

PRE-COMMISSIONING UNIT, BATH MAINE – S U P S H I P, B A T H

Quality of Life Resource Guide

2026

Welcome Aboard!

PCU Support Manager

My Name is Robert Whynot and I am the Pre-Commissioning Unit Support Manager for Naval Surface Training Systems Program Office in Bath Maine. I am excited to welcome you to our Bath, Maine Shipyard Community and all that New England has to offer. As part of my job as the PCU Support Manager, I assist Pre Commissioning Units in providing necessary Quality of Life resources to support our PCU Sailors and their families during their time in Maine. The information, and resources provided in this guide will be a starting point to assist in making informed choices for your family. You will also find local Maine & New Hampshire school & base information, and more.

We are glad you are here and look forward to you becoming an important part of our PCU family. If you have any questions, concerns, suggestions, or you just want to say hello, please contact me at Robert.s.whynot.civ@us.navy.mil or call (207)442-5185 I look forward to meeting you and again, Welcome Aboard!



Robert Whynot
Robert.s.whynot.civ@us.navy.mil
207-442-5185



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Family Housing Resources



Bath/ Brunswick (ME 136) BAH Rates

<https://www.travel.dod.mil/Allowances/Basic-Allowance-for-Housing/BAH-Rate-Lookup/>

Use ZIP code 04530

Although improving, finding family housing in the local Bath area can prove challenging. Here are a few pointers:

1. *Start looking early. Large apartment complexes do not exist in Maine, unlike Fleet Concentration areas. If there is a waiting list, get your name added.*
2. *Pay close attention to whether utilities and caretaker services (Snow Plowing, landscaping etc.) are included. These can be costly (or cost savings) expenses. (Imagine having a 1/2 mile long driveway with no plow service!)*
3. *Home heating, depending on size, type of furnace, and age of home can cost hundreds of dollars per month during the winter. Most rentals do not have AC.*
4. *Facebook, Zillow and Local Property Managers are good sources for rental properties. You will not find a whole lot on apartments.com or other popular rental websites. Craigslist and local papers are also a good resource.*
 - a. Facebook Groups to Join/ follow:
 - ◇ **Bath/ Brunswick/ Topsham rentals**
 - ◇ **Midcoast Maine Rentals**
 - ◇ **Maine Apartment and Rentals**
 - ◇ **Yarmouth & North Yarmouth, Maine Community Network**
 - ◇ **Apartment and Home rentals of Midcoast Maine**
 - ◇ **Maine Rentals**

5. **Other Housing POCs can be found here:**



Housing Points Of
Contact.xlsx



Unaccompanied Housing

- There is a limited number of Government provided barracks rooms for PCU Sailors. Geographic Bachelors, and Single E-4 and below Sailors are guaranteed space in our Barracks at no cost.
- Phase 3 and 4 Sailors will be provided barracks rooms until we reach capacity.

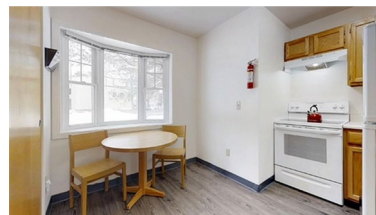
Bath Barracks

- ◇ **31 Bedroom capacity**
- ◇ **1 story 2- and 3-Bedroom furnished units**
- ◇ **Located at 9 Park Street, Bath Maine, a quiet residential area approximately 7 minutes from the PCU**
- ◇ **Full Kitchen, dining area and living room in each unit.**
- ◇ **Internet, TV and utilities provided.**
- ◇ **Common area laundry and small fitness area**



Brunswick Barracks

- ◇ **98 Bedroom capacity**
- ◇ **2 story 2- Bedroom furnished units**
- ◇ **Located at 748 Pegasus Street, Brunswick Maine, on former Brunswick Naval Air station. Approximately 14 minutes from the PCU**
- ◇ **Full Kitchen, dining area and 2 storage closets in each unit.**
- ◇ **Internet, TV and utilities provided.**
- ◇ **In unit Laundry**
- ◇ **Walk to Brunswick YMCA, Rec center**
- ◇ **5 minutes to restaurants, Walmart, etc.**



Medical Care in Bath Maine

All Servicemembers and their families are authorized TRICARE PRIME – REMOTE in Bath Maine.

