

Report on Leases

Department: **Military**

Secretary: **MG Kendall Penn**

The purpose of this report is an analysis of leases within each Department and assist in the formulation of a report to the Governor on how to achieve greater efficiency and cost savings as it relates to leases. **The report template includes sections for three projects for your convenience. This number is not a goal or target. You may add or delete boxes for as many projects as you submit.**

ACTION PLAN FOR PROJECT 1:

1. Project Title Federal Leases

1.1. Brief description of project, goal, and action plan.

The Department of the Military currently has six 100% federally supported store front recruiting offices that we lease. These leases are located in Jacksonville, North Little Rock, Little Rock, Fort Smith, Conway, and Fayetteville. These leases are paid for by Army funding. We also have one Air Force recruiting office located in Jacksonville paid for by the Airforce. We have no leases paid by general revenue.

1.2. Identify any additional resources required for the implementation and success of this plan.

None. The above leases are contingent upon federal funding and that changes from year to year. If we lose funding as has happened in the past we shut down the lease and recruiters cover the area operating out of an existing National Guard Armory.

1.3. Are there any anticipated costs associated with the plan? Does your current budget have sufficient funds to cover all anticipated costs?

Yes

1.4. How will you measure the success and results of your plan? Include forecasts of cost savings, efficiencies achieved, etc. N/A

1.5. What is the implementation timeline and key action steps for this plan? How will you track progress?

N/A

1.6. Identify any obstacles to the implementation and success of this plan. **None**

1.7. How could Department of Transformation and Shared Services provide support to the Department? **None**

ACTION PLAN FOR PROJECT 2:

2. Project Title

2.1. Brief description of project, goal, and action plan.

- 2.2. Identify any additional resources required for the implementation and success of this plan.
- 2.3. Are there any anticipated costs associated with the plan? Does your current budget have sufficient funds to cover all anticipated costs?
- 2.4. How will you measure the success and results of your plan? Include forecasts of cost savings, efficiencies achieved, etc.
- 2.5. What is the implementation timeline and key action steps for this plan? How will you track progress?
- 2.6. Identify any obstacles to the implementation and success of this plan.
- 2.7. How could Department of Transformation and Shared Services provide support to the Department?

ACTION PLAN FOR PROJECT 3:

3. Project Title

- 3.1. Brief description of project, goal, and action plan.
- 3.2. Identify any additional resources required for the implementation and success of this plan.
- 3.3. Are there any anticipated costs associated with the plan? Does your current budget have sufficient funds to cover all anticipated costs?
- 3.4. How will you measure the success and results of your plan? Include forecasts of cost savings, efficiencies achieved, etc.
- 3.5. What is the implementation timeline and key action steps for this plan? How will you track progress?
- 3.6. Identify any obstacles to the implementation and success of this plan.
- 3.7. How could Department of Transformation and Shared Services provide support to the Department?

Additional thoughts/comments: