



EDUCATE

ADVOCATE

SUPPORT



Air Force Association

The Force Behind THE FORCE

2009 Chapter Support Payment Plan

29 Jun 08

WWW.AFA.ORG



Overview

- Background
- What's New For 2009
- Questions





Chapter Support Payments Background

- Organizational Review Group (ORG) ('04)
 - Focus on **mission performance**
- *afa21* Field Structure Team ('05-'06)
 - Revise payments to reflect **mission accomplishment** (Strategic Plan Objectives)
- Field Council recommendation –'07
 - Payments for **mission accomplishment**
 - Plan goals, communication (newsletter), membership
- FC recommendation approved by Delegates – Sep '07 Convention
 - Transition period – '08
 - FC work details – '09

(...and the devil is in the details—Here are the details)



Support Payments

Prior to '07

'07-'08
(transition)

Admin

Rosters	50%
Plans	
Reports	

25%

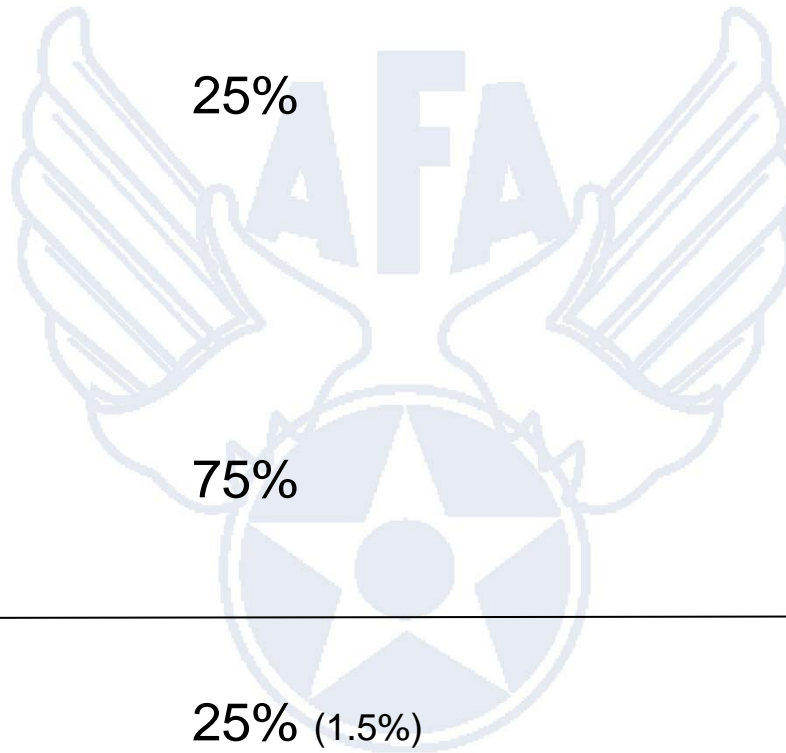
Mission

Program	50%
Newsletter	
Membership	(.75%)

75%

Membership Bonus	25% (1%)
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25% (1.5%)





Support Payments – 2009

- Basic Approach – KISS
 - Evolutionary – Build on Prior Formula & Transition Year
 - Basic Requirements Same for All Chapters
 - Regardless of Size
 - Chapters Choose What They Want to Do
 - Must have Clear Field Goals in Strategic Plan.



What's New for 2009?

- Support Payment Plan Modified to Focus on Mission Accomplishment
- Chapter Goals Revised
 - Provide clarity and flexibility
 - Focus on the AFA Mission through Action
- Chapter Goals Regrouped in the Planning and Reporting Template
 - **Conduct or Support**
 - **Other (Contact-Select-Invite)**
- New Field Activity Planning & Reporting Guide Developed
 - Tool to Provide definitions and examples for “what counts”
- Activities Plan & Reporting Template Revised



