



Air & Space Forces Aid Society (AFAS)

Application Instructions for Elevate

Using the AFAS Member Portal

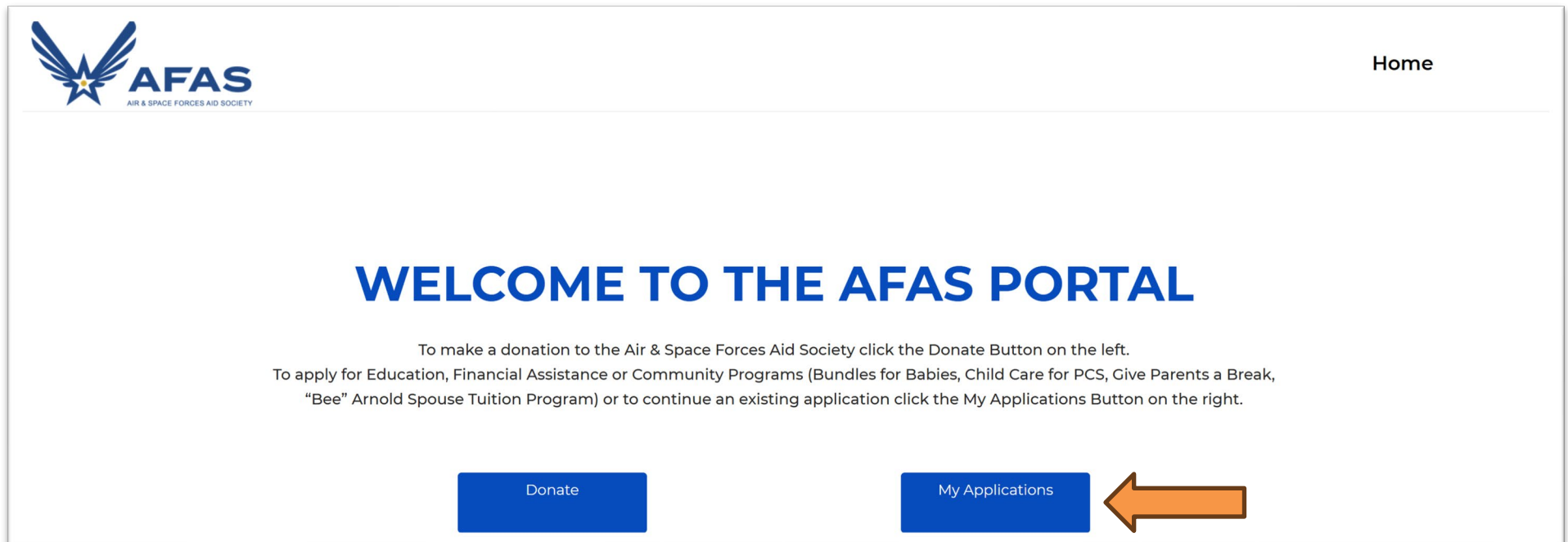


Welcome to the Air & Space Forces Aid Society!