IMPORTANT NOTE FOR SAILORS ARRIVING IN BATH, MAINE:

- Civilian Primary Care Providers (PCMs) have a 4-8 month waiting list for new patients. It is imperative that you find a PCM and set up a “New Patient” appointment with them well ahead of your arrival to Bath. DO NOT enroll in TRICARE Prime Remote (TPR) until departing your last duty station to ensure coverage. You can still set up an appointment with a new PCM prior to shifting coverage, as long as you enroll in TPR prior to your first appointment.
- Humana East is the Regional Contractor for TRICARE Prime Remote for the Bath area. [TRICARE East | Humana Military](#)
- Find a PCM Here: [Humana Military TRICARE East PCM Selection \(humana-military.com\)](#)

TRICARE Prime Remote FAQs

TRICARE Prime Remote (TPR) is a managed care option available in remote areas in the United States. By law, you can only use TPR if both your sponsor's home and work addresses are more than 50 miles (or one hour's drive time) from a military hospital or clinic.

- [Enrollment](#) is required—no enrollment fees.

Who Can Participate?

TPR is available in designated remote locations in the United States for:

- Active duty service members
- Active duty family members who live with TPR-enrolled sponsor

How It Works

- You'll get most care from your [primary care manager \(PCM\)](#)
 - You may have a network PCM, if available
 - If not, select any TRICARE-authorized provider. An authorized provider is any individual, institution/organization, or supplier that is licensed by a state, accredited by national organization, or meets other standards of the medical community, and is certified to provide benefits under TRICARE. There are two types of TRICARE-authorized providers: Network and Non-Network. DS as your PCM.
- Your PCM:
 - Refers you to specialists for care he or she can't provide
 - Works with your regional contractor for [referrals/authorization](#)
 - Helps find a specialist in the network
 - Files claims for you

What You Pay

- No enrollment fees
- No out-of-pocket costs for any type of care as long as care is received from your PCM or with a referral.
- Care received without a referral is subject to [point-of-service fees](#).

Dental Care in Bath Maine

All Servicemembers are enrolled in the TRICARE Active Duty Dental Program (ADDP) while in Bath Maine.

<http://www.addp-ucci.com/>

Active Duty Dental Program

If you're an active duty service member (ADSM), you get most of your dental care at military dental clinics.

The Active Duty Dental Program (ADDP) is for ADSMs who are:

- In the continental United States (CONUS) 50 United States, the District of Columbia, American Samoa, Guam, the Northern Mariana Islands, Puerto Rico, and the U.S. Virgin Islands) and
- Outside the continental United States (OCONUS) Areas outside of the 50 United States, the District of Columbia, American Samoa, Guam, the Northern Mariana Islands, Puerto Rico, and the U.S. Virgin Islands).

Under the ADDP, ADSMs receive civilian dental care. This ensures your dental readiness and your overall health. The ADDP is for ADSMs who are:

- Referred from a military dental clinic, also known as a military dental treatment facility (DTF). DTF-referred care is only available CONUS.
- Remotely located.
 - If you're CONUS, then you must live and work (duty location) more than 50 miles from a DTF.
 - If you're OCONUS, then you must be enrolled in [TRICARE Prime Remote Overseas](#)

IMPORTANT NOTE FOR SAILORS ARRIVING IN BATH, MAINE:

- SCHEDULING AN APPOINTMENT: Here's what you need to know before scheduling your military dental clinic-referred ADDP dental care.
 - Use a network dentist. You can find a list of network dentists using the ADDP website's Find a Dentist tool. If you can't locate a network dentist, call United Concordia at 1-866-984-2337 for help.
 - If you choose to use a non-network dentist without pre-approval, you'll be responsible for all costs related to the care you received.
 - **Get an appointment control number (ACN). You must get an ACN from United Concordia before you get care with the ADDP. You can get an ACN on the ADDP website. You can also call 1-866-984-2337.**

YMCA and Fitness Resources



All Servicemembers are eligible for the Navy's "Military Outreach Initiative" (MOI) which provides Sailor's access to YMCA or private fitness memberships while in Bath Maine.