2009 Strategic Plan (Draft) Chapter Goals

Theme 1 – Educate the Public

- 1a. Chapter **conducts or supports** at least one outreach program for non-AFA audience per year
- 1b. Chapter **conducts** at least one program per year for AFA members that promotes an understanding of national defense or aerospace issues.
- 1c. Chapter **conducts or supports** at least one aerospace education program per year
- 1d. Chapter **conducts or supports** at least one aerospace or, science, technology, engineering, and math (STEM) program per year.
- 1e. Chapter **selects** a Teacher of the Year.
- 1f. State Goal

#1 - “Conduct-Support” Goal

#2 – Other-“Contact-Select-Invite” Goal



2009 Strategic Plan (Draft) Chapter Goals (Cont)

- Theme 2 – Advocate Aerospace Power
- 2a. Chapter annually makes personal **contact** with each member of the House of Representatives or staff within their chapter area (collaboratively within the state).
- 2b. State Goal
- 2c. Chapter **contacts** each Member of the House of Representatives (or staff) in their chapter area at the start of each new Congress (every 2 years) to offer complimentary AFA Membership.
- 2d. State Goal
- 2e. Chapters **invite** local/state/national politicians and/or staff representatives to chapter events
- 2f. Chapter (with local aerospace industry) makes **contact** with industry leadership to build relationships, including inviting industry participation in and support for chapter events.

#2 – Other-“Contact-Select-Invite” Goal



2009 Strategic Plan (Draft)

Chapter Goals (Cont)

Theme 3 – Support USAF & AF Family

- 3a. Chapter (near an active duty, guard, reserve unit, or a civilian institution supporting USAF) **conducts or supports** at least one program per year to recognize/support USAF/ANG/AFRES personnel.
- 3b. Chapter (near an active duty, guard, or reserve installation) **conducts or supports** at least one program per year to support the families of the deployed forces.
- 3c. Chapter **conducts or supports** an education program or activity for dependents.
- 3d. Chapter **conducts or supports** at least one Veteran/Retiree program per year.
- 3e. Chapter (near a cadet activity) **conducts or supports** at least one program per year
- 3f. Chapter (near AF installations) makes personal **contact** with senior officers/NCOs at least once per quarter to build USAF leadership-AFA-relationships.
- 3g. Chapter (near AF installations) **contacts** the Base Education Officer at least once per year to build awareness of AFA scholarship and grant opportunities.



2009 Strategic Plan (Draft) Chapter Goals (Cont)

- Theme 4 – Strengthen AFA Field Operations
- 4a. Chapter publishes and distributes a newsletter quarterly
- 4b. Chapter recruits new members totaling at least .75% of chapter strength per quarter
- 4c. Chapter **conducts** one annual local membership drive/AFA awareness campaign
- 4d. Chapter **implements** membership retention program

#1 - “Conduct-Support” Goal

#2 – Other- “Contact-Select-Invite” Goal



2009 Strategic Plan (Draft - Cont.)

OTHER CHAPTER REQUIREMENTS:

- 1. Chapter submit annual officer roster (31 Oct)**
- 2. Chapter submit annual activity and financial plan (31 Dec)**
- 3. Chapter submit quarterly activity & financial reports (45 days after end of quarter)**

CHAPTERS ARE ENCOURAGED TO DO THE FOLLOWING:

- 1. Chapter annually submit individual & unit awards to state**
- 2. Chapter participate in quarterly state meeting**



Field Activity Planning and Reporting Guidelines

WORKING DEFINITIONS: (Examples)

- **Conduct**- the act of organizing, managing, sponsoring, providing direction to, and/or controlling the event. This implies action on the part of the chapter, not merely presence. It does not preclude working with other organizations. In Air Forcer terms, the OPR.
- **Support** can be in the form of helping to organize, speaking to, mentoring, taking an active part in (participating), or assisting. Some active engagement must be indicated. It implies working with other organizations. In AF terms, the OCR.
- **Attend** - To show up and observe (maybe even be introduced as representing AFA).
 - Is “attending” the same as “participating”? No. While attending events as an AFA representative is commendable and encouraged, to count for support payments some action should be demonstrated (e.g. “participate” or “Support” in addition to attending).



