

MIPR FUNDING INFORMATION For HHS



The Health and Human Services Contracting Center can receive funding from any DOD and non-DOD agency. A Military Interdepartmental Purchase Request (MIPR) is the preferred method for receiving funding.

The following information must be found on the MIPR for successful acceptance:

Applicable Contract number which will always start with the prefix DAAD05 or W91CRB, followed by year of Contract, Letter and then contract number/task order number if applicable e.g. W91CRB-04-D-7015, Task order 0001. If the requirement is a new effort, state such and say no contract number has been established yet

Name the Government project or Contractor's technical proposal title to which funding is to be applied. This is often times the same title as contractor's proposal title. Just strive for consistency so this office may match up the MIPR with the appropriate technical project being request...different people refer to the project by different names

List the Financial POC that can be contacted with email, phone number, fax number.

In block 9 the Contracted Effort (DIRECT CITE) and the Contracting Support (REIMBURSABLE) will be listed as two line items.

Contracting Support is 2% of the Contracted Effort.

The MIPR must state how many years the Accounting and Appropriation line allows for and statement to the effect that "Services being requested are consistent with funding citation provided below"

Please refer to attached sample MIPR for additional requirements such as CASU Tracking #, Technical POC, etc.

****PLEASE NOTE THAT THE MIPR MAY REFER TO "CONTRACT SUPPORT" BUT MAY NOT USE THE WORD "FEE" ANYWHERE ON THE DOCUMENT NOR MAY THERE BE THE WORD "PERCENT" OR "%".**

MIPR's must be addressed to:

Department of Health and Human Services
ATTN: Gary Rizzolo
601 E 12th St., Rm 1709
Kansas City, MO 64106
Gary.Rizzolo@psc.hhs.gov

MIPR's should be sent to:

Chuck Carter, Director, Mkt Development
Central Texas Office of Mid-America CASU
1215 Lodema Lane
Duncanville, Texas 75116
972-296-7132 office phone
972-709-5969 fax
chuck.ctcasu@gmail.com

MILITARY INTERDEPARTMENTAL PURCHASE REQUEST

2. FSC	3. CONTROL SYMBOL NO.	4. DATE PREPARED	5. MIPR NUMBER	6. AMEND NO. BASIC
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7. TO: Department of Health & Human Services ATTN: Gary Rizzolo 601 East 12th St., Suite 1709 Kansas City, MO 64106 (816) 426-2634 FAX (816) 426-2419	8. FROM: (Agency, name, telephone number of originator)
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9. ITEMS ARE ARE NOT INCLUDED IN THE INTERSERVICE SUPPLY SUPPORT PROGRAM AND REQUIRED INTERSERVICE SCREENING
 HAS HAS NOT BEEN ACCOMPLISHED.

ITEM NO. <i>a</i>	DESCRIPTION <i>(Federal stock number, nomenclature, specification and/or drawing No., etc.)</i> <i>b</i>	QUANTITY <i>c</i>	UNIT <i>d</i>	ESTIMATED UNIT PRICE <i>e</i>	ESTIMATED TOTAL PRICE <i>f</i>
001	Funds (direct cite) are provided for the contracted effort for the INSERT PROJECT NAME HERE No contract number has been established.				\$274,220
002	Reimbursable funds for HHS Contracting Support Project Point of Contact (POC): Email: Phone: FAX: CASU POC: Chuck Carter, Central TX Office/Mid-America CASU 1215 Lodema Lane Duncanville, TX 75116 Phone: (972) 296-7132 FAX: (972) 709-5969 Email: chuck.ctcasu@gmail.com Please provide advance copy Phone: FAX: Please forward copies of obligating documents to POCs. Reference the MIPR number on EACH document				\$5,484

10. SEE ATTACHED PAGES FOR DELIVERY SCHEDULES, PRESERVATION AND PACKAGING INSTRUCTIONS, SHIPPING INSTRUCTIONS, SHIPPING INSTRUCTIONS FOR DISTRIBUTION OF CONTRACTS AND RELATED DOCUMENTS.	11. GRAND TOTAL \$279,704.94
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12. TRANSPORTATION ALLOTMENT <i>(Used if FOB Contractor's plant)</i>	13. MAIL INVOICES TO <i>(Payment will be made by)</i> DFAS- P.O. BOX PAY OFFICE DODAAD
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14.					
ACRN	APPROPRIATION	LIMIT/ SUBHEAD	SUPPLEMENTAL ACCOUNTING CLASSIFICATION	ACCTG STA DODAAD	AMOUNT
					\$274,220.53
					\$5,484.41

15. AUTHORIZING OFFICER <i>(Type name and title)</i>	16. SIGNATURE	17. DATE
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