

REQUEST FOR UTILIZATION OF CAMP RIPLEY

THIS LINE IS FOR CRTC USE ONLY.		Date Received:	RCNI:
Date:	Unit:	Unit Address:	UIC:
Point of Contact (POC):	POC Phone:	DSN Phone:	E-Mail Address:
MIPR Number:			

POCs:	JVB: Mr. Timothy Krouth 320-616-2714 or timothy.c.krouth.mil@mail.mil	PAO: Mr. Anthony Housey 320-616-3122 or anthony.a.housey.mil@mail.mil
Will media be coming to CRTC to support your training event? (Type in YES or NO)		
Media POC:	Media POC Phone #:	

IS HOUSING/BILLETING REQUIRED? (Type in Yes or NO)	Troop Issue:	Chargeable Transient Quarters (CTQ):	BOTH:
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Units requesting **Chargeable Transient Quarters** will submit a Standard Name Line (SNL) Roster outlining requirements to the POCs below.

POCs:	Housing Manager: SGM Susan Ploof 320-616-3138 or susan.m.ploof.mil@mail.mil	Assistant Housing Manager: 1SG Jason Slinden 320-616-3139 or jason.j.slinden.mil@mail.mil
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Advance Party		Main Body		Preferred Area	Other Buildings	QTY
Date of Arrival:		Date of Arrival:		Troop Issue:	Headquarters:	
Time of Arrival:		Time of Arrival:			Dining Facility:	
Date of Departure:		Date of Departure:			Maintenance Shelter:	
# Officers (M)		# Officers (M)			Medical:	
# Officers (F)		# Officers (F)			Supply:	
# Enlisted (M)		# Enlisted (M)		Maid Service:	Kitchen (<i>list T-Bldg(s) below:</i>)	
# Enlisted (F)		# Enlisted (F)				
Total # Personnel:		Total # Personnel:				

Education Center Resources				TACC Resources			
SIZE	QTY	Date(s) Required	Start/End Time	ITEM	QTY	Date(s) Required	Start/End Time
Large (41-96)				Small (11-20)			
Medium (21-40)				TACC Kitchen			
Small (11-20)				TACC Theater (204)			
Conference RM (1-10)				TACC Gym/Drill Floor			
Auditorium (204)				TACC Cafeteria (240)			

Miscellaneous Buildings			
ITEM	Number of Personnel	Date (s) Required	Start & End Times
Chapel			
Recreation Center			
Hangar Conference Center			
Bull Pen			
Ripley Town Hall			

CONTRACT DINING FACILITY Contract Dining Facility Request	MNARNG Requests should be made 30 days prior to using the CDF. Non-MNARNG Requests should be submitted 45 days prior to using the CDF. Requests can be changed/updated 72 hours prior to use.
Contracting Officer Rep: SFC Paula Christensen 320-616-3173 or paula.j.christensen2.mil@mail.mil	

REQUEST FOR UTILIZATION OF CAMP RIPLEY

MSTC (Medical Simulation Training Center): Units MUST coordinate the use of this facility directly with the Civilian Contractors NLT 90 days prior. The MSTC Contractors will submit and approve the Unit's RFMSS Request.

POC: SSG Christopher Stephensen 320-616-3153 or christopher.m.stephensen.mil@mail.mil

AMMO/CLASS V	ASP Supervisor: CW4 Derek Lindberg 320-616-3167 derek.i.lindberg.mil@mail.mil	SSG Daniel Miner 320-616-3168 daniel.j.miner4.mil@mail.mil
Will ammunition items (Class V) be required while at Camp Ripley?		Circle One YES NO
If yes, have forecasts and DA 581's been forwarded thru command channels?		Circle One YES NO
UNIT MUST COORDINATE WITH THE ASP NLT THIRTY (30) DAYS PRIOR TO TRAINING DATES		

Training Aids, Devices, Simulators, and Simulations (TADSS): Units MUST coordinate their RFMSS Requests with the POCs below. POCs action the RFMSS Reservations after coordination has been completed.

POCs: MAJ Shawn Frey 320-616-6100 or Kelly Burlingame 320-632-7460

CRTC Training Support Center: 320-632-7460 or ng.mn.mnarng.list.crc-miles-tasc@mail.mil

SUPPLY & SERVICES DIVISION (This includes the EQUIPMENT CLEANING FACILITY (ECF), Portable Latrines, and MWR Equipment.

