



NATIONAL HEADQUARTERS  
CIVIL AIR PATROL  
UNITED STATES AIR FORCE AUXILIARY  
MAXWELL AIR FORCE BASE, ALABAMA 36112-5937

14 January 2014

MEMORANDUM FOR BOARD OF GOVERNORS, COMMAND COUNCIL & ADVISORS

SUBJECT: 2013 Year in Review

1. In 2013, Civil Air Patrol's achievements were marked by dedicated service, technological and program enhancements, national recognition and impressive growth. The overwhelming success of the staff, members and Board of Governor's approach to planning and executing CAP's congressionally chartered missions truly speaks for itself through this report. Together, Civil Air Patrol achieved new heights in every area!
2. With aerial photography now CAP's number one emergency services' mission, nearly 80% of aircraft were equipped with cameras. CAP flew more than 95,000 hours, saved 44 lives – 35 of which were linked to CAP's cell phone and radar forensics expertise – and performed nearly 60 disaster relief operations in support of missions related to wildfires, floods, ice storms, earthquakes, tornadoes, hurricanes and tsunamis.
3. Under a plan approved and signed by Air Force Manpower and Reserve Affairs Assistant Secretary Daniel Ginsberg, CAP's NCO program was restructured to align with the U.S. Air Force's structure for NCOs. Previously, only former active-duty NCOs were allowed to join CAP's NCO corps at the rank they held in the military, and no upgrade training was available for promotion. The restructured program features an established process to promote and develop NCOs.
4. Over 270 cadet and composite squadrons earned the Quality Cadet Award, a 40% increase; CAP awarded more than \$60,000 in college and flight scholarships; and numerous resources were upgraded or introduced to complement the program.
5. CAP cadets again captured the national spotlight in the CyberPatriot competition with the Big Sioux, SD, team winning the CISCO Cyber Hardware award and the Colorado Springs, CO, team capturing the top CAP team award. STEM (science, technology, engineering and math) education kits enhanced career exploration of these important fields for over 400 recipients. And, all told, CAP's national award-winning Aerospace Education program benefitted more than 650 teachers and 20,000 students in over 100 schools and nearly 30 states participating in the K-6 Aerospace Connections in Education Program. Over 1,200 squadrons and classroom teachers were involved in the K-12 Aerospace Education Excellence Award program.
6. Record highs in national media coverage of high-profile missions, supported by implementation of a new proactive Public Affairs public awareness plan, introduced millions of people to CAP. Media headlining CAP's stories included CNN's Anderson Cooper 360, Good Morning America, Associated Press, MSNBC and Fox News. One story alone – CAP's cell phone forensics data that led to the rescue of six in Nevada – generated over 1,300 stories. Social media climbed in numbers as well, with an 8% increase in Twitter followers, now over 3,300, and Facebook visitors, who numbered from 6,000 to 12,000 weekly. CAP's online presence was further complemented by the introduction of a long list of templates and modules that streamlined the way CAP does business, as well as the launch of a new "look and feel" for the [www.capmembers.com](http://www.capmembers.com) website.

➤ **Operations Achievements**

- CAP flew a total of 95,139 hours in FY13, 75% being Air Force Assigned Missions.
- Saved 44 lives in FY13 on search and rescue operations, CAP's core emergency services missions. Thirty-five of these saves were either assisted by or a direct result of support by radar and cellular forensics team support.
- Supported 58 disaster relief operations across the nation in FY13. CAP personnel supported their communities by responding to disasters of all types: fires, floods, ice storms, earthquakes, tornados, hurricanes and tsunamis.
- Flew 1,258 hours of air defense intercept operations in FY13 where CAP served as low and slow threats in exercises to train and evaluate air intercept and ground-based radar units.
- Glider flying, primarily focused on flying cadets, remained strong in FY13. Nearly 9,800 flights were recorded.
- Counterdrug and drug interdiction operations remained active, flying 7,018 hours in support of federal, state and local partners. CAP also flew almost 600 hours in support of Joint Task Force North and agency counterparts conducting operations along the southern border.
- Surrogate Predator operations continued in support of Air Combat Command and other DoD exercises in CONUS, flying 1,114 hours. Though originally only requested to support through FY12, the SRPA program is expected to continue for several more years to support ongoing warfighter training due to identified needs. The FY14 program has been fully funded.
- Training flying accounted for 29,843 hours in FY13 to support CAP missions. This included a no-notice communications exercise in support of FEMA.
- Updates were made to the Ops Officer and Standardization and Evaluation Officer Specialty track guides and related exams to reflect current program requirements.
- New D-7100 camera kits purchased at fiscal year-end are also being fielded right now, equipping almost 80% of CAP's aircraft fleet with cameras capable of geo-tagging and meeting current mission requirements.
- CAP signed agreements with the Soaring Society of America, the National Association for Search and Rescue and the International Association of Emergency Managers to foster partnerships with these counterpart organizations.

➤ **Cadet Program Achievements**

- CAP supports a high rate of participation in the Cadet Program, with 25,238 cadet members nationwide. That represents an 18% increase over the program's ten year low of 21,266 in 2007, with steady growth over 5 of the previous 6 years.
- CAP pilots flew 29,472 cadet orientation flights; the second highest total ever.
- Summer 2013 provided opportunities for over 1,200 cadets to participate in more than 20 National Cadet Special Activities focused on aviation, leadership and Air Force/aerospace careers or a technology theme.
- The Board of Governors approved a broad, new Cadet Protection Policy (CPP). The new CPP ensures that CAP meets or exceeds the standards of care among youth-serving organizations for preventing physical, emotional and/or sexual abuse.
- The new CAP Cadet Honor Academy program was launched in 2013. CHA is designed as a region- or wing-level program to be conducted over a long weekend using a standardized curriculum supported by supplemental readings and hands-on activities. This program equips cadets with basic color guard and honor guard skills while showcasing the Cadet Program's character development initiatives.

- To enhance and standardize cadet encampments, the foremost CAP activities in terms of total cadets served annually, CAP published the “Cadet Encampment Guide” and “Cadet Encampment Handbook.” These resources establish program goals, operational standards and curriculum requirements with an increased emphasis on STEM learning.
- The “New Cadet Guide,” included in the “New Cadet Kit” that is mailed to cadets upon joining CAP, became available this past year. It is an in-depth guide for getting started as a cadet, wearing the uniform, staying safe and enjoying a successful first year in CAP.
- Region and wing cadet activities can now receive national accreditation so that their graduates and staff garner the Cadet Special Activities Ribbon. This move makes an additional 20 activities available for cadets to earn the ribbon.
- Cadets’ records in eServices can now report current and previous duty assignments at the home squadron and in special assignments, such as assignment to the Cadet Advisory Council.
- CAP awarded over \$60,000 in college and flight scholarships, with over \$200,000 additional funds dispersed through tuition discount programs with partnering universities.
- Character development with drug-free themes continued, with teaching points incorporated into innumerable cadet activities and texts. *Fit to Fly*, *DDR-X*, *National Character Day* and several other activities educate cadets on the dangers of drugs and motivate them to be ambassadors of the drug-free lifestyle in their communities.

➤ **Aerospace Education Achievements**

- AE received national recognition from three organizations in 2013: the MeriTalk Cyber Innovation Honorable Mention Award for cyber security programs; the Air Force Association’s Chairman’s Award for Aerospace Education Excellence; and a \$10,000 Pilot’s Choice award from Lightspeed Aviation Foundation.
- In 2013, CAP received \$250,000 from the National Defense Education Program (NDEP) to provide STEM education kits to selected CAP squadrons, JROTC Detachments and K-12 CAP educator member classrooms. The funds provided 437 recipients with kits used to enhance STEM career exploration related to robotics, remote control aircraft, flight simulation, rockets and astronomy. The Stem Kit Program will continue in FY14 using an additional \$200,000 provided by NDEP.
- During the 2012-2013 academic year over 650 teachers and 20,000 students in 108 schools across 28 states participated in CAP’s K-6 Aerospace Connections in Education (ACE) Program.
- 261 CAP teams competed in the AFA’s 2013 national CyberPatriot program. Out of the top three CAP teams at the national finalist competition, the Big Sioux, SD, team won the national CISCO Cyber Hardware competition and the Colorado Springs, CO, team earned the top CAP team award.
- Four new education curriculum products were completed to enhance the aerospace/STEM education program for cadets and educator members: an Advanced Rocketry module, an Earth & Space Science module, an Astronomy module and an Astronomy Activity booklet. In addition, the *Aerospace: The Journey of Flight* textbook and the six *Aerospace Dimensions* modules used by cadets were updated.
- More than 1,200 CAP squadrons and classroom teachers participated in CAP’s 2013 K-12 Aerospace Education Excellence (AEX) Award program, engaging