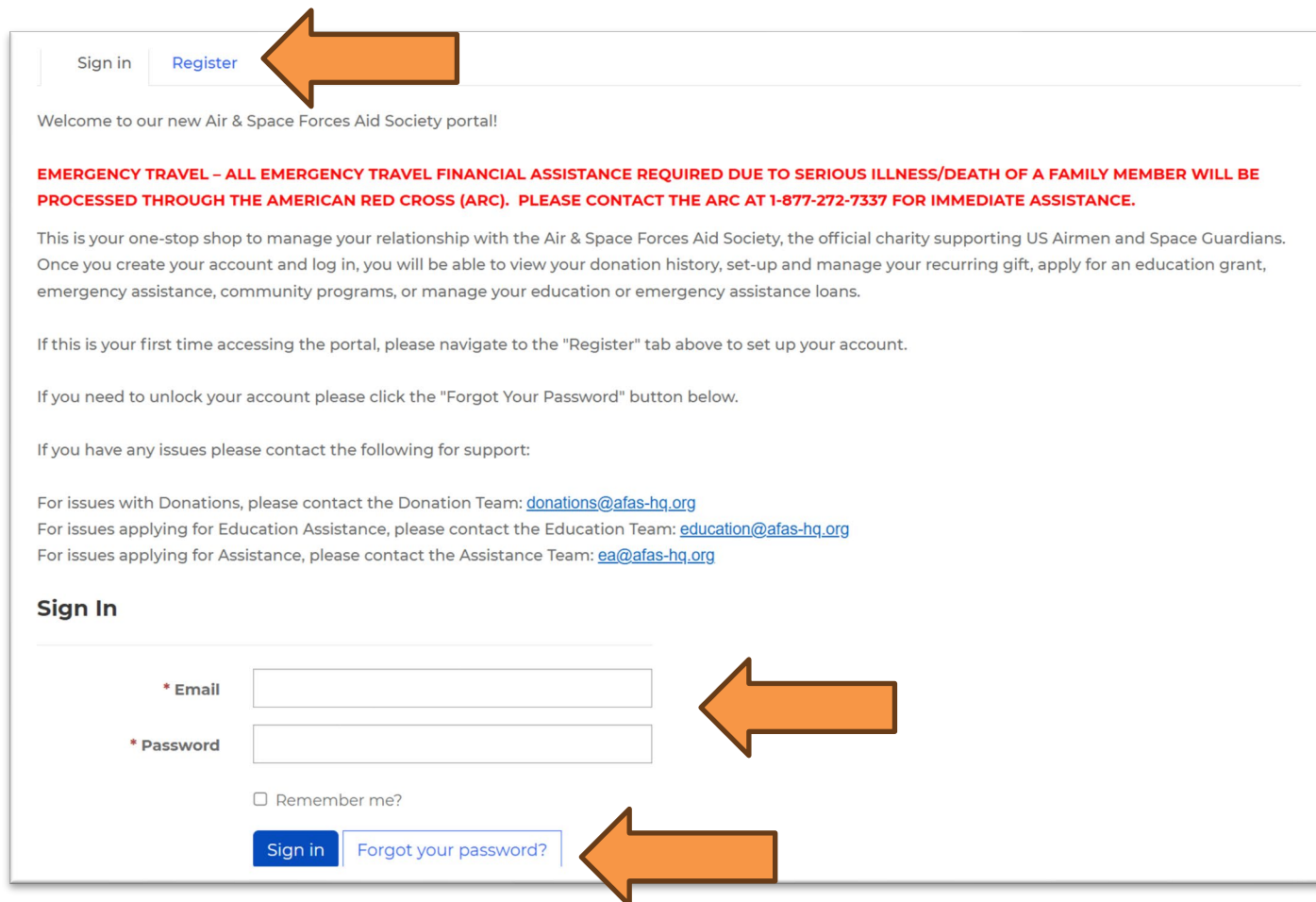
Access the Member Portal:

- Go to <https://portal.afas.org>
- To get started, select **“My Applications”**



Sign In or Register:

- If you already have an account, sign in with your **email** and **password**.
- If you're new, select **"Register"** and follow the prompts (see next page for details).
- If you have trouble signing in, click **"Forgot your password"** to reset it. You will receive an email to the registered email on file with a link to change the password. If you do not receive the email (please check Junk/Spam folders) you may give us a call at 703-972-2604 for assistance.



Sign in Register

Welcome to our new Air & Space Forces Aid Society portal!

EMERGENCY TRAVEL – ALL EMERGENCY TRAVEL FINANCIAL ASSISTANCE REQUIRED DUE TO SERIOUS ILLNESS/DEATH OF A FAMILY MEMBER WILL BE PROCESSED THROUGH THE AMERICAN RED CROSS (ARC). PLEASE CONTACT THE ARC AT 1-877-272-7337 FOR IMMEDIATE ASSISTANCE.

