

AFSA Awards Submission Matrix

Section I: General Information

Submitter:

Division/Chapter:

Awards Year:

Section II: AFSA Individual Award Nominations

Award	Member ID	Rank/Name	Chapter	Cover Letter	Biography	Package	Head Shot Photo	Full Length Photo
SNCO of the Year				<input type="checkbox"/>	<input type="checkbox"/>	AFSA 100 (Note 1) □	<input type="checkbox"/>	<input type="checkbox"/>
NCO of the Year				<input type="checkbox"/>	<input type="checkbox"/>	AFSA 100 (Note 1) □	<input type="checkbox"/>	<input type="checkbox"/>
Amn of the Year				N/A	<input type="checkbox"/>	AFSA 100 (Note 1) □	<input type="checkbox"/>	N/A
AFSA Member of the Year				N/A	<input type="checkbox"/>	AFSA 100 (Note 1) □	<input type="checkbox"/>	N/A
Family Member of the Year				N/A	<input type="checkbox"/>	AFSA 100 (Note 2) □	N/A	N/A
Legislative Award				N/A	<input type="checkbox"/>	AFSA 100 (Note 4) □	N/A	N/A
VAVS				N/A	<input type="checkbox"/>	AFSA 100 (Note 2) □	N/A	N/A
Volunteer Service Award				N/A	<input type="checkbox"/>	AFSA 100 (Note 2) □	<input type="checkbox"/>	N/A
Membership Achievement Award				N/A	<input type="checkbox"/>	AFSA 100 (Note 5) □	<input type="checkbox"/>	N/A

Section III: AFSA Team Award Nominations

Award	Division/Chapter	Package	Attachments
CMSgt Richard L. Etchberger Communications Award (Division)		AFSA 100 (Note 1) □	Newsletters (Note 6) □
CMSgt Richard L. Etchberger Communications Award (Chapter)		AFSA 100 (Note 1) □	Newsletters (Note 6) □
International Legislative Award		AFSA 100 (Note 1) □	N/A
Volunteer Service Award		AFSA 100 (Note 1) □	N/A
Humanitarian Service Award		AFSA 100 (Note 1) □	N/A
Chapter of the Year < 500 Members		AFSA 100 (Note 3) □	N/A
Chapter of the Year > 500 Members		AFSA 100 (Note 3) □	N/A

Section VI: Notes

Note 1: The Specific Achievements block on the AFSA Form 100 is limited to data on the front side of the form only.

Note 2: The Specific Achievements block on the AFSA Form 100 is limited to 21 lines including the headings.

Note 3: The Specific Achievements block on the AFSA Form 100 is limited to the front and back side of the form.

Note 4: The Specific Achievements block on the AFSA Form 100 is limited to 40 lines including the headings.

Note 5: The Specific Achievements block on the AFSA Form 100 is limited to 34 lines including the headings.

Note 6: Three copies of newsletter editions.

AFSA MANUAL 100-5, Attachment 1 (AFSA Awards Matrix) Version December 2024