

AFRC'S INFORMATION FOR COMMANDER'S KEY SUPPORT PROGRAM FUNDING



The Commander's Key Support Program (CKSP) is not a Private Organization. CKSP is NOT permitted to engage in ANY fundraising activities.

Key Support Liaisons (KSLs) may NOT solicit gifts or donations.

Spouses may participate in fundraising activities of other groups they belong to, as long as they are not doing so in their role as a KSL.



All KSLs must complete DD Form 2793: Volunteer Agreement for Appropriated Fund Activities or Non-appropriated Fund Instrumentalities

KSLs MAY use government facilities, systems, or capabilities, including access to the installation, office space, supplies, computer, and network access as authorized.



KSLs may have official photos taken using base resources, and are encouraged to do so.

KSLs may use resources procured with appropriated funds (government computers, card stock and printers) to print KSL business cards.

TIP: Hang your official photo in your assigned squadron.



Promotional items with little to no intrinsic value, such as pens, key fobs, and magnets that are imprinted with Program information and used to promote/publicize KSL program awareness and services are authorized for purchase, if funds are available.

Unauthorized items include: Shirts, coffee mugs, water bottles, notepads, tote bags and jewelry.



KSLs may be reimbursed (ONLY when NAF Funds are available) for the purchase of uniform shirts bearing the Commander's Key Support Program information to be worn at events.

Commander's Key Support Program uniform shirts should be budgeted in advance, as part of the annual NAF budget and approved by installation NAF Council.