Guideline Example

Theme 1 - Educate the Public

- 1a. Chapter conducts or supports at least one outreach program for non-AFA audience per year
- What are examples of “outreach” programs?
 1. A program is an event/activity that is organized, sponsored, or co-sponsored by the chapter that presents the AFA message to its audience.
 2. It’s a “tell the AF, national defense and aerospace story” program. The event could be a meeting with a speaker; a trip to a base or AF museum etc ... something that brings the non-AF folks into contact with AF related things—people, equipment and/or issues. This could include: a SERIES of Letters to the Editor or OpEd page articles in the local paper signed by a Chapter Officer, or an historical or current airpower event about aerospace power presented to an organization (e.g. how AF plays in Iraq).

Similar Examples are provided for all Goals that might raise questions. These are guidelines only. State Presidents are primarily responsible for determining what counts.



The "Formula" for 2009

Rosters, Plans, Reports – Required to Pass "GO"
(No Paperwork – No Money)

- 25% -- Membership (0.75%)
 - 25% -- Newsletter
 - 25% -- Complete 1 "Conduct-Support" Goal
 - 25% -- Complete Any Other Goal
 - Another "Conduct-Support" Goal
 - Other ("Contact-Select-Invite") Goal
-
- 25% Bonus -- Complete All of the Above & Either:
 - 1.5% or Greater Membership Recruitment
 - or-
 - Complete Additional "Conduct-Support" Goal

Other Than Education (OTE) Matching Grant



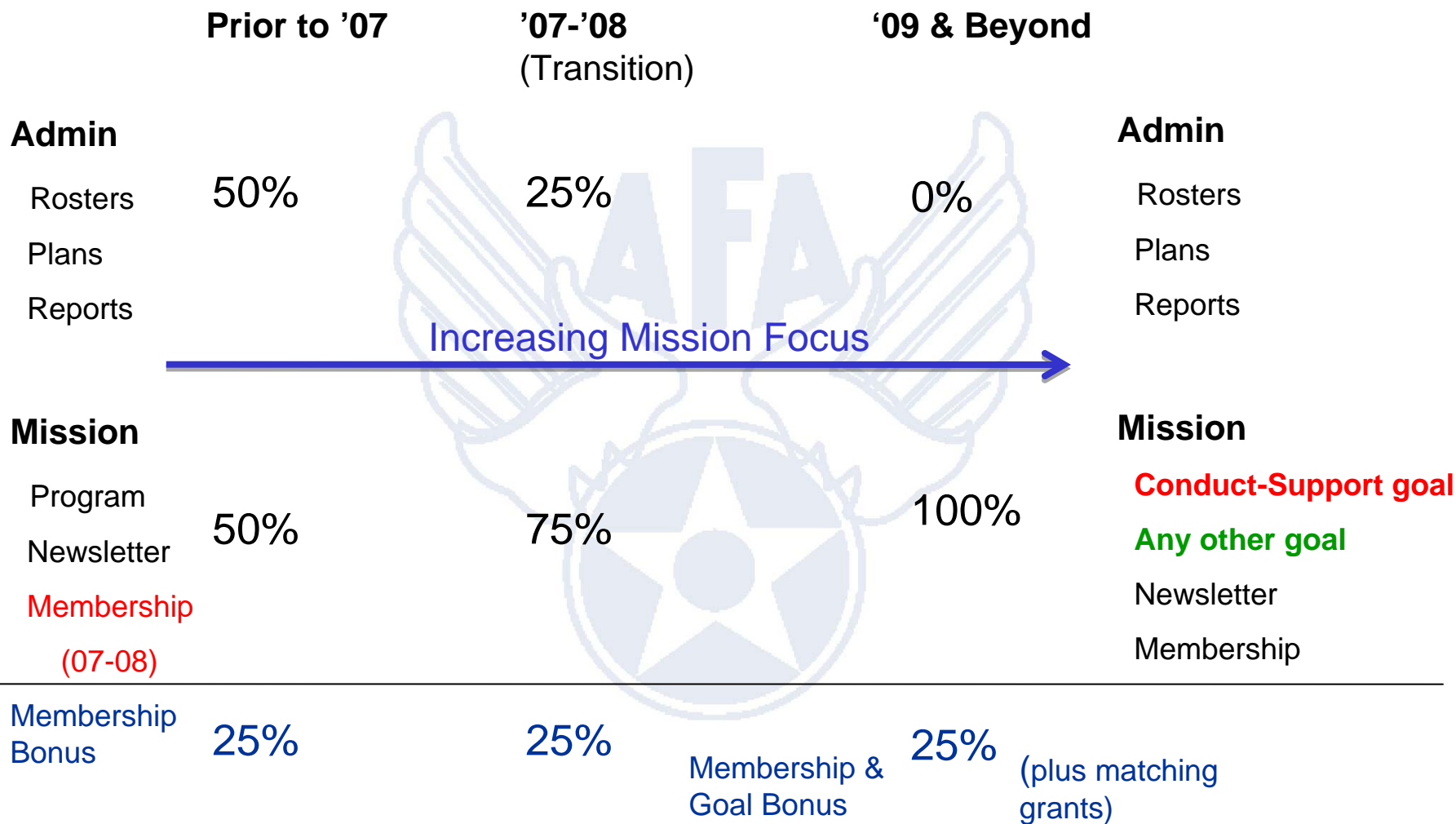
Other Than Education Matching Grant 2009