- Service members are classified as "Category 1" and families "Category 2".
- Enrollment paperwork must be submitted via the Command YMCA/ Fitness representative, through the YMCA and Military OneSource for approval.
- Memberships will remain active as long as participants visit the fitness facility a minimum of 8 days per month.
- Details can be found at:

[ASYMCA Program](#)

There are 2 YMCA locations in the local area:

Bath YMCA- 303 Centre St, Bath, ME 04530, 5-minute drive from the PCU.

Brunswick Landing YMCA- 24 Venture Ave, Brunswick, ME 04011; 13 minutes from PCU (immediately behind Brunswick Barracks)

Other Fitness Resources:

- Midcoast Athletic & Recreation Center (MARC)
 - Located next to YMCA in Brunswick, large indoor basketball and track facility. Outdoor skate park, tennis courts, pool and other resources are under construction.
 - [About | MARC](#)
- Planet Fitness (does not qualify for MOI program currently)
 - Nine locations nearby, including Brunswick, Falmouth, Portland, South Portland and Auburn



Local Preschool Information

Many young families moving to the Seacoast of Maine or New Hampshire have questions about preschool for their young children. The following is a small list of facilities in the area. Please conduct your own search based on the needs & values of your individual family to find the right fit for your child.

The Navy, DOD, etc. do not endorse any school or private programs outside of the Navy Child and Youth Programs.

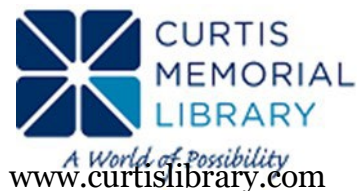
For information regarding Fee Assistance & Respite Care please go to
www.ChildCareAware.org

Blueberry Hill 41 Church Road	Brunswick	ME	207-729-8505	Preschool ages 3-5
Bright Start Early Childhood Center 84 Main Street	Topsham	ME	207-725-7621	Childcare/Preschool ages 2 1/2-5
Brunswick Montessori School 29 Merryman Lane	Brunswick	ME	207-807-6351	Age 2-6
Brunswick Parks and Recreation	Brunswick	ME	207-	Ages 3-5 (2,3 or 5 day program)
Family Focus 2 Davenport Circle 44 Water Street	Bath Brunswick	ME	207-386-1662 207-725-9702	Child Care/Preschool ages 6months-5yrs
Follow the Child Montessori School 120 North Street	Bath	ME	207-442-8900	Ages 3-6
Harpwell Community Nursery School Kellogg Church, 917 Harpswell Neck Rd	Harpwell	ME	207-833-5102	Ages 3-5
Head Start—Midcoast Maine Community Action CED Bath Head Start—Wing Farm MMCA Brunswick Head Start Pejepscot Head Start	Bath Brunswick Topsham	ME	207-442-7943 207-729-4721 207-725-1348	Early Child development program for income eligible, PreK children & families
Learning Land 9 Cleveland Street	Brunswick	ME	207-725-4387	Early Childhood & PreK for Ages 3-5
Maine Mother & Company	Brunswick	ME	207-406-4218	Resource for Moms & Newborns
McKeen Street Learning Center 111McKeen Street	Brunswick	ME	207-729-5054	Childcare/Preschool Ages 2-5
Merriconeag Waldorf School 57 Desert Rd	Freeport	ME	207-865-3900	Many options available
Pejepscot Day School 646 Lewiston Rd	Topsham	ME	207-725-1229	Preschool Ages 3-5
Sweetpeaz Early Childhood Enrichment 40 Rupununi Run	Topsham	ME	207-841-3619	Preschool Ages 3-5
The Children's Schoolhouse 223 North Street	Bath	ME	207-443-4771	Parent involved preschool—1st grade
The Little Schoolhouse on Maine 368 Maine Street	Brunswick	ME	207-725-8877	Childcare/Preschool Ages 6 weeks—5 yrs

Local Area Resources

Bath Parks & Recreation www.BathRecreation.com

Brunswick Parks & Recreation www.BrunswickME.org/parks-recreation



Library of Things... Borrow kits for kits for home...