This is your one-stop shop to manage your relationship with the Air & Space Forces Aid Society, the official charity supporting US Airmen and Space Guardians. Once you create your account and log in, you will be able to view your donation history, set-up and manage your recurring gift, apply for an education grant, emergency assistance, community programs, or manage your education or emergency assistance loans.

If this is your first time accessing the portal, please navigate to the "Register" tab above to set up your account.

If you need to unlock your account please click the "Forgot Your Password" button below.

If you have any issues please contact the following for support:

For issues with Donations, please contact the Donation Team: donations@afas-hq.org
For issues applying for Education Assistance, please contact the Education Team: education@afas-hq.org
For issues applying for Assistance, please contact the Assistance Team: ea@afas-hq.org

Sign In

* Email

* Password

☐ Remember me?

Sign in Forgot your password?

Register: Create a New Account

- Enter your personal email address (do not use a **.mil** or **.edu** email).
- Create and confirm your password.
- Enter the code shown on the screen, then click **“Register.”**



Note: If you see a message that your email is already in use, you already have an account. Select **“Sign In”** and enter your credentials. If you have an account and do not remember your password, please select Forgot Password to reset it. You will receive an email to the registered email on file with a link to change your password.

[Sign in](#)

Please DO NOT use your ".mil" email address to register. You may not receive important email notifications if you do so. If you receive a message that your email address is already taken, please return to the "Sign in" tab and use the password reset button at the bottom of the screen to generate a password for your account.

Register an account

* Email

* Password

* Confirm password



[Generate a new image](#)
[Play the audio code](#)

Enter the code from the image

Profile:

- Please provide some information about yourself. All required fields marked with an asterisk (*) must be completed.



Note: Once the profile information is completed, you should be taken back to the Sign in screen and be able to Sign In.

 John Snuffy

Profile

Donation History

Recurring Donations

My Applications

Security

Change password

Please provide some information about yourself. Please DO NOT use your *.mil* email address as your username/primary email. You may not receive important email notifications if you do so.

Your information

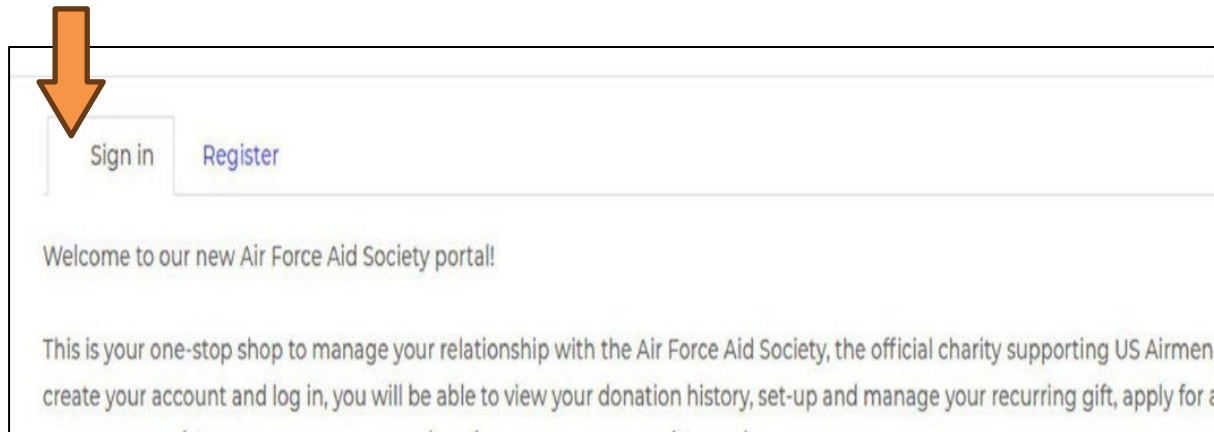
Title *	Amn	E-mail/Username	johnsnuffy80@gmail.com
First Name *	John	Business Phone	703-972-2604
Middle Name			
Last Name *	Snuffy		

