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# What happens to Issues after submission?

- Issues are researched to determine if it is an active issue or has already been addressed/resolved.
- Local command conducts issue review to determine if resolvable at that level.
- Local Commander makes decision to elevate to a higher level (Department of the Army) if unable to resolve.
- Focus group is assigned and all issues, elevated to DA level are reviewed for entry into the AFAP Senior Leader Review Process.

Thank you for taking the time to share your concerns with Army Leadership.

Please provide us with your contact information so that we may reach out to you in the event more information regarding your concern is needed.

Suggestor's Name:

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Phone Number:

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Email:

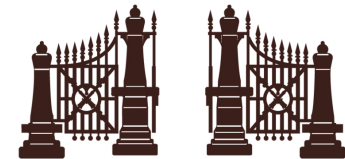
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Identifier:

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## Picatinny Arsenal



### ARMY FAMILY ACTION PLAN (AFAP) ISSUE GUIDELINES

2021



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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 Picatinny Arsenal 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 Family Members 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 a recommendation. 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 129 Legislative changes, 197 DoD or Army policy/regulatory changes and improved 216 programs or services/funding.

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:

Army Community Service/AFAP

Building 3225

Picatinny Arsenal

973-724-7247



Check to see if your issue has already been submitted!

*Click here to search ArmyOneSource!*

*PLEASE NOTE: Issues with States Rights, Veteran's Affairs, Homeland Security, and USDA are not in the Army's Purview and cannot be worked through AFAP.*

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**TITLE:** Should be short, clear, concise and identify your concern or issue regarding the quality of Army life. Should be understandable to anyone who reads it but not be a complete sentence. Title should include demographic group if appropriate.

**SCOPE:** What is this about? Explain your concern, why it is a problem and who it affects.

Statement of the problem validate with facts and information, and explain the impact. Minimum 3 maximum 10 sentences.

**RECOMMENDATION:** How you believe this issue can be resolved.

Recommendation should have one measurable end product. The recommendation must fall under one proponent agency that is under the tasking authority of the Director of the Army Staff (DAS).