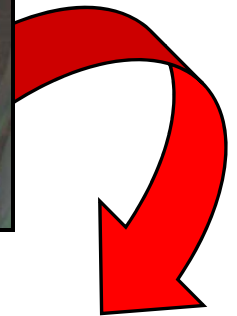


# Planning Charrettes and DD Form 1391 Development

## Programming

Programming facilitates the transition from planning to design and construction. It is the process of documentation and coordination that matches resources to requirements and is considered the first step toward project implementation. It starts with the development of the DD Form 1391 and ends with the appropriation of resources, whether through Congressional appropriation or other sources.

Programming is the process of translating planning decisions, guidance from the Department of the Army (DA) and the Office of the Secretary of Defense (OSD), and Congressional oversight into a comprehensive and detailed allocation of manpower and funds.



# Planning Charrettes and DD Form 1391 Development

## 1391 Preparation

The planning charrette is an intensive workshop that brings together an interdisciplinary team of stakeholders to brainstorm ideas and solutions. The charrette workshop (typically 3-5 days) provides a platform for an ad-hoc, comprehensive yet streamlined process, led by a facilitator. It is highly effective for collaborative, integrated decision-making. The goal is to develop a plan of action that is realistic, cohesive, and attainable.

Deliverables consist of a complete DD Form 1391, Site Sketch, Project Definition Index Rating (PDRI), Project Resume and Planning Charrette Minutes.

- Programming support includes, but is not limited to, preparation of the narrative portion of project justifications, development of programming level construction cost estimates and preparation of economic analyses.
- The fee for a typical planning charrette is \$50,000.

