

UNIT ENHANCEMENT FUNDS

- Requests must be approved prior to the event!!!
- UEF Funds are unit funds to be used for unit parties
- Used for picnics/parties, events where unit participation is maximized, and can include employees families
- Request approval delegated down to 377 SVS/CL
- Only a Unit Commander may request the funds
 - The Unit Commander may spend the unit money at his/her privilege throughout the Fiscal year (Oct 1 – Sep 30)
 - Used all at once or broken up
- Higher Chain Commanders may request subordinate units funds
 - Example: ABW/CC may request MSG or SVS money
 - Wing/Base wide event where all may attend
 - Example: Summers Post NSI Bash
 - Letters must be written. Subordinate unit commanders approving the use of their funds in the wing event.
- SVF tracks funds like a checking account
 - (\$500 Unit funds - Request \$200 for XMAS Party = Balance \$300)
 - Receipts are turned in for reimbursement
 - If Unit spends only \$175 of \$200 request Funds are returned and balance continues = (\$325)
 - If funds are not spent they do not carry over to next Fiscal year
- Purchasing
 - Funds ONLY spent on Base (Commissary, AAFES, BX, SVS Facilities)
 - Funds can go towards almost everything if in the interest of the most people
 - Bouncy castles, catering, food, meat etc.
 - Food Prep Equipment, Charcoal, plates, cups etc.
 - Beer OK, on a one-time-only basis once approved by ABW/CC after Dram Shop Training completed
 - NOT to be spent on prizes where only a few can win.
 - Example: IPod or Golf Bag