**POC: MSG Patty Flahave 320-616-3128
Patricia.a.flahave.mil@mail.mil**

**SFC Calvin Crouse 320-616-3130
calvin.e.crouse.mil@mail.mil**

Available Equipment List and the Portable Latrine Request Form are available from the POCs above.

Units must submit an ECF Request Form to SSD, in addition to scheduling the Facility in RFMSS. The facility is operated by a Civilian Contractor.

PICK-UP DATE/TIME:			TURN-IN DATE/TIME		
QTY	UI	NOMENCLATURE	QTY	UI	NOMENCLATURE
Individual Signing for Equipment:		Name:		Phone:	
INDIVIDUAL SIGNING FOR THE EQUIPMENT MUST BE ON A DA FORM 1687					

GSA / MILITARY BUS REQUEST	State Movement Control Center / Defense Movement Coordinator: Mr. Gerard Hummel / Mr. Dan Schilling 320-616-6011 or ng.mn.mnarng.list.j4-dmc@mail.mil
COMMERCIAL BUS REQUEST	Commercial Transportation Officer: CW2 Jon Dahlstrom 320-616-2681 SGT Andy Jedlenski (deployed) 320-616-2682 or ng.mn.mnarng.list.uspfo-j8-transportation@mail.mil

REQUEST FOR UTILIZATION OF CAMP RIPLEY

AVIATION REQUIREMENTS				
Miller Army Airfield Manager: Mr. Nathan Foster 320-616-2780 or nathan.a.foster4.civ@mail.mil	# of Aircraft		Type of Aircraft:	
Remarks (to include Aviation POC and Phone #):				
Aviation Support Requirements (if any) Check all that apply				
TOWER		CRASH RESCUE	COLD FUEL	
** COLD FUEL IS FOR AIRCRAFT THAT ARE SHUTDOWN. FOR TRAINING PURPOSES REQUEST FUEL QUANTITIES BELOW **				

POL CLASS III	POL Office: SSG Jimmy Olson 320-616-3001 jimmy.d.olson.mil@mail.mil				
Dates Required:	POL Pt #1(MATES) F24	POL Pt#2(Area 9) MOGAS/F24	POL Pt#3(Area 7) MOGAS/DIESEL	Bulk Fuel	
				F24	MOGAS
Quantities in Gallons					

COMMUNICATION / INFORMATION TECHNOLOGY / RADIO FREQUENCIES / OTHER	
Communication Needs for Minnesota National Guard Organizations: Use your BN/BDE/34 th ID IMO for requests.	
Communication Needs for Non-Minnesota National Guard Units and Organizations:	
1) Verify your reserved building/room is internet capable. You may need to schedule a different building to accommodate your Unit's needs.	
2) Contact the Camp Ripley IMO no less than 90 days prior to arrival date at Camp Ripley.	
Failure to contact the Camp Ripley IMO at least 90 days prior to arrival at Camp Ripley Training Center (CRTC) will result in denial of requests.	
Camp Ripley IMO: CW4 Scott Bjerke 320-616-2702 or scott.a.bjerke.mil@mail.mil	

MORALE WELFARE RECREATION (MWR) DIVIDENDS: Units in an Annual Training (AT) Status are authorized MWR Dividends. Submit an ATS Form 39 (Strength Report/Request for Morale Support Fund Dividends) to the POC below.
CRTC Budget Office: Ms. Nancy Miller 320-616-5006 or nancy.m.miller28.nfg@mail.mil

Units MUST coordinate the usage of these facilities below prior to submitting this form.		
<p style="text-align: center;">MUTF/TMC</p> <p style="text-align: center;">Coordinate usage with SSG Chris Stephenson christopher.m.stephensen.mil@mail.mil or 320-616-3153. Currently, the Facility is NOT a fulltime Treatment Facility.</p>	<p style="text-align: center;">OLD ARMORY BLDG 15-1</p> <p style="text-align: center;">Coordinate usage with SFC Matthew Aeschliman: matthew.d.aeschliman.mil@mail.mil or 320-616-2666</p>	<p style="text-align: center;">EMTC</p> <p style="text-align: center;">Coordinate usage with James Krousey: james.e.krousey.nfg@mail.mil or 320-616-2708</p>

Send this CRTC ATS Form 23 to the CRTC Range Control Distribution List at:

nq.mn.mnarnq.list.crc-range-control@mail.mil

or call 320-616-3137. Also Cc... any of the separate Section POCs that you are requesting Facilities and/or Resources from.