

**Program Budget Advisory Committee  
U.S. ARMY FIRES CENTER OF EXCELLENCE**

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**Summary.** This regulation prescribes the policies, responsibilities, and procedures to effectively and efficiently manage Fort Sill resources. It describes the process to identify resource issues and decisions that have broad implications impacting all organizations on Fort Sill.

**Applicability.** This regulation applies to all elements on Fort Sill.

**Supplementation.** Supplementation of this regulation is prohibited unless specifically approved by the Commanding General (CG), USAFCOEFS, Fort Sill, OK 73503.

**Suggested improvements.** The proponent of this regulation is the Fires Center of Excellence (FCoE) Deputy Chief of Staff, Resource Management G-8. Users are invited to send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications and Blank Forms) or DA Form 1045 (Army Ideas for Excellence Program (AIEP) Proposal) through channels to DRM FCoE (ATZR-R), 1655 Randolph Road, Suite 110, Fort Sill, Oklahoma 73503.

**Distribution.** This publication is distributed in electronic media only.

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## Chapter 1 Introduction

**1-1. Purpose.** This regulation prescribes policies, responsibilities, and procedures for the establishment and operation of an effective FCoE Program Budget Advisory Committee (PBAC) business process to provide the Senior Commander (SC) with a comprehensive, coordinated, holistic view of Fort Sill's resource posture. It defines the process to ensure second and third order of effects of organizational resource issues are identified, coordinated and resolved prior to implementation. It will bring transparency to the resource allocation and decision making process and eliminate redundant capabilities.

**1-2. References.** Listed in appendix A.

**1-3. Explanation of Abbreviations and Terms.** The Glossary defines abbreviations and terms used in this regulation.

## Chapter 2 Responsibilities and Roles

### 2-1. All Fort Sill Commanders will:

a. Implement sound resource management practices to efficiently and effectively manage tax payer resources to meet critical mission requirements and prevent fraud, waste, and abuse.

b. Participate in PBACs.

c. Require Budget Director or Officer to participate in Working PBACs (WPBAC).

**2-2. All FCoE Commanders, Directors, and Heads of Special Staff will:**

- a. Implement sound resource management practices to efficiently and effectively manage tax payer resources to meet critical mission requirements and prevent fraud, waste, and abuse.
- b. Participate in PBACs as required.
- c. Identify the appropriate person to participate in WPBACs.

**2-3. FCoE G-8 will:**

- a. Facilitate PBACs to manage FCoE resources and provide the SC with a holistic view of the installations resource posture.
- b. Conduct quarterly, or more frequent as needed, Fort Sill PBACs to identify, synchronize, resolve, and recommend resource decisions to the SC.
- c. Conduct quarterly, or more frequent as needed, FCoE PBACs to identify, resolve, and recommend internal FCoE resource decisions to the CG.
- d. Provide read ahead material to PBAC members at least 3 business days in advance.
- e. Provide financial management advice.
- f. Publish PBAC minutes within 2 business days documenting the issues discussed, resolved, and recommended for SC consideration and approval.

**2-4. The Deputy G-8 will:**

- a. Chair monthly Fort Sill and FCoE WPBACs to identify, resolve, and recommend resource issues for PBAC consideration.
- b. Provide read ahead material to WPBAC members at least 3 day in advance.
- c. Publish and distribute WPBAC minutes within 2 business days documenting the issues discussed, resolved, and recommended for PBAC consideration.

**2-5. The Chief of Staff will:**

- a. Chair Fort Sill and FCoE PBACs.
- b. Decide issues when voting members can't reach consensus.

**2-6. The Deputy Chief of Staff will:**

- a. Represent the FCoE Coordinating (G) and Special Staff during FCoE PBACs.
- b. Represent the FCoE during Fort Sill PBACs.

**2-7. The FCoE Command Sargeant Major will:**

a. Represent the Fort Sill, Fort Polk, and Fort Hood NCO Academies during FCoE PBACs.

**2-8. Fort Sill PBAC Voting Members are:**

- a. FCoE Deputy Chief of Staff
- b. Garrison Commander
- c. MEDDAC Commander
- d. DENTAC Commander
- e. NEC Director
- f. 214<sup>th</sup>, 31<sup>st</sup>, and 75<sup>th</sup> Brigade Commanders

**2-9. FCoE PBAC Voting Members are:**

- a. Deputy Chief of Staff
- b. FA Assistant Commandant
- c. ADA Assistant Commandant
- d. 434<sup>th</sup> Brigade Commander
- e. DOTD Director
- f. CDID Director
- g. JACI Director
- h. Command Sargeant Major