Crafts — Education — Health & Wellness —
Home & Garden — Kitchen — Music —
Science & Technology — Self Help — Sports & Recreations



www.GetActiveSouthernMidcoast.org



www.btl.org



www.hhlt.org



33 Summer Street, Bath, ME 04530

[Directions](#)

pflweb@patten.lib.me.us

(207) 443-5141



TOPSHAM PUBLIC LIBRARY
a community center for all

25 Foreside Road
Topsham, ME 04086
(207) 725-1727

[Contact Us](#)



**For information about
Military Housing please call
(207) 438.2732**



To access all of the latest information, base maps, phone numbers,
hours & more, visit

www.NavyMWRPortsmouthShipyard.com

Don't forget to "LIKE" us on Facebook @

www.facebook.com/pnsyffr



(207) 438-4848



(207) 438-2341



(207) 438 - 1835

- ➡ Personal Financial Management
- ➡ Employment Assistance
- ➡ Command Support
- ➡ Counseling
- ➡ Military Life Skills
- ➡ Deployment Support
- ➡ Relocation Services



Thresher Memorial Chapel
FOOD PANTRY

Open 24 Hours a Day

**Base Chaplain Available
at (207) 438-1970**



TUTOR.COM for
U.S. MILITARY FAMILIES
www.tutor.com/military



MILITARY ON•=SOURCE

NOW ENROLLING

Childcare at the YMCA

SECURE YOUR SPOT TODAY!

The Bath Area Family YMCA is proud to partner with General Dynamics Bath Iron Works to expand childcare availability to their employees as well as members of Navy SUPSHIP Bath (SSBA).

We are now accepting applications for our new, 10-classroom Early Learning Center in Brunswick, slated to open in September.

Infant, toddler, and preschool age children of current SUPSHIP personnel are eligible. Enroll today!



QUESTIONS?

Contact Michaela Lothrop at michaela@bathymca.org.

Scan to learn more.



Learn more at
BATHYMCA.ORG/BIWCHILDCARE





**DOD ARMED SERVICES YMCA INITIATIVE
MILITARY OUTREACH INITIATIVE**



INSTRUCTIONS – PROGRAM PACKET

SERVICE MEMBER/SPOUSE: Membership Application Process - New and Renewal Requests

1. Determine eligibility category (page 2).
2. Review mandatory attendance and reporting requirements (page 3).
3. Complete and sign the “Membership Application” form (page 4); use same form for new and renewal requests.
4. NEW Request – email application to your **Military Component Approving Official (MCAO) address** (below).
5. RENEWAL Request – email application **and** Attendance Report to your **MCAO**.
 - Submit renewals 30 days prior to the end of the current membership period to avoid a gap in service.
 - Renewal requests **MUST** include Attendance Report (see page 3 for calculation and reporting details).

COMMAND/UNIT: Certify Independent Duty Station (IDS), Designate Fitness Facility, Group Membership Requests

1. Submit “Designation” form (page 6) to certify an IDS for participation and to designate a unit fitness facility to be used by all assigned/participating personnel. Submit completed form to appropriate MCAO org box (below).
2. A maximum of one YMCA and one Private Fitness facility authorized per IDS. If facility offers local/nationwide access at no additional cost to the government, members may use participating facilities; however, for liability/contract payment purposes, member must list the unit-designated facility on their application form.
3. Waivers for additional facilities require strong justification for OSD approval due to contract negotiation and funding impact. Requests must include a completed Designation form (page 6), a Statement of Need, and a list of all fitness facilities (by name/address) that are necessary to support the physical IDS location.
4. Group membership requests (new and renewals) are contracted the same as individual requests and must include a completed/signed application form (page 4) from each participating member.

