



**OFFICE OF THE UNDER SECRETARY OF DEFENSE
4000 DEFENSE PENTAGON
WASHINGTON, D.C. 20301-4000**

DEC 15 2008

**PERSONNEL AND
READINESS**

**MEMORANDUM FOR ASSISTANT SECRETARY OF THE ARMY
(MANPOWER AND RESERVE AFFAIRS)
ASSISTANT SECRETARY OF THE NAVY
(MANPOWER AND RESERVE AFFAIRS)
ASSISTANT SECRETARY OF THE AIR FORCE
(MANPOWER AND RESERVE AFFAIRS)**

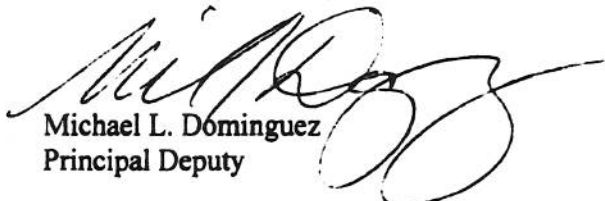
**SUBJECT: Warfighter and Family Services and Morale, Welfare and Recreation
Program Category Change**

This memorandum establishes policy to designate Warfighter and Family Services (WFS) as Category A Morale, Welfare and Recreation (MWR) programs. I have notified the Chairs of the Armed Services and Appropriations Committees of this policy change. Operation of WFS as a Category A MWR program is at the discretion of the Military Services.

Pursuant to section 4.3.1. of DoD Instruction 1015.10, "Programs for Military Morale, Welfare and Recreation," Category A MWR Programs are essential to meeting organizational objectives and shall be supported almost entirely with appropriated funds (APF), with the use of nonappropriated funds (NAF) limited to specific instances where APF are prohibited by law or where the use of NAF is essential for the operation of a facility or program.

WFS activities, which are vital to mission accomplishment, support commanders and help warfighters, and their families develop life skills and pursue career opportunities and financial stability, and assist during times of personal and family trauma and stress, including natural disasters and with the transition to civilian life. Taken together, MWR and WFS programs build the social fabric of the military community and can offer an integrated approach for the delivery of services to troops and families.

The attached WFS program description and funding guidance is included in the revised DoD Instruction 1015.10, which is currently in coordination and will be included in the next revisions of DoD Instruction 1342.22 "Family Centers" and DoD Instruction 1015.15 "Establishment, Management, and Control of Nonappropriated Fund Instrumentalities and Financial Management of Supporting Resources."


Michael L. Dominguez
Principal Deputy

Attachment: As stated.

WFS CATEGORY A PROGRAM DEFINITION AND FUNDING GUIDANCE

Category A Warfighter and Family Services Program Definition.

Per DoD Instruction 1342.22 "Family Centers," WFS may encompass a variety of programs to enhance an individual's Quality of Life such as information to help people make sound life skills decisions; assistance to parents in balancing the competing needs of parenting and mission accomplishment; crisis assistance; educational opportunities through lifelong learning; preventive education on unhealthy lifestyles; coaching assistance through prevention and referral to treatment; brief, solution-focused non-medical clinical counseling; family advocacy prevention programs, case management and intervention; sexual assault prevention and case management; and volunteer coordination.

Unit family readiness programs provide support through proactive outreach and intervention through official communication, information and assistance, and Service member and family readiness and deployment support. Additionally, these services connect with the mobile military lifestyle by providing assistance during deployments, relocation, and transition to civilian life. Services include financial counseling and assistance with career decision-making, job seeking, and the adjustment of Service members and their families to life in the military. The target population includes single and married Service members, family members, parents, dual-Service couples, special needs families, and retirees.

Category A Warfighter and Family Services Program Funding Guidance

It is at the Military Service discretion whether to operate WFS as a Category A MWR activity. As a Category A activity, the WFS program common support functions (supervision, budgeting, procurement, contracting, marketing, commercial sponsorship, and advertising) may be furnished by MWR and shall be supported by WFS appropriations. The WFS program shall be funded 100 percent with WFS appropriations, including facilities and those common support costs provided by NAFIs. WFS programs are authorized to use appropriations to provide simple refreshments at family events and volunteer recognition functions. Pursuant to paragraph 4.4. and Enclosure 6 of DoD Instruction 1015.15, "Establishment, Management, and Control of Nonappropriated Fund Instrumentalities and Financial Management of Supporting Resources," APF made available to support operations of WFS programs may be provided to the MWR NAFI according to a memorandum of agreement and treated and expended as NAF. The Military Services shall develop appropriate accounting and reporting procedures to ensure funding integrity is maintained and that WFS funds pay for those services provided by MWR either directly or through the Uniform Funding Management practice.



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PERSONNEL AND
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26 2008

The Honorable John Murtha
Chairman, Defense Appropriation Subcommittee
United States House of Representatives
Washington DC 20510

Dear Mr. Chairman:

This letter notifies Congress that the Department has designated Warfighter and Family Services (WFS) activities as Category A Morale, Welfare and Recreation (MWR) programs.

