DEPARTMENT OF THE ARMY
US ARMY INSTALLATION MANAGEMENT COMMAND
HEADQUARTERS, UNITED STATES ARMY GARRISON, FORT GORDON
307 CHAMBERLAIN AVENUE
FORT GORDON, GEORGIA 30905-5730

SEP 16 2026

AMIM-GOG-ZA (1FF)

MEMORANDM FOR Fort Gordon Military and Civilian Garrison Personnel

SUBJECT: Garrison Commander's Policy Memorandum No. 17 - Use of Nonappropriated Funds (NAFs)

1. Use of installation NAFs for unit functions and social events (e.g., parties, organization days, etc.) will be limited to activities coordinated with the Business Operations Division (BOD), Cyber Conference & Catering (C4), whether conducted on or off post. This does not include events for which food is purchased and cooked by unit personnel (e.g., cookouts with hamburgers, hotdogs, steaks, etc.). This policy does not apply to Chaplains' Fund.

2. Request for such events should be coordinated first with the Business Operations Conference & Catering. Requesting units will submit an itemized list of foods, beverages, and/or services being sought to assure that competitive pricing is on like or similar items. If BOD, C4 declines or is unable to provide the request, the requesting units will obtain a written Statement of Non-availability (SNA) from the representative of the facility. The SNA will then be presented along with a Purchase Request (PR) to Support Services Division, Directorate of Family and Morale, Welfare and Recreation (DFMWR), 15 days prior to the event, in order to obtain approval for funding and arrange to purchase from an alternate source.

3. Without a SNA from the DFMWR facility, expenditure of NAFs will not be authorized. This will best manage Fort Gordon's NAF resources, extending the benefits they provide to the installation and its personnel.

4. The proponent for this policy memo is the Directorate of Family and Morale, Welfare and Recreation, (706) 791-4140.

NANCY K. HARRIS
COL, SC
Commanding