approximately 100,000 cadets and classroom students with hands-on, aerospace-themed educational materials.

- Four Aerospace Education Officer (AEO) Schools were conducted in 2013, training almost 200 AEOs representing 45 different wings. Graduates returned to their units with a better understanding of how to best accomplish the AE mission at all organizational levels of CAP.
- CAP's Teacher Orientation Program (TOP) Flights provided 250 CAP educator members with the opportunity to fly in CAP's aircraft, representing an 11% increase over 2012. These educators returned to their classrooms sharing their flight experience with approximately 25,000 students.

➤ **Safety Achievements**

- The National Chief of Safety held a Safety Summit during the National Conference, and an end-to-end review of the safety program is currently underway.
- CAP and the FAA have signed a Letter of Understanding solidifying the IT integration between the FAA and CAP safety education databases. 1,227 flight reviews and 24,043 training records have been forwarded to CAP from the FAA since the start of the integration.
- Safety education continues to be successful with the overall number of education records stored in CAP's database now being 1,352,341.

➤ **Financial Management Achievements**

- The annual financial audit was unqualified, a reflection of the organization's commitment to financial integrity.
- CAP's paperless process audit provided a road map towards further efficiencies.
- Duplication of the annual inventory was eliminated by moving the audit to the last quarter of the calendar year. This strategic move allows the annual survey audit reports to be utilized for the annual financial audit.
- CAP/FM initiated a program to reimburse members directly for mission expenses, eliminating duplication of efforts at the wing level to manage reimbursements. Process also reduces wing expenses for postage and check fees in addition to providing faster reimbursements to members.
- The Finance Committee members have been trained on grants management and funding processes.
- Analysis of aircraft costs for each aircraft was completed and consolidated to provide information to update flying rates.

➤ **Professional Development Achievements**

- The end-to-end review of the Professional Development (PD) Program was completed in Nov 2013. The program review was vetted by CAP's PD Committee and numerous members including staff, faculty and students attending the 2013 National Staff College. The review was made available to the CAP/CC and the CSAG in Oct/Nov. The review will serve as a roadmap for continued improvements.
- Professional development for CAP commanders continued to improve with release of the new Command Specialty Training Track, which guides participants through the "Technician," "Senior" and "Master" levels of command. The track provides a consistent developmental structure for members desiring to become a commander at any organizational level of CAP. CAP also enhanced the development of potential wing commanders by conducting a workshop at the CAP Annual Conference entitled: *Do You Want to be a Wing Commander?* This day-long workshop enabled participants to become more familiar with the administrative, financial, legal and logistical matters essential to successful command at the wing level.

