

**NON-APPROPRIATED FUNDS SPECIAL FUNDING REQUEST**

*Request for Approval of Chaplain Support Funds*

Date of Request: (generated once signed)

Approval process may take up to 10 business days

**SECTION I - INFORMATION (To be completed by requesting organization):**

Requesting Organization:

Location:

POC: (Name, Rank, Phone Number)

Alternate POC: (Name, Rank, Phone Number)

In accordance with AFMAN34-201 para 4.3.13. Use NAF funds for Chaplain-hosted nondenominational recreational or morale and welfare programs that benefit members of the military community and their families. These programs should only receive non-appropriated fund funding after core Morale, Welfare, and Recreation fund activities are fully funded and operational. Approval needs to be given prior to purchasing items. Reimbursement must be submitted 10 days prior to the last day of the month at 39 FSS Central Cashier (Located in Bldg 912, DSN 676-3007).

AFMAN 34-201 4.3.1.1. Approving officials should "pay particular attention to fiscal responsibility of having both an installation-wide event and individual unit events and that there is adequate cash flow to fund necessary capital improvements, operational expenses, etc.."

*NAF Status of Funds for Current FY:*

Description of Purchases	Amount Requested	OFFICIAL USE ONLY: Control #	
		Itemization	Amount Reimbursed
<b>Total</b>	\$ 0.00	<b>Total</b>	\$ 0.00

Name and Grade of Wing Chaplain (or equivalent):

Signature

**SECTION II - NAF FUND CUSTODIAN REVIEW:**

Recommend Approval       Recommend Disapproval

Resource Manager or Designee Name & Grade:

Signature

PRESTON W. SIGMON, GS-11, DAF  
Resource Management Flight Chief, 39th Force Support Squadron

**SECTION III - APPROVAL OF EXPENDITURE (To be completed by Commander or Designee):**

APPROVED       DISAPPROVED

Name and Grade of Approving Official:

Signature

HASMIN M. BOLLING, Major, USAF  
Commander, 39th Force Support Squadron

**SECTION IV - COMMENTS**