

TO: MWA Council
THRU: MWA Branch Head
DATE:
SUBJECT: Request for NAF support for an event

REFERENCES: A. ACO Directive 5-1, Morale and Welfare Programmes, dated 3 October 1997
B. MWA TORs, dated

PROPONENT or SPONSOR:	
EVENT TITLE:	EVENT DESCRIPTION:
The principal OBJECT or PURPOSE of the event:	
Intended participants (internal): Intended participants (external):	
Intended benefits to the NATO community in the Naples area:	
Planned programme:	
Detailed requirements (personnel, property, logistics):	
Funding provisions for the event:	
The amount of funding requested is: The proponent intends to use the funding, if granted, for: The expected benefits of this funding are:	

The undersigned understands and agrees to the following conditions, if this funding request is granted:

- External members cannot benefit from NAF support to the event or participate in determining how such funding is to be spent.
- The funding, if granted, will be indirect. This means that the MWA will pay out the sum(s) only for the purpose set out above and approved by the MWA Council and only upon receipt of a valid original invoice or “fattura” bearing an official, verifiable control number. Informal or incomplete invoices cannot be honoured.
- The proponent, recipient of the funding, undertakes to produce a detailed financial estimate showing the cost/profit outcome of the event, and a final financial balance sheet showing how the funding was used to realize the intended purpose.

I certify that that information submitted above is accurate. Furthermore, I accept responsibility for ensuring that the proposed funding, if approved, will be administered, in conjunction with the MWA, in accordance with applicable policy, rules and regulations as determined by JFC HQ Naples Commander or his delegate.

NAME

TITLE/ROLE: Chairperson

SIGNATURE:

DATE:

ENCLOSURE:

as stated