- Eligibility
 - Chapter Meets Basic 100% Support Payment Criteria (Membership goal not required for 2008)
- Chapter May Get 125% Support Payment AND the OTE Matching Grant
 - Annual Ceiling of \$1000 Per Chapter (Min of \$200 to Apply)
 - After Action Report Required
 - New Initiatives Only--May Not Fund Annual Programs
- Details In Field Operations Guide (FOG), Chapter 11

Similar to existing Chapter matching Grants for Education



Support Payments





Revised Plan/Reporting Template

- Planning and Reporting Template Revised Around Payment Formula
 - All “Conduct-Support” Goals Listed First
 - Taken from All Strategic Themes
 - Then All Other Goals from All Themes
- State President Will Review & Approve at Bottom of Each “Block”
 - Approval/Verification = HQ AFA Will Pay

Review of Draft Template



PLANNING AND REPORTING TEMPLATE FOR 2009
Chapters and States

AFA Annual Activity Plan (AAP), Quarterly Activity Report (QAR)				
CALENDAR YEAR (1 Jan-31 Dec): 2009	Annual Activity Plan: ___		Quarterly Activity Report: ___	
CALENDAR QUARTER (1 st Jan-Mar; 2 nd Apr-Jun; 3 rd Jul-Sep; 4 th Oct-Dec). Place an "X" next to the appropriate Quarter for Quarterly Reports:	Jan-Mar	Apr-Jun	Jul-Sep	Oct-Dec
	___	___	___	___
REGION NAME:	CERTIFIED (DATE/President's Name):			
STATE NAME:	CERTIFIED (DATE/President's Name):			
CHAPTER NUMBER:	CERTIFIED (DATE/President's Name):			
CHAPTER NAME:				

No Change to Header

PLANNING AND REPORTING TEMPLATE FOR 2009

Note: "P" = "Planned" and "A" = Accomplished. Place the number of events planned or accomplished next to the appropriate Goal for the Quarter.										Remarks (May be brief, but <u>must</u> contain sufficient detail to explain what you did. Always include the what, when, who, how many, how much, type of info) Expand in "Additional Remarks" section at the end of the report if necessary.
	Jan-Mar	Apr-Jun	Jul-Sep	Oct-Dec						
	Events	Events	Events	Events						
	P	A	P	A	P	A	P	A		

