



**Army Family Action Plan
(AFAP)
Fort Hood Issue Submission Form**

Army Family Action Plan (AFAP) Issue Guidelines

An AFAP issue is any problem or concern you have regarding the quality of life within the Army. An issue can be one that will affect only the Fort Hood community, or one that will be effective Army-wide. It must contribute positively to the Army goal of readiness and retention and must be something that can be judged as attainable. *Delegates comprising of Soldiers (both single and married), DA civilians, retirees, their family members and surviving spouses will review every issue and prioritize the ones that they believe would make the greatest impact in improving the Quality of Life in the Total Army Force.* Delegates reviewing an issue should be able to understand the problem or issue, understand why it is an issue, and understand how the issue could be resolved. This mainly depends on how the issue is written. The better an issue is written, the better chance it has of being prioritized. A well written issue must contain a title, a scope and your recommendation(s). If you have more than one issue, please complete an issue submission form for each. An AFAP issue is a powerful tool when utilized! Because of people like you, AFAP issues have resulted in *128 Legislative changes, 184 DoD or Army policy/regulatory changes and improved 208 programs or services/funding.*

*Issues to be reviewed at 2013 local Focus Forums must be submitted
NLT 30 September 2014.*

The Army can't fix what they don't know is broken. Write up and submit your AFAP issue today and be a part of improving your Army's future! For additional information on AFAP or to be a part of this important process, contact your local AFAP office at (254) 287-AFAP (2327). The AFAP Office is located in the Lane Volunteer Center, Building #16005 on the corner of T.J. Mills and Old Ironsides.

Issue forms can be submitted online at www.myarmyonesource.com, click on Family Programs & Services, scroll down to Army Family Action Plan Issue Management, then click on submit issue. Issue forms can also be hand carried to Lane Volunteer Center, faxed to 254-288-3650 or emailed to usarmy.hood.imcom-fmwrc.list.ACS-AFAP@mail.mil



Issue Title:

Should be short, clear and concise and identify your concern or problem regarding the quality of Army life. Should be understandable to anyone who reads it but not be a complete sentence. Should identify the issue, not give a detailed description.

Scope: *Explain your concern, why it is a problem and who it affects.*

Recommendation(s): *How you want this issue to be resolved.*

The following information is not required, but if you wish to be contacted in reference to your issue, please complete:

Name: _____

Telephone: _____

Email: _____