



Air Force Association Chapter Matching Grant (OTE) Other than Education

Objective

The Chapter Matching Grant (OTE) program is designed to promote activities at the chapter level that support the AFA Strategic Plan Goals. The program allows AFA National Headquarters to assist aggressive chapters who are working on new program and activities focused on veterans, cadets, families of deployed troops, active duty, Guard, reserve forces. and who are working to build a building a better understanding of the Air Force in the broader community.

Requirements/Selection Criteria

- The chapter must meet all basic criteria (except membership – for 2008)
- The chapter president must submit the Chapter Matching Grant (OTE) form completely filled out with a one page typed narrative. The narrative must outline the activity and the measures the chapter is taking to promote and carry out new activities related to the AFA Strategic Plan Goals, e.g. veterans, cadets, families of deployed troops, active duty, Guard and reserve forces.
- The request must equal the amount of funds the chapter plans to contribute to the event/activity with
- An annual ceiling of \$1,000. Chapters may submit more than once during a calendar year, but may not exceed the annual ceiling of \$1,000. The minimum grant submission is \$200.
- A one-page after-action report of the activity or event with photographs is required. If the report and photos are not received from the chapter in a timely manner (30-days after the event), future grant submissions will be returned without review.
- The grant may not be used for the funding of recurring programs or activities, educational programs (use the Chapter Matching Grant application form), events that are purely social or to fund events/activities the chapter has already conducted.

Grant Allocation

- Funds are mailed to the chapter president, matching amounts of funds spent by the chapter.
- No chapter will receive more than \$1000 in grant in given year.



Air Force Association Chapter Matching Grant (OTE) Other than Education Application

Chapter Contact

Contact Name _____

Daytime Phone _____ Fax _____ E-Mail _____

Chapter Name _____

Address _____

Purpose of Grant

Requested amount of Grant (\$200 min/\$1000 max) _____

Chapter's Dollar Contribution _____ Total Budget for Activity _____

Verification

Chapter President's Signature

Chapter Treasurer's Signature

Date

Date

Application

On a separate sheet, write a one page or less description of the activity. Include: what the activity is, location of activity, number of people benefiting from activity, type of people involved in activity (adults, students, etc.), goal of activity, date of activity and a breakdown of the activity budget (round numbers are fine).

NOTE: An after-action report of the activity or event with photographs is required.

If the one-page report and photo are not received from the chapter in a timely manner (30-days after the event), future grant submissions will be returned without review.

Send Documents To

Air Force Association
Attn: Mary Nauheimer
1501 Lee Highway
Arlington, VA 22209-1198

Phone: 1-800-727-3337 ext 4821
Fax: 703-247-5853
Email: MNauheimer@afa.org