

Table 12.1. Special Morale and Welfare and Related Expenditures.

| R<br>U<br>L<br>E   | A   | B   |
|--|---|---|
|  | If support is for:  | Nonappropriated Special Morale and Welfare expenditures are:  |
| <b>INDIVIDUAL RECOGNITION PROGRAMS</b>   |   |   |
| <b>Competitive Award Programs:</b>   |   |   |
| 1  | excellence in a particular function, school incentive program associated with the school's mission, mission accomplishment, special incentive program, or compliance motivation as authorized in a 36-series Air Force Instruction                              | not authorized  |
| 2  | competitive base-wide annual and quarterly awards programs (such as airman, noncommissioned officer, officer, and civilian of the quarter/year) officially announced in advance, open to the base at large, and authorized in a 36-series Air Force Instruction | authorized (see below for specific expenditures)  |
| 3  | trophies, plaques, and other awards (excluding athletic events associated with base Morale, Welfare, and Recreation sports programs)  | not authorized  |
| 4  | gift certificates, gift cards, coupons, savings bonds, and nominal cash awards  | authorized (Not To Exceed \$50.00)  |
| 5  | light refreshments, as defined in para 12.4.1.1. (other than alcoholic beverages) at awards ceremonies  | authorized (\$3.00 per person, Not To Exceed \$300.00 (whichever is less))  |
| 6  | meals for award winners and spouses (parent, child, sister, or brother in lieu of spouse)   | authorized (if not in temporary duty status)  |
| 7  | travel and per diem for attendance at awards ceremonies   | not authorized  |
| 8  | alcoholic beverages or any other expense  | not authorized  |
| 9  | intramural sports and athletic competitions   | not authorized  |
| Installation level Key Spouse Program Volunteer Recognition (once per year):   |   |   |
| 10   | light refreshments, as defined in para 12.4.1.1. (other than alcoholic beverages)   | authorized (\$3.00 per person, Not To Exceed \$400.00 (whichever is less))  |
| 11   | alcoholic beverages or any other expense  | not authorized  |
| <b>Promotion Ceremonies:</b>   |   |   |
| 12   | insignia, stripes, and similar items  | not authorized  |
| 13   | light refreshments, as defined in para 12.4.1.1. (other than alcoholic beverages)   | authorized (\$3.00 per person, Not To Exceed \$50.00 per individual ceremony (whichever is less) or \$3.00 per person, Not To Exceed \$300.00 for group ceremonies (whichever is less) <b>(T-3)</b> ) |
| 14   | alcoholic beverages or any other expense  | not authorized  |
| <b>Retirement:</b>   |   |   |
| 15   | light refreshments, as defined in para 12.4.1.1. (other than alcoholic beverages)   | authorized (\$3.00 per person, Not To Exceed \$50.00 per individual ceremony (whichever is less))   |
| 16   | corsage/boutonniere for spouse of retiree   | authorized (Not To Exceed \$20.00)  |
| 17   | mementos  | not authorized  |
| 18   | alcoholic beverages or any other expense  | not authorized  |
| <b>MEMORIAL OBSERVANCES</b>  |   |   |
| <i>for local observances that uphold traditions of the Service and the United States (such as Veteran's Day, Memorial Day, Deactivation Ceremony):</i>   |   |   |
| 19   | light refreshments, as defined in para 12.4.1.1. (other than alcoholic beverages)   | authorized, Not To Exceed \$100.00  |
| 20   | any other expense   | not authorized  |
| <i>upon the death of a military member or civilian employee of that organization; member of their immediate family; or distinguished leader of the local community with strong ties to the base:</i> |   |   |
| 21   | flowers or wreaths  | authorized (Not To Exceed \$100.00)   |
| 22   | any other expense   | not authorized  |

| <b>WELCOMING AND ORIENTING</b>  |   |  |
|---|---|--|
| <i>for base wide newcomers' welcome/orientation:</i>  |   |  |
| <b>23</b>   | light refreshments, as defined in para <b>12.4.1.1.</b> (other than alcoholic beverages)                      | authorized (\$3.00 per person, Not To Exceed \$200 per event)  |
| <b>24</b>   | alcoholic beverages or any other expense  | not authorized   |
| <i>for Commander's Call:</i>  |   |  |
| <b>25</b>   | light refreshments, as defined in para <b>12.4.1.1.</b>   | authorized (\$3.00 per person, Not To Exceed \$200.00 for squadron, \$300.00 for group or \$500.00 for wing)   |
| <b>26</b>   | alcoholic beverages or any other expense  | not authorized   |
| <i>for annual recognition/informational event with members of the Wounded Warrior program (Air ForceW2) their family members, care givers and non-medical attendants:</i> |   |  |
| <b>27</b>   | light refreshments, as defined in para <b>12.4.1.1.</b>   | authorized (\$3.00 per person, Not To Exceed \$400.00 (whichever is less))   |
| <b>28</b>   | alcoholic beverages or any other expense  | not authorized   |
| <b>CHANGE OR ASSUMPTION OF COMMAND CEREMONIES</b>   |   |  |
| <i>authorized for ceremonies at or above squadron level for change of military commander or civilian equivalent:</i>  |   |  |
| <b>29</b>   | for pro rata share of costs for authorized non-Department of Defense attendees, excluding alcoholic beverages | not authorized   |
| <b>30</b>   | light refreshments, as defined in para <b>12.4.1.1.</b> (other than alcoholic beverages)                      | authorized (\$3.00 per person, Not To Exceed the following amounts (whichever is less):<br>\$2,000 for Major Command/<br>Nonappropriated Fund/Combatant<br>Cost Center, or equivalent; \$1,000 for<br>Field Operating Agency/Center/Wing,<br>or equivalent; \$500 for Group, or<br>equivalent; \$250 for Squadron, or<br>equivalent) |
| <b>31</b>   | alcoholic beverages or any other expense  | not authorized   |