MILITARY COMPONENT APPROVING OFFICIAL (MCAO) – ORG BOX/SUBMISSION ADDRESS

<p><u>ARMY</u></p> <p>Army Recruiting Command: usarmy.knox.usarec.mbx.g1-ymca-fitness@mail.mil</p> <p>Army – All Other IDP Requests: usarmy.jbsa.imcom-hq.mbx.army-ymca@mail.mil</p>	<p><u>MARINE CORPS</u></p> <p>Marine Forces Reserve: rick.martinez1@usmc.mil</p> <p>Marine Corps Recruiting Command: lakeetha.johnson@marines.usmc.mil</p> <p>Marine Corps- Other IDP Requests: lynda.rummel@usmc-mccs.org</p>
<p><u>AIR FORCE</u></p> <p>All Approvals: AFSVC.SVORF.SENDMAIL@us.af.mil</p>	<p><u>NAVY</u></p> <p>All Approvals: USNYMCA.fct@navy.mil</p>

The forms included in this packet, once completed, contain FOR OFFICIAL USE ONLY information which must be protected under the Freedom of Information Act (5 U.S.C. 552) and/or the Privacy Act of 1974 (5 U.S.C. 552a). Unauthorized disclosure or misuse of PERSONAL INFORMATION may result in disciplinary action, criminal and/or civil penalties. Further distribution of completed forms is prohibited without the approval of the author unless the recipient has a need to know in the performance of official duties.



DOD ARMED SERVICES YMCA INITIATIVE MILITARY OUTREACH INITIATIVE



ELIGIBILITY CATEGORIES AND CRITERIA

Service member must be on **Title 10** orders with at least **six months** remaining as of the signature date on the application form and meet all criteria in one of the following categories:

CATEGORY 1: ACTIVE DUTY *Independent Duty Personnel (IDP)

- I am assigned to a Service-designated Independent Duty Station that is not at or near a free or Service-provided fitness facility; AND
- I require a single-person membership or my family resides with me and I require a family membership. Only one membership type (single or family) authorized.

* Category 1 includes National Guard and Reserve members on Title 10 IDP assignment.

CATEGORY 2: Unaccompanied Spouse/Family of ACTIVE DUTY

- Sponsor is deployed or on “unaccompanied tour” orders that require the member to reside at an assigned duty location and restricts the spouse/family from accompanying the member; AND
- Sponsor’s family resides at a Service-designated independent duty station or in an area that is not at or near a free or Service-provided fitness facility.

CATEGORY 3: Unaccompanied Spouse/Family of DEPLOYED GUARD and RESERVES

- Sponsor is on deployment orders that require the member to reside at an assigned duty location that restricts the spouse/family from accompanying the member; AND
- Sponsor’s family resides at a Service-designated independent duty station or in an area that is not at or near a free or Service-provided fitness facility.

CATEGORY 4: *Community Based Warrior Transition Unit / Warrior Care Unit

- My duty location is my house address.
- My home address is not located at or near a free or Service-provided fitness facility.
- I require a single-person membership or my family resides with me and I require a family membership. Only one membership type (single or family) authorized.

* Personnel on IDP assignment as support staff to a warrior transition/care unit must use Category 1 (IDP).

Note: Exceptions to the established categories is a lengthy process and require strong justification for OSD funding approval. Submit Waiver Request (page 5) along with the membership application for case-by-case consideration.



DOD ARMED SERVICES YMCA INITIATIVE MILITARY OUTREACH INITIATIVE



ATTENDANCE REQUIREMENT AND REPORTING

ATTENDANCE REQUIREMENT – Minimum for Renewal Eligibility:

To be eligible for membership renewal, the fitness facility must be used a **minimum of 48 days** (an average of eight days per month) during the previous six-month period. **First-time renewals** will use the previous five-month period for a minimum of 40 days use (an average of 8 days per month) to avoid a gap in service.

