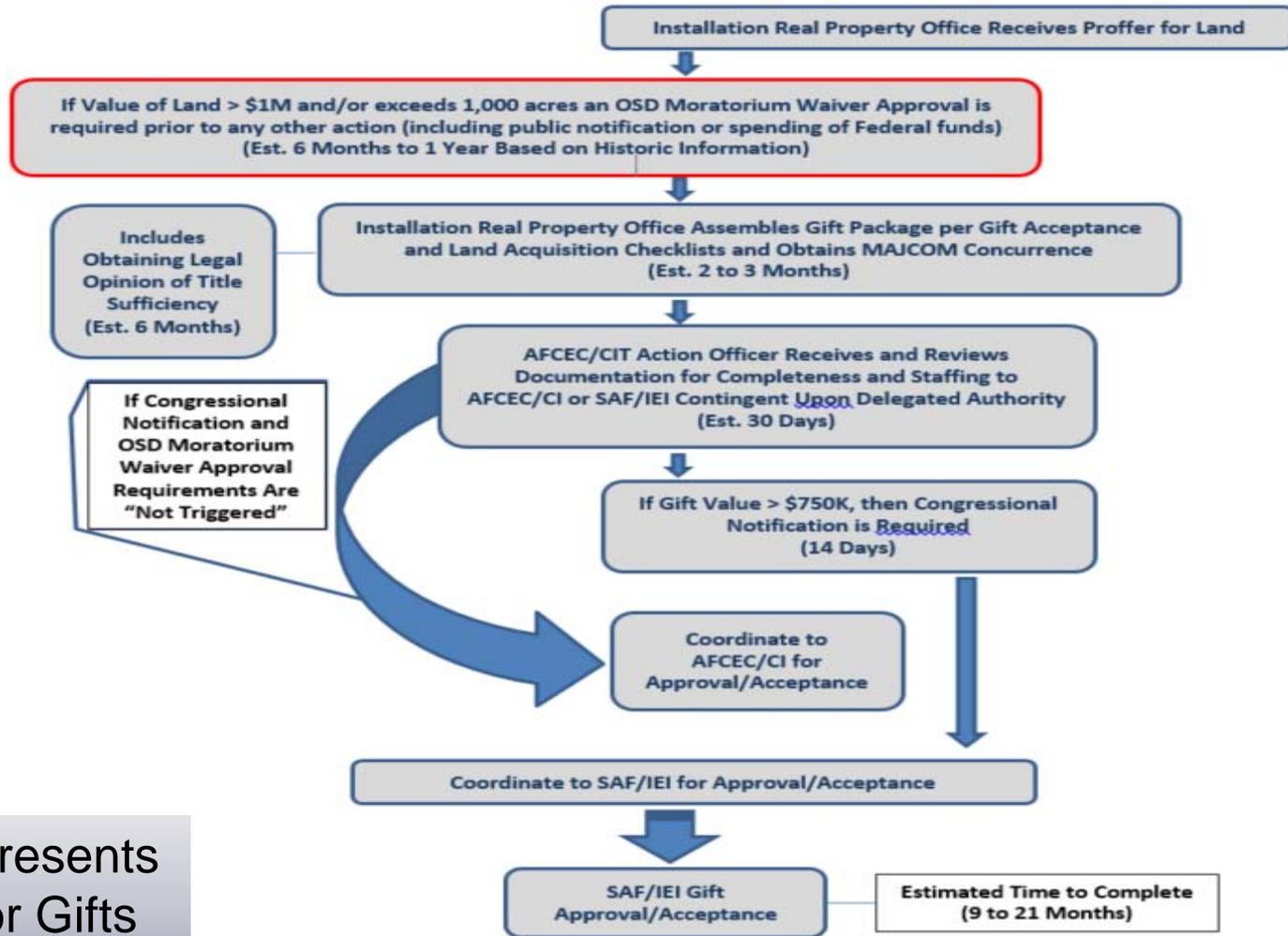


Chart Represents Process for Gifts of Land in Fee

Disclaimer: Chart Assumes AFCEC Receives a Complete Package from the Installation (In not, there could be processing delays).



Proffer Tips

- **If gift of land:**
 - **Base must ensure AFCEC is engaged early to ensure all acquisition requirements are identified and satisfied**
 - **If OSD waiver approval is required, then no public announcements, notifications, or expenditure of Gov't funds is permitted until OSD waiver approval is obtained**
 - **OSD Waiver must be approved by the Under Secretary of Defense for Acquisition, Technology, and Logistics (USD(AT&L))**
- **Other Tips:**
 - **Air Force cannot actively solicit or seek out gifts**
 - **Only the appropriate level of authority may accept or reject gifts on behalf of the Air Force**



Real Property Gift Examples



- **Melrose Range and Cannon Land Gift at Cannon AFB, NM**
- **Center for Character and Leadership Development at U.S. Air Force Academy, CO**
- **Flight Line Kitchen at Luke AFB, AZ**
- **Vandenberg Gate Complex Land Gift at Hanscom AFB, MA**



Conclusion and Questions



**Contact Information:
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Backup

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Directions for AFCP SharePoint Account

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How to Register:

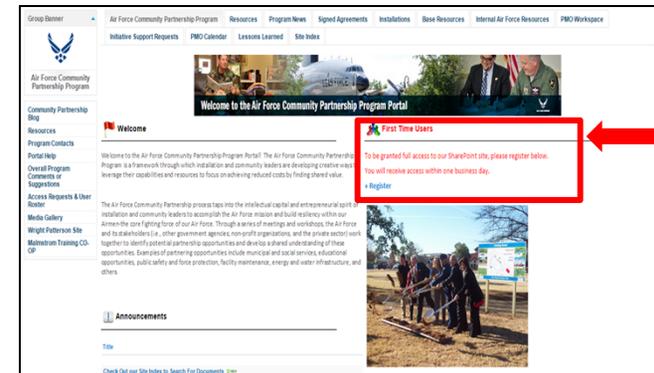
The process of establishing an account consists of two steps:

1. Create an APAN account:

- To register for an account, go to <https://wss.apan.org/s/airforcepartnerships>
- In the upper right hand corner of the site, click the green “**Create an Account**” button
- Enter your e-mail address as requested
- A validation e-mail will be sent to you from APAN Support. Follow the instructions provided in the e-mail to set up your account

2. Register on the site as a user:

- After you have set up your account, log back into APAN(<https://apan.org/>). Cut and paste the link into your browser (<https://wss.apan.org/s/airforcepartnerships>) and hit Enter to go to the SharePoint site
- Register under First Time Users on the main page to be added as a user. Until you request access, you will only have limited access to content on the Welcome page. You will receive access within one business day



Hosted on All Partners Access Network (APAN), a web-based, non .mil collaboration platform developed to foster information and knowledge sharing between DOD and non-DOD entities

For any technical issues or questions, please contact: Marta Dunn, Knowledge Manager, SAF/IEI, Ctr; E-mail: dunn_marta@bah.com; Phone: 703.622.5581

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