

**PROGRAM FUNCTION – National Guard MOU/Family Support - (Ideal time line, Year Round)**

**THE JOB:**

The function of administering an outreach program in partnership with the National Guard Bureau (NGB) is to bolster support for National Guard service members and their families, who face increasing deployments in the War on Terror. The program, formalized by a Memorandum of Understanding signed with the National Guard Bureau on 23 March 2005, significantly expands the National Guard Family Programs volunteer network. (NG FACs provides assistance for *all* military personnel/dependents that are in need and learn of this resource.)

**Objectives for This Year**

Guard Units/Family Assistance Centers

**Post**

Last Year's Total Contacts	This Year's Total Contacts

**Tasks to be carried out in executing this program.**

- Post selects a Chairperson for the program.
- Chairperson reviews the literature, resources and makes a contact with the NG JFHQ in your respective state/department. The POC should be with the Guards State Family Program Director. (SFPD) *Your National Programs Dept. can provide the POC.*
- Determine with the SFPD if there are NG Family Assistance Centers in your area. (Creates the ideal situation.)
- Debrief any previous committee chairs/members who conducted the program in prior years.
- Recruit your committee that will assist you.
- Utilize the links from the AMVETS Web Site to connect with the NG Family Team Building online training modules. (A must if you are going to take this program seriously.)
- Working through your NG POCs, determine what their needs are. (Needs vary by deployment status and location.)
- Develop a plan to address the issues or fulfill the needs based on your Posts capabilities.
- Deliver on what you commit to accomplish.
- Involve your Post PRO in providing information about your program to local media.

**Set dates in post calendar for tasks and meetings**

Jan	Feb	Mar	Apr	May	Jun
Jul	Aug	Sep	Oct	Nov	Dec