



Air Force Security Forces Association Chapter of the Year Nomination

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 31 July 2021.
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



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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.

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