- New member educational materials are now accessible online at no cost to the member, thereby eliminating the \$10 fee charged prior to Oct 2013. A welcome e-mail is automatically sent to new members providing guidance for registering in eServices and accessing the educational products and programs.
  - To support more than 4,000 new members joining CAP annually, a completely redesigned Level I orientation course was produced. A key feature of the new course is the development of a “Plan of Action” which the new member formulates and implements alongside the unit’s PD officer and the unit commander.
  - CAP has released a first-ever CAP Familiarization Course for Air Force and CAP members. The course provides an overview of CAP’s history, missions and organization, and, outlines its humanitarian service to communities across the nation.
  - PD Officers received access to the new award module, which automatically forwards pending awards to the commander at the appropriate level for final approval, providing a more efficient manner of crediting members with their PD awards.
- **Chaplain Corps Achievements**
- 2013 was dedicated to recruiting new members to the CAP Chaplain Corps. To that end, CAP appointed 45 new chaplains and 82 new Character Development Instructors (CDIs), the highest number of appointments in several years. The Chaplain Corps also implemented procedures to dramatically reduce the processing time for chaplain/CDI applications.
  - The Chaplain Corps revised its Character Development Program, “Flight Time: Values for Living,” which provides CDIs with structured, relevant and cohesive lesson plans to help CAP cadets develop their own sense of core values. Moreover, the program’s lesson plans were placed online for 24/7 availability.
  - A new CAPR 265-1, *The Civil Air Patrol Chaplain Corps*, was released in 2013. Changes include replacing the “church letter of recommendation” requirement for Character Development Instructors with a recommendation letter from a “reputable member” of the community. The revised regulation also adds a section with procedures for request and approval of CAP chaplain support to USAF organizations.
- **E-Learning Achievements**
- The CAP Learning Management System (LMS) provided members with unparalleled access to 58 separate courses and 187 quizzes. CAP’s development of its own LMS has eliminated the need for Air University administrative support to any of CAP’s courses and also eliminated any second-party hosting system and associated cost. The CAP LMS provides 24/7 access to courses, along with real-time course updates.
  - The online version of the Corporate Learning Course (CLC) and Squadron Leadership School (SLS) has allowed over 300 members to access the CLC and over 400 members to access the SLS. This electronic alternative to the in-residence courses was developed for members who are unable to attend an in-residence course, but wanted to continue to progress in CAP’s PD Program.
  - Upgrades to the CAP Knowledgebase, emphasizing the “Job Performance Support” feature, provides members with answers to questions about how to perform their job in their CAP specialty. Over 2,400 answers are currently available and continually reviewed and updated to maintain current information. Over 14,000 visits were made to the site each month in 2013 with over 1,250 answers viewed daily.
- **History Program Achievements**
- Expanded and reorganized staff for greater flexibility, incorporating the best practices of the academic and professional historical communities to improve standards and capabilities.

- Initiated revisions of all regulations, pamphlets and guidance governing the CAP history program, and drafted new pamphlets to cover areas of archival work, artifact conservation and preservation, CAP re-enacting and CAP heraldry.
- Restarted an oral history program; commenced interviews with all living former chairmen of the national board and national commanders.
- Commenced systematic inventory, organization, preservation and selective digitization of CAP's holdings.
- Launched the new *CAP National Historical Journal* and began work on a new CAP history for the 75<sup>th</sup> anniversary, *Eyes on the Home Skies*, a professional, academic-quality volume covering the organization's history from the 1930s to the present.

➤ **Logistics/Mission Resources Achievements**

- Using FY13 procurement funds and some previous year funding provided by the Air Force, we were able to place orders for 45 new vehicles. This year's buy was comprised of 7-passenger Chevrolet Traverses and Ford Pickups, 12-passenger vans and a few 5 and 7-passenger SUVs. All vehicles will be delivered by the end of Jan.
- The aircraft buy was impacted when Cessna discontinued production of its avgas-fueled 182T and to replace it with the Jet-A-fueled Turbo Skylane JT-A. We were able to order the final 182T to come out of production in the fall. The new JT-A has yet to reach certification, so we are planning to continue with a purchase order for 11 Turbo 206 aircraft. Distribution options are still being evaluated.
- CAP accepted 12 USAF Academy TG-10B (L-23 Super Blanik) gliders last fall. After several delays driven by the suspension of appropriations, they were finally delivered to our wings, inspected and placed in service in time for the glider season.
- In October, ORMS Revision 2.0 was released. Changes include solutions to feedback received from the field and lessons learned in 3 years of experience with the program. The maintenance module has been enhanced to capture inspections and maintenance actions and to provide a means of establishing due dates for recurring activities. The aircraft module now permits assignment of avionics components, engines, etc., to an aircraft and provides greater search and report options for users. Aircraft and vehicles can now be transferred from one unit to another without removing communication gear, kits and other assigned property prior to transfer, a practice that created additional work for our property management officers.
- Fixed asset tracking was added to all property records. FM now has a capability to capture actual fixed asset costs. Master records were modified to permit adjustments to "Initial Acquisition Cost" for quantity discounts, freight, installation costs and other costs not captured at the time of purchase. Inventories were redesigned to capture real property, contributed facilities and fixed assets during one inventory, replacing 3 separate inventories. In order to accommodate fixed asset accounting, the inventory cycle was moved forward to the Oct- Dec timeframe. The FY13 annual inventory was accomplished with very few issues despite these changes.

