

\*\* DATE \*\*

Commander address block

Local Federal Coordinating Committee, CFC  
Via PCFO  
PO Box 2215  
Tacoma WA 98401

1. I submit the following organizations for inclusion in the charity listing for the 2009 Combined Federal Campaign of the South Puget Sound, WA per 5 CFR 950.204(c):

- a. Name of Organization:
  - i. Address: charity location
  - ii. Address: for payment
  - iii. Telephone Number donors can contact to receive further information about organization:
  - iv. Percentage of total support and revenue spent on administration and fundraising: %
  - v. 25 word description (or may state same as previous year if participated in year prior):
  - vi. Taxonomy Codes – if desire to list up to 3

2. I certify that the organization named in this application is in compliance with all statutes, Executive orders, and regulations restricting or prohibiting U.S. persons from engaging in transactions and dealings with countries, entities, or individuals subject to economic sanctions administered by the U.S. Department of the Treasury's Office of Foreign Assets Control. The organization named in this application is aware that a list of countries subject to such sanctions, a list of Specially Designated Nationals and Blocked Persons subject to such sanctions, and overviews and guidelines for each such sanctions program can be found at <http://www.treas.gov/ofac>. Should any change in circumstances pertaining to this certification occur at any time, the organization will notify OPM's Office of CFC Operations immediately.

3. CFR Certification: I certify that the above named organization(s) meet the eligibility criteria of 5 CFR 950.204(d). Specifically, I certify that the above listed:

- a. Are a nonprofit, tax-exempt organization(s) that provides family service programs or youth activity programs to personnel in the command, and does not receive a majority of its financial support from appropriated funds.
- b. Demonstrate a high degree of integrity and responsibility in the conduct of their affairs. Contributions received are used effectively for the announced purposes of the organization.
- c. Are directed by the base/installation Non-Appropriated Fund Council or an active voluntary board of directors which serves without compensation and holds regular meetings.

d. Conduct its fiscal operations in accordance with a detailed annual budget, prepared and approved at the beginning of the fiscal year. Any significant variations from the approved budget have prior authorization from the directors. The activities have accounting procedures acceptable to an installation auditor and the inspector general.

e. Have a policy and practice of nondiscrimination on the basis of race, color, religion, sex, or national origin applicable to person served by the organization.

f. Prepare an annual report which includes a full description of the organization's activities and accomplishments. The reports are available to the public upon request.