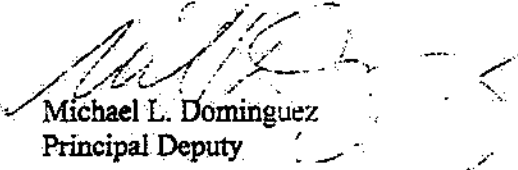
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WFS programs shall be funded with 100% of the APF made available to support them. Pursuant to 10 U.S.C. 2491, commanders may treat funds appropriated and available for MWR programs as if they were NAF and expend them in accordance with the laws applicable to the expenditure of NAF.

Thank you for your continued support of our troops and their families. A similar letter is being sent to the Chairmen and Ranking members of the Defense Appropriations Subcommittees of the House and Senate Appropriations Committees.

Sincerely,


Michael L. Dominguez
Principal Deputy

Copy to:
The Honorable C.W. Bill Young
Ranking Member



PERSONNEL AND
READINESS

OFFICE OF THE UNDER SECRETARY OF DEFENSE
4000 DEFENSE PENTAGON
WASHINGTON, D.C. 20301-4000

Nov 25 2008

The Honorable Carl Levin
Chairman, Armed Services Committee
United States Senate
Washington DC 20510

Dear Mr. Chairman:

This letter notifies Congress that the Department has designated Warfighter and Family Services (WFS) activities as Category A Morale, Welfare and Recreation (MWR) programs.

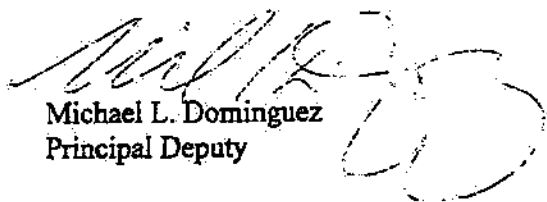
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Sincerely,


Michael L. Dominguez
Principal Deputy

Copy to:
The Honorable John McCain
Ranking Member



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OFFICE OF THE UNDER SECRETARY OF DEFENSE
4000 DEFENSE PENTAGON
WASHINGTON, D.C. 20301-4000

Nov 26 2008

The Honorable Ike Skelton
Chairman, Armed Services Committee
United States House of Representatives
Washington DC 20510

Dear Mr. Chairman:

This letter notifies Congress that the Department has designated Warfighter and Family Services (WFS) activities as Category A Morale, Welfare and Recreation (MWR) programs.

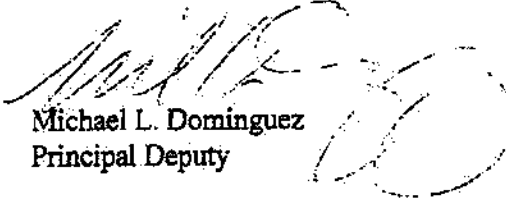
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Sincerely,


Michael L. Dominguez
Principal Deputy

Copy to:
The Honorable Duncan Hunter
Ranking Member



PERSONNEL AND
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OFFICE OF THE UNDER SECRETARY OF DEFENSE
4000 DEFENSE PENTAGON
WASHINGTON, D.C. 20301-4000

Nov 26 2008

The Honorable Daniel K. Inouye
Chairman, Defense Appropriation Subcommittee
United States Senate
Washington DC 20510

Dear Mr. Chairman:

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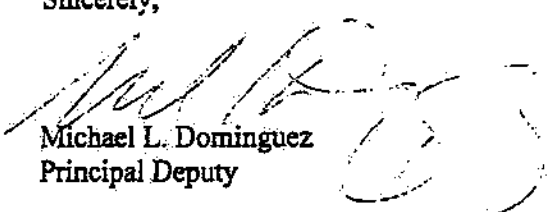
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Sincerely,


Michael L. Dominguez
Principal Deputy

Copy to:
The Honorable Ted Stevens
Ranking Member

ACTION MEMO

December 9, 2008, 1:00 PM

FOR: PDUSD (P&R)

FROM: Lynda C. Davis, DUSD (MC&FP)

Lynda C. Davis
11 Dec 08

SUBJECT: Warfighter And Family Services (WFS) and Morale, Welfare, And Recreation (MWR) Program Category Change

- The memorandum at Tab A establishes policy to designate WFS as Category A MWR programs, funded with 100% authorized appropriated funds (APF) and authorizes the Military Services to operate them as such. WFS program description and funding guidance are also provided.
- On November 26th you notified members of Congress of this policy (Tab B).
- In Leslye Arsht's April 17th testimony before the HASC Subcommittee on Military Personnel, she noted our intent to find opportunities for greater flexibilities in the use of MWR and WFS resources. (Tab C).
- The Marine Corps requested the designation of WFS as a Category A activity and they, along with the Navy, are very anxious to begin implementing this authority. The Army concurs with the change in policy at the discretion of the Service and the Air Force does not plan to implement at this time. Their comments are at Tab D.
- This guidance has been coordinated among the Services, OGC and OUSD (C) and is also included in the draft DoD Instruction 1015.10, "MWR Programs," which is out for SD-106 coordination and has been through extensive informal review (Tab E).

RECOMMENDATION: Sign the memorandum at Tab A.

COORDINATION: Tab F

ATTACHMENTS: As stated

PREPARED BY: Pam Crespi, MWR Policy, (703-588- 0871)