➤ **Inspector General Program Achievements**

- A number of IG program updates and training was provided at the IG Summit held in Denver, Colorado during the Command Council and Annual Conference.
- A comprehensive Rapid Improvement Exercise (RIE) was conducted in September by the CAP/IG and CAP-USAF/IG to improve our Compliance Inspection process from start to finish.
- CAPR 123-3, CAPR 123-1 and CAPP 203 are currently being revised to incorporate the CI changes recommended from the Rapid Improvement Exercise (RIE). These changes are necessary because of the major changes the RIE made to the CI process. Region Commanders have been briefed on these changes.

➤ **Information Technology Achievements**

- Successfully implemented a CAP mirror site in Nashville, TN. The implementation creates a disaster recovery/failover site for key CAP software development applications (eServices & WMIRS) and other key departmental technology services located at Maxwell AFB, AL.
- Successful deployment of FY13 Field Computer Buy to all CAP regions and wings.
- Developed a Skills Evaluation Training (SET) module to allow wings and regions to appoint evaluators for each ES qualification in Operations-Qualifications in accordance with CAPR 60-3. Implemented new changes to streamline processes for Initial vs. Renewal SQTR tasks; incorporated qualified skill evaluators to sign-off on SET tasks in the new Validations Module; and, finally, provided more robust reporting capability in Operations-Qualifications.
- Successfully launched the new “look and feel” to CAPMEMBERS.COM. The new look standardizes the “look and feel” for CAP websites ([www.capvolunteernow.com/](http://www.capvolunteernow.com/), [www.capmembers.com/](http://www.capmembers.com/), [www.capnhq.gov](http://www.capnhq.gov), [www.gocivilairpatrol.com/](http://www.gocivilairpatrol.com/) )
- Released update to Commander’s Dashboard to allow for reporting on Unit and Group level metrics. The new update allows all Commanders to review and track progress of their respective unit metrics.
- Developed new capability for Professional Development Officers to update member Professional Development training and awards online. The new online PD module will allow PD officers to enter completion of requirements like attendance at wing conferences and command and staff positions as well as to request final approval of PD level completion from the appropriate wing/region commander.
- Developed new Cadet Duty Assignment module. The module is designed to permit unit commanders to tailor staff assignments to a cadet's skill and rank, even if it means leaving some of the higher staff positions vacant. Assigning cadets to rank- and experience-appropriate staff positions gives them a challenge they can achieve now, while also leaving open future assignments they can strive for and giving them an incentive to continue advancing in the cadet program.
- Developed CAP Certificates Module. The new online module creates the most common CAP certificates used in the field on demand. Instead of ordering blank certificates from NHQ, individuals serving in certain duty positions can simply select the certificate they need, enter the CAPID of the individual or sponsor name who has earned the certificate along with the date earned, and the appropriate certificate will be ready to print on any color printer. Commanders, Personnel Officers, Admin Officers, Aerospace Education Officers, Cadet Programs Officers and Professional Development Officers at the appropriate levels of command have been given access to print the certificates in their area of responsibility.
- Developed Compliance Inspection Tracking Application. The application allows the tracking of Compliance Inspection discrepancies and responses. Possible future updates may be expanded to include SAV, SUI and WFA inspections.
- Developed CAPF 171, Unit Commander's Financial Disclosure Update online form. The new form can be completed in eServices by all unit commanders. By making this form electronic, it eliminates the need to manually complete and file the CAPF171 at year end. The due date for the certification of financial information is 1 Nov.
- Developed Maj Howell Balsem CAP Public Affairs Exceptional Achievement Awards module for Public Affairs. The module allows for award category submissions within Public Affairs.