- **MULTIPLE FACILITY USE** - If facility participates in a local/nationwide program and more than one location is used, you may have to obtain a record from each location to collectively meet the attendance requirement.
- **FAILED ATTENDANCE** - Submit the Waiver Request form (page 5) with your renewal application to justify failure to meet the minimum attendance requirement. Approval is on a case-by-case basis.

ATTENDANCE REPORT – Mandatory for Membership Renewal:

Submit attendance report with each renewal application. Fitness staff can provide a system-generated report or a written log that is signed and on facility letterhead. Report must include member/user name(s) and date of visits for the required period as follows:

- **1st Renewal** – attendance report for the previous 5 month period (minimum use = 40 days).
- **2nd Renewal** – attendance report for the previous 6 month period (minimum use = 48 days).

CALCULATING ATTENDANCE:

Facility use is counted by “calendar DATE” only. Multiple entries on the same date (day) by member and/or family will only count as one (1) visit towards the minimum requirement.

Example: Multiple entries from single user on the same day = 1 visit

John Smith	October 1, 2019
John Smith	October 1, 2019
John Smith	October 1, 2019

Example: Multiple users on the same day = 1 visit

John Smith	October 1, 2019
Mary Smith	October 1, 2019
Tom Smith	October 1, 2019

MEMBERSHIP CANCELLATION – Member Generated Request:

If membership is no longer required and three or more months remain before the end of the membership period, please notify the fitness facility staff. If the facility contract allows a refund or credit, they will provide a cancellation confirmation that you can email to the following address:

- ❑ YMCA cancellations: dodymca@asymca.org
- ❑ Private Fitness cancellations: dodpf@asymca.org



DOD ARMED SERVICES YMCA INITIATIVE MILITARY OUTREACH INITIATIVE



MEMBERSHIP APPLICATION - New and Renewal Requests

INSTRUCTIONS (see pages 1-3): Member/Spouse – complete all sections and email signed form to the appropriate MCAO org box.
NOTE: Renewal applications must include the facility attendance report and if applicable, a waiver request for non-compliance.

Section 1	Select One: <input type="checkbox"/> YMCA Facility <input type="checkbox"/> Private Fitness Facility Select One: <input type="checkbox"/> Service Member ONLY <input type="checkbox"/> Spouse ONLY <input type="checkbox"/> Family (2+) Select ALL that apply: <input type="checkbox"/> Waiver Request <input type="checkbox"/> NEW Membership <input type="checkbox"/> RENEWAL Request Select ALL that apply: <input type="checkbox"/> National Guard <input type="checkbox"/> Reserve <input type="checkbox"/> Army <input type="checkbox"/> Navy <input type="checkbox"/> Marine Corps <input type="checkbox"/> Air Force Title 10 Category – Select One: <input type="checkbox"/> Category 1 – <u>Active Duty</u> Independent Duty Personnel <input type="checkbox"/> Category 2 – Unaccompanied Spouse/Family of <u>Active Duty</u> <input type="checkbox"/> Category 3 – Unaccompanied Spouse/Family of <u>Deployed Guard and Reserves</u> <input type="checkbox"/> Category 4 – Community Based Warrior Transition Unit / Warrior Care Unit Assignment Timeline (mm/yyyy) Start: _____ End: _____
Section 2	<i>(Category 1 personnel must list their "unit-designated" fitness facility for liability and contract payment purposes)</i> Fitness Facility Name: _____ Street Address: _____
Section 3	Member (Last, First): _____ Rank: _____ Unit Name: _____ Unit Phone: _____ Unit POC: _____ POC email: _____ Duty Station Street Address: _____
Section 4	<i>(List ONLY dependents that will use the facility; use additional sheet if necessary)</i> Spouse (Last, First): _____ Child 1: _____ Age: _____ Child 2: _____ Age: _____ Child 3: _____ Age: _____ Child 4: _____ Age: _____
Member Certification:	<i>I certify the information provided is accurate and all eligibility criteria for the specified category is met. I agree to pay any cost above the DoD-funded rate (\$50 single / \$70 family) to include any optional services I elect. I understand that I must comply with the mandatory attendance requirement to be eligible for renewal consideration and that intentionally providing false information to secure services under a Defense contract is cause for disciplinary action and may be prosecutable.</i> Member/Spouse Signature: _____ Date: _____
	MCAO: <input type="checkbox"/> Category Verified/Form Complete for: <input type="checkbox"/> NEW – Approved (or) <input type="checkbox"/> Renewal/Waiver for ASYMCA determination Digital Signature/Date: _____
	ASYMCA: Approved Months ____ Partner Facilities: <input type="checkbox"/> Included <input type="checkbox"/> Optional at member pay <input type="checkbox"/> Not Available <input type="checkbox"/> Negotiated Basic Monthly Rate of \$ _____ EXCEEDS cap; member notified and agrees to excess amount. Digital Signature/Date: _____

