Guidelines

Each year, chapters in good standing may compete to be recognized for outstanding contribution to the Air Force Security Forces Association (AFSFA), the Security Forces Foundation, its membership and the active duty, air reserve or air guard force.   One established chapter will be recognized as "Chapter of the Year" and the next finishing chapter as "Runner-Up".

Chapter chairpersons complete the nomination form with as much detail as space permits.   Where additional space is required, additional typed pages may be submitted so long as the addendum clearly ties to the subject being addressed. Include photographs, spreadsheets or other documentation as needed.

Chapter chairpersons submit the nomination package (with attachments) electronically to the AFSFA Executive Director at jprobst@msn.com.

The AFSFA Awards Committee will evaluate nominated chapters against the relevant criteria based on a point scored system and will recommend a winner and "First Runner-Up" to the AFSFA Board of Directors at the annual meeting of the Board of Directors.

Chapter of the Year winners and First Runner-Up will be announced at the AFSFA Annual Meeting Banquet.

Deadline for submission of the nomination package to the
AFSFA Executive Director is 30 July 2020.
Late submissions cannot be accepted.

Nomination - Chapter Chairperson Certification

_____   _____
Chapter Name   **Region**

_____   _____
Chapter Charter Date   **Total Number of AFSFA Members in Chapter**

I certify all information provided in this nomination is accurate and correct to the best of my knowledge.

_____   _____   _____
Typed Chairperson Name   **Signature**   **Date**

Air Force Security Forces Association
Chapter of the Year Nomination

Summary of Chapter Activity

Chapter Membership:

# of AFSFA members – Beginning of period	# AFSFA Members recruited	# of AFSFA members – End of Period

List Chapter Officers

Chapter Officer	Office Held	Year Officer Assumed Role

Number of Executive Board Meetings held Past 12 months: _____

Date	Names of Officers Attending	# Guest Attending

Number of Chapter Meetings Held Past 12 months: _____
(Attach copies from three non-consecutive meetings)

Date	# AFSFA Members Attending	# Guests Attending	Guest Speaker

Please indicate any special programs in support of Defenders (i.e., post checks, deployment farewell, end of deployment welcome home, retiree events, fund raisers etc.)

Date	Activity	# AFSFA Members Supporting Event	Guests Attending	Cost of Event	Media Coverage*

*Note: Please include copy of newspaper article/new release (if available). Only include one photo of an event (if included) and save in low resolution.

Articles/stories submitted to HQ AFSFA for Security Forces magazine (attach copies of articles submitted.

Date	Type of Submission	Date	Type of Submission

Does the chapter participate in Community Service Projects? If so, please provide details below.

Date	Activity	# of AFSFA Members Participating

***Note:** Please include copy of newspaper article/new release (if available). Only include one photo of an event (if included) and save in low resolution.

Number of Newsletters or bulletins produced: _____
(Please attach copies of two non-consecutive publications)

Does the chapter have a website, Facebook or Twitter page? _____Yes _____ No

Provide web address: _____
Please attach screen shot of website home page, Facebook or Twitter page. Attach screen shots of two non-consecutive postings from the website, Facebook or Twitter page.

Does the chapter hold annual elections? _____ YES _____ NO

Has the chapter made any other charitable contributions to organizations outside AFSFA or Vietnam Security Police Association (VSPA) (i.e., American Legion, VFW, Vietnam Veterans of America, etc., National Law Enforcement Officer's Memorial, etc.)? _____ YES _____ NO
If "Yes", please include dates and amounts below

Date	Organization	Amount	Project

Any Other Information you would like the committee to consider...