Address

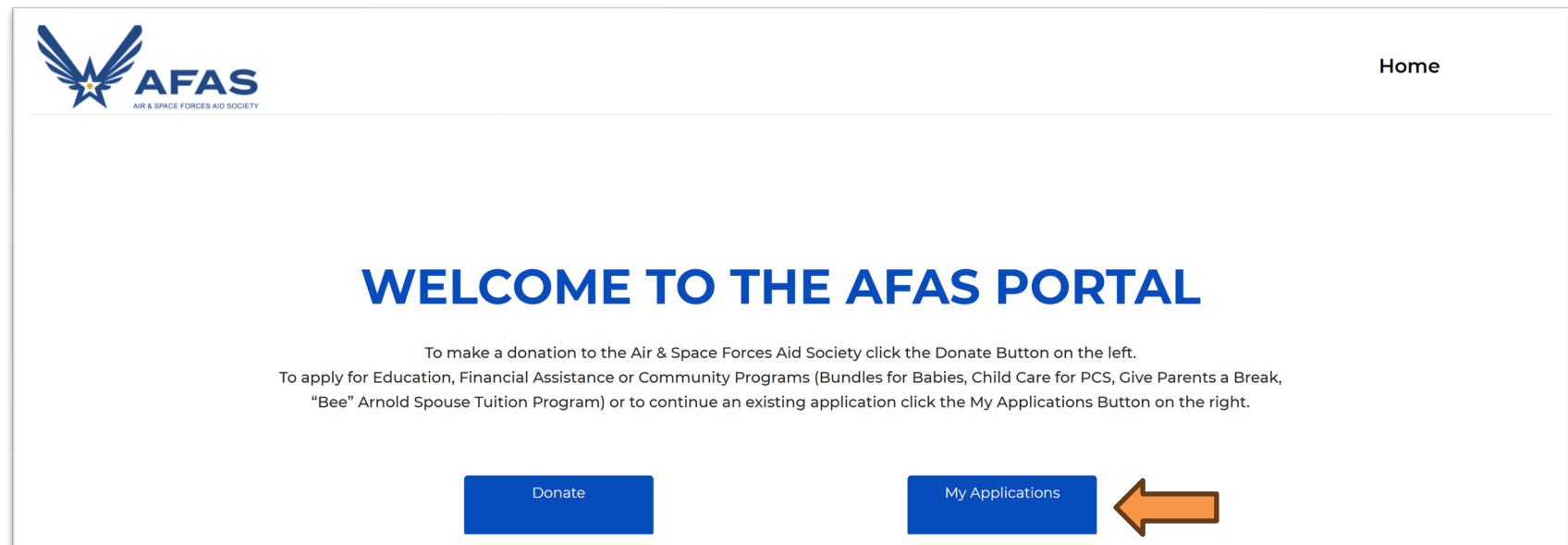
Street 1	1550 Crystal Drive	Address 1: State/Province	
Street 2		ZIP/Postal Code	22202
City	Arlington	Address 1: Country/Region	United States

Creating an Application:

- You will need to Sign In to your account to start an application. (Select Sign In tab and enter your Email and Password.



- Next, click on **My Applications**



How to Apply:

- For Elevate, select “Apply for Assistance.”



My Applications

This page is the central location to monitor your applications with the Air & Space Forces Aid Society.

To begin a new application, click on one of the blue buttons below. To apply for Assistance, click the “Apply for Assistance” button on the left. To apply for a Community Program (Bundles for Babies, Bee Arnold Spouse Tuition, Child Care for PCS, Give Parents a Break), click on the “Apply for Community Program” button in the middle. If you are applying for the General Henry H. Arnold Grant please click on the “Apply for Hap Arnold Grant” on the right. If you are applying for assistance with a car seat, please apply under “Assistance.”

Once an application has been started but not completed, it will be displayed here with a status reason of “Unsubmitted”. To edit or resume the application, click on the blue Application ID in the table below. This will take you back to the application, where you will be able to edit the information and finish the application.

Once the application has been submitted, it will be displayed here with a status reason of “Submitted”. To view the details of the submission, click on the blue Application ID in the table below. This will take you to the application's detail page where you will be able to review the details of the submitted application.