- Successful deployment of Aerospace Education applications to include: AEM Online Renewal Form, STEM Online Application Kit and AE Grant Application to better increase awareness of the Aerospace Education mission.
  - Development of the “My Accomplishments” tab that can be found in the “My Account” section of eServices. This new feature provides an on-demand, broad view into member records.
- **Public Affairs**
- Public Affairs changed its approach to national media relations in 2013, which resulted in unprecedented national coverage and the establishment of hundreds of prestigious national media contacts that will prove invaluable in the ongoing quest to enhance CAP’s brand identity. PA’s multi-tiered approach for increasing public awareness nationwide included immediate, one-on-one guidance and support provided to every wing when a mission was launched, ensuring that appropriate story angles were uncovered and disseminated to the national media. Dissemination now routinely embraces PRWeb, social media and other online tools, as well as personal contacts for various issues/constituencies established by PA. Further support was provided to CAP’s PAOs through PA’s PowerPoint on proactive media relations, which was distributed to the organization’s 1,500 PAOs nationwide; CAP’s ongoing hometown news release program; a letter from the National Commander disseminated to the Command Council and PAOs advocating proactive media relations; and routine postings on the Commander’s Blog that tracks the success of national media relation campaigns. The single largest media event for the year – the rescue of six in Nevada – generated a phenomenal 1,300 media clips, including coverage by the Associated Press, Good Morning America (5 million viewers) and CNN’s Anderson Cooper 360 (608,000 viewers). The coverage was generated as a result of early, one-on-one partnering with the wing to tell CAP’s story! CAP received extensive publicity for three other high-profile missions – its response to the deadly and destructive Oklahoma tornadoes (100 newspapers; Associated Press; crawls on Fox News, CNN and MSNBC; and a shared social media audience of close to 1 million), historic Colorado flooding (275-plus stories) and post-blizzard livestock reconnaissance flights in South Dakota (50-plus stories).
  - The year got off to a big start on Jan 4 with CAP’s bell-ringing brigade at the New York Stock Exchange, which garnered live coverage on television networks such as CNBC, Bloomberg TV and Fox Business News, reaching millions of viewers worldwide. CAP also enjoyed its share of publicity from military-related media, including a report by the Armed Forces Network on CAP’s first encampment in South Korea and a report from 11th Wing Public Affairs at Joint Base Andrews about the National Capital Region’s support of the 57th Presidential Inauguration. In addition, a six-page spread in *Air Force Magazine* profiled CAP’s role in air defense exercises near the nation’s capital. Toward the end of the year, national and international coverage from the aforementioned high-profile missions in Oklahoma, Colorado, South Dakota and Nevada resulted in both national and international coverage, including prime-time publicity for CAP on CNN’s “Anderson Cooper 360” and “ABC World News with Diane Sawyer.” More than 100 news stories and video reports on CAP’s involvement in Wreaths Across America ceremonies nationwide were also published in Dec.
  - More than 40 CAP public affairs officers took advantage of PAO Academy IV Aug 13-14 in Denver, before the 2013 National Conference. This preconference workshop presented PAOs with the opportunity to network with others from across the country as well as to hear from subject-matter experts on media relations.

