

DOD -Armed Services YMCA Initiative Military Outreach Initiative

Application Process

- 1) Go to the YMCA of the DOD website to complete the necessary forms or download below:
 - a. [Program Packet Instructions](#)
 - b. [Independent Duty Station](#)
 - c. [Membership Application](#)
- 2) Once completed, submitted the paperwork to the correct representative of your branch as listed in the program directions. The paperwork will be sent for approval via email to the corresponding MCAO (Military Component Approving Official) of correct division as listed in the instruction.
- 3) Upon MCAO approval, application will then be emailed to dodymca@asymca.org by MCAO or Designated Fitness facility membership department (if application is received at the facility) for final approval.

Once Approved from DOD

The Designated Fitness Facility will be asked to email an invoice for the 6-month spouse or household membership dues to the YMCA of the DOD

After the Designated Fitness Facility receives the email stating the invoice has been Approved

- 1) The Service member/family is now authorized to utilize the chosen YMCA facility upon notification from the fitness facility.
- 2) Service members/families are to discuss with the chosen YMCA facility to activate a membership by completing the facility membership application – Rules and Code of Conduct
- 3) Membership activation date will be the first day the membership is used after this approval email.