



RESERVE AFFAIRS

ASSISTANT SECRETARY OF DEFENSE
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MEMORANDUM FOR ASSISTANT SECRETARY OF THE ARMY (M&RA)
ASSISTANT SECRETARY OF THE NAVY (M&RA)
ASSISTANT SECRETARY OF THE AIR FORCE (M&RA)

SUBJECT: Innovative Readiness Training Program Guidance

Innovative Readiness Training (IRT), a civilian-military partnership program, continues to be a valuable program that builds interoperability and readiness for our military while simultaneously providing a benefit to communities throughout the United States and US territories.

To further enhance the IRT program amongst the Services and requesting entities, the application and reporting process has been standardized. These policy memoranda supplement DoDD 1100.20 and specifically outline procedural guidelines for the IRT program. The Service "Request for Approval of Additional Funds to Conduct Civil-Military Innovative Readiness Training" (Tab A), and the "Civil-Military Innovative Readiness Training (C-MIRT) Project After Action Report" (Tab B) will assist in documenting and identifying training goals, objectives and post-mission accomplishments. Federal, state and local organizations will complete the "IRT Request for Military Assistance" (Tab C) which in this format better defines the organizations' needs. Please ensure that these items have the broadest dissemination prior to the 28 February 2009 due date for FY10 and beyond IRT application packages and reports.

Your support of this invaluable training program helps to ensure continued success of the IRT program. If you have any questions, please contact my program managers, COL Maureen Tritle at (703) 693-8618, email: Maureen.tritle@osd.mil, or CAPT Karen Trueblood at (703)692-1270, email: Karen.trueblood@osd.mil.

T.F. Hall

Attachments:
as stated

cc:
Mr. James Schwenk, DoD General Counsel