[Apply for Assistance](#)[Apply for Community Program](#)[Apply for Hap Arnold Grant](#)

Application
ID

Application
Type

Application
Subtype

Created On ↓

Status
Reason

Application
Processing Stage

Explanation of Process Stage

Eligibility Verification:

- You must complete the eligibility questions and click **“Submit”** to begin your application.



Note: You must meet at least one eligibility category to proceed.

Registration Eligibility Check

Welcome to the Air Force Aid Society Emergency Assistance online application.

Incorporated in 1942, Air Force Aid Society (AFAS) is the official charity for the U.S. Air Force and U.S. Space Force. AFAS works to support and enhance the United States Air Force and the United States Space Force missions by providing emergency financial assistance, educational support, and community programs to Airmen, Guardians, and their families.

The intent of financial assistance is to stabilize an emergency situation. It is not intended to be a long term remedy when spending continues to exceed a budget. Emergency assistance may be provided as a no-interest loan or grant. Final determination will be made by HQ AFAS upon review of application, required documentation and the emergency financial need.

If your emergency financial need is due to the illness or death of a family member and required emergency travel assistance, please contact the American Red Cross at 1-877-272-7337.

To continue with an existing application [click here](#).

Select the eligibility category which pertains to you

- ☐ Active-Duty Air Force/Space Force member
- ☐ Spouse of an active-duty Air Force/Space Force member with a Power of Attorney (POA)
- ☐ Air National Guard or Air Force Reserve member
- ☐ Spouse of an Air National Guard or Air Force Reserve member with a Power of Attorney (POA)
- ☐ Air Force Retiree
- ☐ Spouse of an Air Force Retiree with a Power of Attorney (POA)
- ☐ Widow or widower of an Air Force Retiree
- ☐ Dependent family member (enrolled in DEERS) of Air Force/Space Force member who died on active duty
- ☐ Other military service member (Army, Coast Guard, Marines, Navy)
- ☐ None of the above



Step 1: Applicant Information page:

➤ Fill in the required information and then click **Save and Continue**.

Note: All fields with an asterisk (*) are mandatory and must be completed to continue to the next screen

ASSISTANCE APPLICATION

1 Applicant Information

2 Military Member Information

3 Requested Assistance Details

4 Dependents

5 Requirements

6 Disbursement Method

Applicant Information

SSN (with dashes) *

DODID *

First Name *

Middle Initial

Last Name *

Contact Information

Personal Email Address *

This email must be the one that you logged in with, if you would like to change it please do so on your profile page.

Work Email Address

Phone Number Type *

Select

Work Phone (no dashes)

Provide a telephone number

Step 2: Military Member Information

- Enter the required information for the military member (sponsor), then click **“Save and Continue.”**

Note: First Sergeant name and contact information are required for Financial Assistance applications only. AFAS may contact the First Sergeant if needed.

The screenshot displays the '2 Military Member Information' step of a multi-page application. The top navigation bar includes tabs for '1 Applicant Information', '2 Military Member Information' (active), '3 Requested Assistance Details', '4 Dependents', and '5 Requirements'. Below the tabs, a sub-tab '6 Disbursement Method' is visible. The form is divided into three main sections: 'Military Member Information', 'Contact Information', and 'Unit Information'. The 'Military Member Information' section contains fields for SSN (with dashes), DODID, First Name, Middle Initial, Last Name, Suffix, and Date of Birth (Format: MM/DD/YYYY). The 'Contact Information' section includes fields for Personal Email Address (with a note that mil email addresses will not be accepted), Work Email Address, Phone Number Type (a dropdown menu currently set to 'Mobile Phone'), Mobile Phone (no dashes), and Work Phone (no dashes). The 'Unit Information' section includes fields for Unit Name, Street, Duty Station/Base, City, State/Province, Zip Code, Unit Phone Number (no dashes), and First Sergeant information (Name, Phone Number, and Email). At the bottom of the form, there are two buttons: 'Previous' and 'Save and Continue'.