- CAP's partnership with Wreaths Across America grew to new heights again in 2013. Wreaths from Worcester Wreath Co. in Maine were placed on more than 540,000 veterans' graves at more than 900 cemetery or memorial sites in all 50 states, as well as 20-plus foreign locations. CAP helped find sponsors for the wreaths and our members also led or participated in, often with color and honor guards, many of the Wreaths Across America ceremonies. Nearly 400 CAP units were directly involved in this year's initiative, and PA distributed a hometown news release to wing and squadron PAOs to help them publicize their ceremonies. The 100-plus media clips CAP received from these events is a good example of the increase in national media exposure achieved through the National PA staff's proactive media relations approach.
- The 2012 CAP Financial Report not only provides a summary of CAP's financial record for 2012, but it also furnishes a lively, attractive, photo-enriched overview of the organization's missions and members, designed to engage and inform CAP's stakeholders and national legislators. Last year's version earned top honors with the Public Relations Council of Alabama, receiving a first-place Medallion Award and the Judge's Award, and an Award of Excellence from the Southern Public Relations Federation.
- The Jan-Mar 2014 edition (published in Dec 2013) of *Civil Air Patrol Volunteer* marked a milestone for the quarterly magazine – it's the 40th published since the award-winning periodical's launch in Jan 2006.
- Visits on CAP's national news website saw an uptick as well over the last few months, rising 5.7% over the last quarter for an overall monthly average exceeding 140,000. Page views are also up, rising 17.4% during the quarter for a monthly average of just over 272,000.
- Public Affairs' continued emphasis on raising CAP's profile via social media continues to generate impressive results. The organization's Twitter account generated increased media and individual interest every week, as reflected in an 8.65% increase in followers over the last three months, to a total of 3,327. Facebook reached from 6,000-12,000 visitors weekly, with a high achieved when recent posts on CAP's involvement in the Nevada rescue and CAP's 72nd anniversary set records by inspiring more than 540 likes and 98,000 views, respectively.

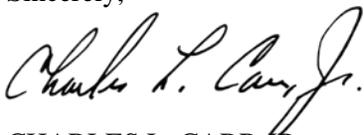
➤ **Development Achievements**

- Raised a \$56,832 cash gift in 2013, which represents more than a 100% increase in giving when compared to the \$27,210 cash gifts raised in 2012.
- STEM Grant renewed in Mar 2013, funded at \$200,000 for STEM program in Aerospace Education
- Initiated Heritage Brick program in Apr 2013; generated in excess of \$9,500.
- Finalized procedure for creating Heritage Brick Memorial at NHQ.
- Direct Mail Annual Fund focused on Aerospace Education and Cadet Programs, generating in excess of \$45,000.
- Employee Annual Campaign initiated Oct 2012 - generated \$10,500 to be applied in 2014. Second employee campaign launched in Dec 2013.
- Estate Planning Program has identified 48 individuals with CAP in their estate plans with an estimated value of \$1,750,000.
- Estate Planning Website has identified 178 individuals who are currently working on estate plans and have indicated CAP inclusion.
- Received 3 bequests from CAP members.
- Cash gifts to CAP (through November) \$56,832.

- *Letter to my Family* publication was created and distributed to 200 members in Estate Planning Database.
- Created “Cadet Programs Permanent Endowment,” initial corpus is \$8,530.
- Congressional contact established with Congressman Martha Roby, newest member on the House Armed Services Appropriations Committee.
- Textron Corporation executives briefed on CAP by Director of Development; will continue to cultivate the corporation for future funding.
- Initiated fund development plan for WWII CAP veterans recognition.
- Presented CAP Gold Medal Campaign fundraising plan to BoG.
- Presented CAP Alumni Association working plan to BoG at Summer Board.
- Conducted fundraising seminars at Summer Annual Conference, Wing Commanders Course and Wing Conferences to include AR, NM, MN and GA.
- Presented CAP program to local estate planning council, July 2013.
- Initiated Estate Planning Website (linked to CAP website); included Pay Pal option.
- Created fundraising account for MN WG, resulting in more than \$1,500 to the wing.
- Working with the Thunderbird Mountain SAR School project in Montana to develop funding sources and land acquisition strategies.
- Working on formalizing the CAP Foundation and CAP NHQ fundraising relationship through action plans and MOU.

5. In summary, Civil Air Patrol initiatives went well beyond the core missions of disaster relief/emergency services, cadet programs and aerospace education in touching the lives of citizens nationwide. Through our staff’s hardwork and member dedication, CAP’s missions have served the organization extremely well. Now that the foundation has been laid, the best is truly yet to come!

Sincerely,



CHARLES L. CARR JR.  
Major General, CAP  
National Commander



DON ROWLAND  
Chief Operating Officer