



DEPARTMENT OF THE AIR FORCE
87TH AIR BASE WING (AMC)
JOINT BASE MCGUIRE-DIX-LAKEHURST, NJ

4 April 2022

MEMORANDUM FOR JB MDL COMMANDERS & DIRECTORS

FROM: JB MDL/CC

SUBJECT: JB MDL Unit Enhancement Funds (UEF) Program Policy Memorandum

1. This memorandum provides policy for the distribution and use of JB MDL Non-Appropriated Morale, Welfare, and Recreation Fund unit funds for military and civilian personnel assigned to a tenant unit.
2. Unit and Tenant Unit Commanders on JB MDL will be eligible to receive up to the following amounts to their organization for morale unit enhancement events.
 - a. Squadron Funding Support allows \$9 for each active duty/FTE military member assigned to a tenant unit and \$2 for each DoD Civilian (excludes Contractors).
 - b. Group Funding Support allows \$2 for each active duty/FTE military member assigned to a tenant unit and \$0.50 for each DoD Civilian (excludes Contractors).
 - c. Wing Funding Support allows \$1 for each active duty/FTE military member assigned to a tenant unit and \$0.50 earned for each DoD Civilian (excludes Contractors).
3. The Nonappropriated Funds (NAFs) are allocated to support unit events for the morale and welfare of the military and civilian personnel assigned to the unit. Advance approval is required for unit fund requests. The following rules apply:
 - a. UEF are available during the fiscal year to be used towards expenses incurred on events during the fiscal year received. Reimbursed expenditures are provided after receipts are submitted from events.
 - b. Authorized expenditures include food and non-alcoholic beverage items or catering from any of the NAF food operations. Additionally, equipment rentals, ticket purchases, etc. are authorized for one-time purchases. Squadrons may purchase authorized items at any on-base or off-base location.
 - c. Unauthorized uses are purchasing alcoholic beverages, gifts/mementos, or items authorized under APF funding, donating Unit Enhancement Funds to other organizations, and purchasing assets to be used on a repetitive basis. UEF cannot be used in conjunction with UNITE or SM&W funds.
4. Please contact the 87th Force Support Squadron, Resources Management Flight at 87fss.unitenhancement.funds@us.af.mil if you have any additional questions or concerns.


B. WESLEY ADAMS, Colonel, USAF
Commander