ACTIVITIES/PROGRAMS CONDUCTED OR SUPPORTED BY THE CHAPTER											
1a. Chapter conducts or supports at least one outreach program for non-choir audience per year	1	1									Chapter President spoke to Smallville Kiwanis Club on January 2 nd about Air Force budget requirements
1b. Chapter conducts at least one program per year for AFA members that promotes an understanding of national defense or aerospace issues			1								
1c. Chapter conducts or supports at least one aerospace education program per year							1				
1d. Chapter conducts or support at least one aerospace or, science, technology, engineering, and math (STEM) program per year	1	1									Chapter Vice President awarded 1st , 2nd, & 3rd place prizes (\$100, \$75 & \$50 Checks) to the winners of the Buford County Science Fair on February 15th.
3a. Chapter (near an active duty, guard, reserve unit, or a civilian institution supporting USAF) conduct or support at least one program per year to recognize/support USAF/ANG/AFRES personnel					1						
3b. Chapter (near an active duty, guard, or reserve installation) conducts or supports at least one program per year to support the families of the deployed forces			1								
3c. Chapter conducts or supports an education program or activity for dependents.			2								
3d. Chapter conduct or support at least one Veteran/Retiree program per year	1	1									VP for Veterans Affairs briefed local veterans on March 15th about plans for the new VA Hospital in Smallville.
3e. Chapter (near a cadet activity) conducts or supports at least one program per year						1					
4c. Chapter conducts one annual local membership drive/AFA awareness campaign	1										
	#		#			#				#	
FOR STATE USE ONLY – DID CHAPTER MEET QUARTERLY GOAL? (Include the number of events that qualify in the "Plan" column)	1										25%
	2										50%
	3										*75%

1. Chapter Goals From Annual Plan
2. Chapter Documents Achievement in QAR

3. State President Reviews & Approves
4. HQ AFA Verifies & Pays

* - If all other objectives are met, otherwise only 50%

PLANNING AND REPORTING TEMPLATE FOR 2009

Note: "P" = "Planned" and "A" = Actual. Place the number of events planned or accomplished next to the appropriate Goal for the Quarter.		Jan-Mar Events		Apr-Jun Events		Jul-Sep Events		Oct-Dec Events		Remarks (May be brief, but <u>must</u> contain sufficient detail to explain what you did. Always include the what, when, who, how many, how much, type of info) Expand in "Additional Remarks" section at the end of the report if necessary.
	P	A		P	A	P	A	P	A	

OTHER CHAPTER ACTIONS										
1e. Chapter selects a Teacher of the Year	1	1								Ms. June Summer of Smallville High School selected as Chapter Teacher of the Year
2a. Chapter annually makes personal contact with each member of the House of Representatives or staff within their chapter area (collaboratively within the state)					3					
2c. Chapter contacts each Member of the House of Representatives (or staff) in their chapter area at the start of each new Congress (every 2 years) to offer complimentary AFA Membership	3									
2e. Chapters invite local/state/national politicians and/or staff representatives to chapter events	1	1								U.S. Senator Daniel Webster VII spoke at the Chapter Awards Luncheon on March 6 th . Presented Senator Webster an honorarium (\$50 check to AFA)
2f. Chapter (with local aerospace industry) makes contact with industry leadership to build relationships, including inviting industry participation in and support for chapter events										
3f. Chapter (near AF installations) makes personal contact with senior officers/NCOs at least once per quarter to build USAF leadership-AFA-relationships	1		1		1			1		
3g. Chapter (near AF installations) contacts the Base Education Office at least once per year to build awareness of AFA scholarship and grant opportunities	1				1					
4d. Chapter implements membership retention program	1	1	1		1			1		VP for Membership called 18 individuals whose membership had expired in the last 60 days.
	#		#		#			#		
FOR STATE USE ONLY – DID CHAPTER MEET QUARTERLY GOAL? (Include the number of events that qualify in the "Plan" column)	1									25%
	2									25%
	3									25%



Some Examples for Discussion

3c. Chapter conduct or support at least one Veteran/Retiree program per year	1		1		1		2	2	<p>1-President, VP Ed and VP Communication manned AFA recruiting and information table at a Veteran's Support Day organized by Congr Bob Jones at the Town Meeting Hall on 5 Nov. More than 30 veterans groups attended; included media coverage.</p> <p>2-Chapter donated \$130 to the USA Veteran's Care Center in support of their "Operation Holiday Spirit". This provided gifts for two residents of the center.</p>
For State Use Only: DID CHAPTER MEET QUARTERLY GOAL?									