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**DOD ARMED SERVICES YMCA INITIATIVE
MILITARY OUTREACH INITIATIVE**



WAIVER REQUEST

INSTRUCTIONS (see pages 1-3): Member/Spouse – email waiver request along with your Membership Application (page 4) and any supporting documents (e.g., Attendance Report) to the appropriate MCAO org box/address (page 1).

Attendance Waiver: Explain failure to meet mandatory minimum attendance requirement by listing dates with reason for gap in attendance (e.g. medical restriction to-from dates; TDY to-from dates).

Category Waiver: Provide explanation for applications that are not within one of the established eligibility categories.

Membership Information

Sponsor (Last, First): _____ **Rank:** _____

Select One: Service Member Only Spouse Only Family 2+ (Service member/spouse/dependents)

Detailed Explanation (use continuation sheet if necessary)

MEMBER/SPOUSE

Signature: _____ **Date:** _____

Printed Name: _____ **Phone:** _____

MCAO Comments: _____

Digital Signature/Date _____

ASYMCA Determination: APPROVED DENIED w/comments as follows:

Digital Signature / Date: _____

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**DOD ARMED SERVICES YMCA INITIATIVE
MILITARY OUTREACH INITIATIVE**



COMMAND / UNIT - DESIGNATION FORM

INSTRUCTIONS (pages 1-3): Use this form to certify an Independent Duty Station (IDS) and to designate a YMCA and/or Private Fitness facility to be used by all assigned personnel and their dependents that choose to participate.

- Maximum of one YMCA and one private fitness facility per IDS. If facility provides local or nationwide access at no additional cost to the government, members may use participating locations; however, for liability and contract payment purposes, members **must** list the unit-designated facility name and address on their application form.
- *Waivers for additional fitness facilities considered on a case-by-case basis and require strong justification for OSD negotiation and contract funding approval; see Command Instructions (page 1) for additional guidance.

Email completed form to appropriate Military Component Approving Official (MCAO) org box (page 1)

Select all that apply: New IDS Existing IDS Facility Designation *Waiver Request

COMMAND NAME: _____

CMD Address: _____

CMD POC: _____ **CMD POC Phone:** _____

CMD POC Duty Email: _____

IDS Unit Name: _____ **IDS Phone:** _____

IDS Physical Address: _____

FACILITY DESIGNATION (select one): for New IDS Location Change Designated Facility at Existing IDS

YMCA Name: _____

Street Address: _____

Private Fitness Name: _____

Street Address: _____

Commanding Officer/Officer in Charge: *I certify the specified physical address is an establish Independent Duty Station (IDS) and that the command/unit does not pay for fitness memberships or have access to a free or Service-provided fitness facility at or near the IDS. I understand that all assigned personnel choosing to participate must use a unit-designated facility, must comply with the mandatory attendance to be eligible for renewal, and they must accept personal responsibility for payment of any excess monthly membership fee if the designated facility exceeds the government contract rate cap (\$50 single / \$70 family).*

Digital Signature: _____ **Duty Phone:** _____

Duty Title: _____

Duty Email: _____

MCAO Comments: _____

Digital Signature/Date: _____

ASYMCA: IDS Registered Facility count within limit (1/1) Rate \$ _____ EXCEEDS Cap; CMD notified

Digital Signature/Date: _____