**Chapter 3  
Fort Sill WPBAC and PBAC**

**3-1. The Fort Sill WPBAC will:** Meet monthly to identify, discuss, resolve and recommend resource issues that cross organizational lines and impact other Fort Sill tenants for consideration by the Fort Sill PBAC. Responsibilities are:

a. The G-8 provides guidance, obtains consensus for prioritizing requirements, and recommends courses of action for unresolved issues for submission to PBAC for consideration. Approves WPBAC minutes within 2 business days.

b. G-8 Budget Officer: Schedules, facilitates, advises and prepares briefings for WPBAC. Develops strawman ranking from which WPBAC will make recommendations to PBAC. Within two business days, provide WPBAC minutes documenting discussions, decisions, and recommendations to G-8 approval. Publishes approved minutes to Sharepoint.

c. Attendees for Fort Sill WPBACs are the Fort Sill voting member's Budget Director or Officer. They will identify resource issues and concerns for discussion and resolution to the FCoE G-8 Budget Officer at least 1 week prior to WPBAC to allow sufficient time to develop and distribute read ahead material and rank requirements to develop strawman prioritization.

d. Voting member's Analysts may attend in a non-voting, advisory capacity.

**3-2. The Fort Sill PBAC will:** Serve as the SC's advisory group to make resource recommendations to ensure a balanced and holistic resource environment crossing organizational boundaries. Responsibilities are:

a. The CoS provides guidance, obtains consensus for prioritizing requirements, and recommends courses of action for submission to CG for approval. Approves PBAC minutes.

b. Voting Members are identified in para 2-8. They review and approve WPBAC recommendations, validate annual and long range fiscal and manpower requirements, review budget execution and recommend adjustments, and prioritize unfunded requirements.

c. FCoE G-8 is the facilitator and advisor. They will schedule PBACs, prepare and distribute read ahead material, and draft minutes for CoS approval within 2 business days.

## **Chapter 4**

### **FCoE WPBAC and PBAC**

**4-1. FCoE WPBAC will:** Meet monthly to identify, discuss, resolve and recommend issues for consideration by the PBAC. Responsibilities are:

a. The Deputy G-8 provides guidance, obtains consensus for prioritizing requirements, and recommends courses of action for unresolved issues for submission to PBAC for consideration. Approves WPBAC minutes within 2 business days.

b. G-8 Budget Officer: Schedules, facilitates, advises and prepares briefings for WPBAC. Develops strawman ranking from which WPBAC will make recommendations to PBAC. Within two business days, provide WPBAC minutes documenting discussions, decisions, and recommendations to Deputy G-8 approval. Publish approved minutes to Sharepoint.

c. Attendees for FCoE WPBACs: Will be knowledgeable of issues and participate in decision making process. They will identify resource issues and concerns for discussion and resolution at least 1 week prior to WPBAC to allow sufficient time to develop and distribute read ahead material and rank requirements to develop strawman priority.

d. G-8 Analysts may attend in a non-voting, advisory capacity.

**4-2. The FCoE PBAC will:** Serve as the Commanding General's advisory group to make resource recommendations to meet critical mission requirements. Responsibilities are:

a. The CoS provides guidance, obtains consensus for prioritizing requirements, and recommends courses of action for submission to CG for approval. Approves PBAC minutes.

b. Voting Members are identified in para 2-9 and will review and approve WPBAC recommendations, validate annual and long range fiscal and manpower requirements, review budget execution and recommend adjustments, and prioritize unfunded requirements for the FCoE.

c. G-8 is the facilitator and advisor. They will schedule PBACs, prepare and distribute read ahead material, and draft minutes for CoS approval within 2 business days.

## **Appendix A**

### **Section I Required Publications**

**DODFMR 7000.14R**  
DOD Financial Management Regulation

**DFAS-IN AR 37-1**  
Finance and Accounting Policy Implementation

**AR 1-1**  
Planning, Programming, Budgeting and Execution System

**TRADOC AR 37-4**  
Financial Administration Fund Control, Reconciliations, and Certification.

### **Section II Related Publications**

This section contains no entries.

### **Section III Prescribed Forms**

This section contains no entries.

### **Section IV Referenced Forms**

**DA Form 2028**  
Recommended Changes to Publications and Blank Forms

**DA Form 1045**  
Army Ideas for Excellence Program (AIEP) Proposal

## **Glossary**

### **Section I Abbreviations**

**ADA**

Air Defense Artillery

**AR**

Army Regulation

**CDID**

Capability Development & Integration Directorate

**CoS**

Chief of Staff

**FA**

Field Artillery

**JACI**

Joint and Combined Integration Directorate

**PBAC**

Program Budget Advisory Committee

**UFR**

Unfunded Requirement

**WPBAC**

Working Program Budget Advisory Committee

### **Section II Terms**

This section contains no entries.

### **Section III Special Abbreviations and Terms**

This section contains no entries.

ATZR-CS



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