

FY27 DIRECT CITE PR CHECKLIST

PR #:		AMEND #:		DATE:	
TYPE:	DIRECT CITE ☐	REJECTION ☐			
PR Evaluator:		PR Processor:			
Funding Agency: Please check the following items to ensure your PR is complete and accurate.					
PR is legible and clearly states submitter's intent. Identifies the purpose (TO), time (PoP) and amount specific to order.					☒
PR will be sent to dtic.belvoir.rm.mbx.iac-mipr@mail.mil by the task order ACOR. Funding Agency executed an FS Form 7600A (GT&C) with DTIC, which is "Open for Orders" in G-Invoicing. GT&C number annotated below has been verified by the ACOR.					☒
PR is submitted to 774 ESS, DODAAC FA8075 and the PR contains requesting Agency complete street address (matches DODAAC).					☒
Trading Partner Information: Department/Main Account/Sub-account/Sub-allocation Holder ID (Limit) present and in CMET.					☒
Clear breakout of funding for labor, travel, ODC and CSDC. Grand total is correct.					☒
Economy Act is stated on the document, unless the Requesting Activity purchases Goods and Services under a more specific statutory authority. Specific Authority Title and Code and Project Name is clearly stated.					☒
The Line of Accounting (LOA) is funded correctly and present on the PR (Restricted to ONLY one line of accounting)					☒
PR is signed.					☒
Period of Performance and Funds Expiration Date are stated on the PR. (Dates may not be the same.) Annotated below.					☒
	Treasury Account Symbol (Department/BFY/EFY/Main Account/Sub-account/Limit); If DoD RDT&E, the RDT&E Budget Activity is provided on the PR.				☒
	Trading Partner Number: BPN/DODAAC/DUNS is identified on the PR. Verify your agency's BPN/DODAAC/DUNS number and list it on the PR.				☒
	RMS Task Order (TO) number (XX-XX-XXXX format), Project Name identified in the text body of the PR. This data is provided by task order ACOR.				☒
CSDC:\$ TAT:\$	FY27 1.00% Customer Shared Direct Cost (CSDC) calculation is correct.				☒
Additional Notes: Send PR to DTIC.BELVOIR.RM.MBX.IAC-MIPR@MAIL.MIL Include your Agency Financial and Technical POCs on the PR DTIC Financial POC: dtic.belvoir.rm.mbx.iac-mipr@mail.mil; DTIC Technical POC is your IAC COR/PMA. See https://dodiac.dtic.mil/resources/#templates for more detailed information.					
Additional Information:	GT&C Number: _____ CSDC On MIPR/Order: _____ Period Of Performance: _____ Funds Expiration Date: _____				