Did the chapter achieve the goal?



Some Examples for Discussion

1c. Chapter participate in or supports at least one aerospace education program per year	1				1		1	1	VP Education presented two Veteran's Day programs to students at Greenfield Elementary School in Smalltown, USA on 9 Nov. Spoke to approx 50 Kindergarten and 70 Second grade students about Veteran's Day and what it is like to be a pilot in the Air Force. Both presentations were very well received.
For State Use Only: DID CHAPTER MEET QUARTERLY GOAL?									

Did the chapter achieve the goal?



Some Examples for Discussion

3e. Chapter (near a cadet activity) conduct or support at least one program per year.		1							Chapter President attended the annual Podunk Academy JROTC dining-out 8 Feb 08, Marriott Hotel in XXXX, VA
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For State Use Only: DID CHAPTER MEET QUARTERLY GOAL?									
--	--	--	--	--	--	--	--	--	--

Did the chapter achieve the goal?



Some Examples for Discussion

<p>3a. Chapter (near an active duty, guard, reserve unit, or a civilian institution supporting USAF) conduct or support at least one program per year to recognize/support USAF/ANG/AFRES personnel.</p> <p>Did the chapter achieve the goal?</p>	3	3	3	4	3	6	3	3	<p>1- Maj Gen Joe Smith, Vice Commander of Air Combat Command was guest speaker at Oct meeting. Chapter presented a \$1900 check to Maj Gen Smith for HQ ACC MWR programs.</p>
									<p>2- Members attended and supported Col Joe Blow's invitation to the 192 Fighter Wing Activation Ceremonies Oct 13 in the 27th FS AMU hangar Langley AFB VA.</p>
									<p>3- Chapter representative presented distinguish graduate plaques to Airman Leadership School (ALS) Class 08-A on 13 Dec at the Bayside Enlisted Club on Langley AFB. - Fred Ferndock presented AFA mission brief to ALS Class 08-A on 12 Dec.</p>

For State Use Only: DID CHAPTER MEET QUARTERLY GOAL?									
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Some Examples for Discussion

3a. Chapter (near an active duty, guard, reserve unit, or a civilian institution supporting USAF) conduct or support at least one program per year to recognize/supporting USAF/ANG/AFRES personnel	5		4	4	3	2	5	3	Salute to HAF/XX, SAF/QQ, and participation in CCAF Graduation
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For State Use Only: DID CHAPTER MEET QUARTERLY GOAL?									
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Did the chapter achieve the goal?



Some Examples for Discussion

3c. Chapter conduct or support at least one Veteran/Retiree program per year	1	1	1	1	1	1	1	1	Chapter members participated in the Anytown Veteran's Day Ceremony and attended various other ceremonies throughout our region
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For State Use Only: DID CHAPTER MEET QUARTERLY GOAL?									
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Did the chapter achieve the goal?



Some Examples for Discussion

<p>3a. Chapter (near an active duty, guard, reserve unit, or a civilian institution supporting USAF) conduct or support at least one program per year to recognize/support USAF/ANG/AFRES personnel.</p>	1	1	1		1				<p>XXXXXXX Chapter sponsored the second annual Salute to Space: SAF/US on Wed 27 Feb 08 at the AFA HQ C/R. Acting Director Mr Fred Ferndock recognized his top individual and team performers. Over 100 military, civilian, family and contractor members participated.</p>
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<p>For State Use Only: DID CHAPTER MEET QUARTERLY GOAL?</p>									
--	--	--	--	--	--	--	--	--	--

Did the chapter achieve the goal?



Support Payments – 2009 Summary

1. Chapter Goals have been revised for clarity and to focus on action
2. Guidelines have been developed to help define “what counts”
3. Support payments have evolved to focus chapters on mission accomplishment
4. Planning & Reporting Template revised to reflect new payment plan
 - State Presidents are key to this process

Success is achievable by all chapters, no matter their size

QUESTIONS???