1 Applicant Information ✓ 2 Military Member Information 3 Requested Assistance Details 4 Dependents 5 Requirements

6 Disbursement Method

Military Member Information

SSN (with dashes) *

DODID

First Name *

Middle Initial

Last Name *

Suffix

Date of Birth (Format: MM/DD/YYYY) *

Military Information

Military Branch *

Military Category *

Military Rank *

Contact Information

Personal Email Address *

Please enter a personal email address, mil email addresses will not be accepted.

Work Email Address *

Phone Number Type *

Mobile Phone

Mobile Phone (no dashes) *

Work Phone (no dashes) *

Unit Information

Unit Name *

Street

Duty Station/Base *

City *

State/Province *

Zip Code *

Unit Phone Number (no dashes) *

Provide a telephone number

First Sergeant *

AFAS reserves the right to contact your Military & Family Readiness (MAFRC), First Sergeant, or leadership if warranted.

First Sergeant Phone Number (no dashes) *

Provide a telephone number

First Sergeant Email *

Previous Save and Continue

Step 3: Requested Assistance Details

- Click the blue “Add Requested Item” button to select the type(s) of assistance and amount requested. For the Elevate grant, you will select Exception to Policy: Other Emergency Situations

1 Applicant Information ✓ 2 Military Member Information ✓ 3 Requested Assistance Details 4 Dependents 5 Requirements 6 Disbursement Method

Click the "Add Requested Item" icon, select a category and provide a description and a dollar amount.

Add Requested Item

Requested Item Category ↑	Requested Item Subcategory	Description	Amount
There are no records to display.			

Selected Assistance Type *

Assistance

Explanation of Hardship *

Previous Save and Continue

- Under **General**, use the drop-down boxes:
 - Requested Item Category select: **ELEVATE**
 - Requested Item Subcategory select: **Elevate Workshop**
- Enter \$160.00 in the Amount Field
- In the text box requesting more details enter: **Elevate Grant Request**
- Once finished, click the blue **Submit** button

Create

General

Requested Item Category *

ELEVATE

Requested Item Subcategory *

Elevate Workshop

Amount (Format: 0.00)

160.00

Please provide more details on your specific needs for this requested item.

Submit

Step 3 Continued: Requested Assistance Details

- When back on the **Requested Assistance Details page**, provide an **Explanation of Hardship** in the open box. For the Elevate Grant, please enter: ***Elevate Grant Request*** in this box.

1 Applicant Information ✓

2 Military Member Information ✓

3 Requested Assistance Details

4 Dependents

5 Requirements

6 Disbursement Method

Click the "Add Requested Item" icon, select a category and provide a description and a dollar amount.

Add Requested Item

Requested Item Category ↑	Requested Item Subcategory	Description	Amount
There are no records to display.			

Selected Assistance Type *

Assistance

Explanation of Hardship *

Previous

Save and Continue



Step 4: Dependents page

- If you have any dependents, click **Add Dependent** to provide their details

Note: Please include all dependent names, Date of Birth (DOB), and your relationship as reflected in the Defense Eligibility Reporting System (DEERS). This information may be verified

- Once you have entered any dependents, or if you do not have any dependents, click **Save and Continue**

ASSISTANCE APPLICATION

1 Applicant Information ✓

2 Military Member Information ✓

3 Requested Assistance Details ✓

4 Dependents

5 Requirements

6 Disbursement Method

For each dependent enrolled into DEERS, click “Add Dependent” and complete the Name, Relationship, and Date of Birth fields. Continue until all your dependents enrolled into DEERS are listed.

Add Dependent

Name ↑	Relationship	Date of Birth	Age
There are no records to display.			

Previous

Save and Continue

Step 5: Requirements page: Click on each **blue box** on the right and upload a copy of the Required Documents

For Elevate Grant requests, the following documents are required:

Military ID front & back

End-of-month Leave and Earning Statement (LES)

ELEVATE Attendance Certificate (Must be signed by Workshop Facilitator)

These documents are required by the system and ***must*** be attached before submitting your application
To avoid delays in processing your application, please ensure all required documents are submitted at the time of application.

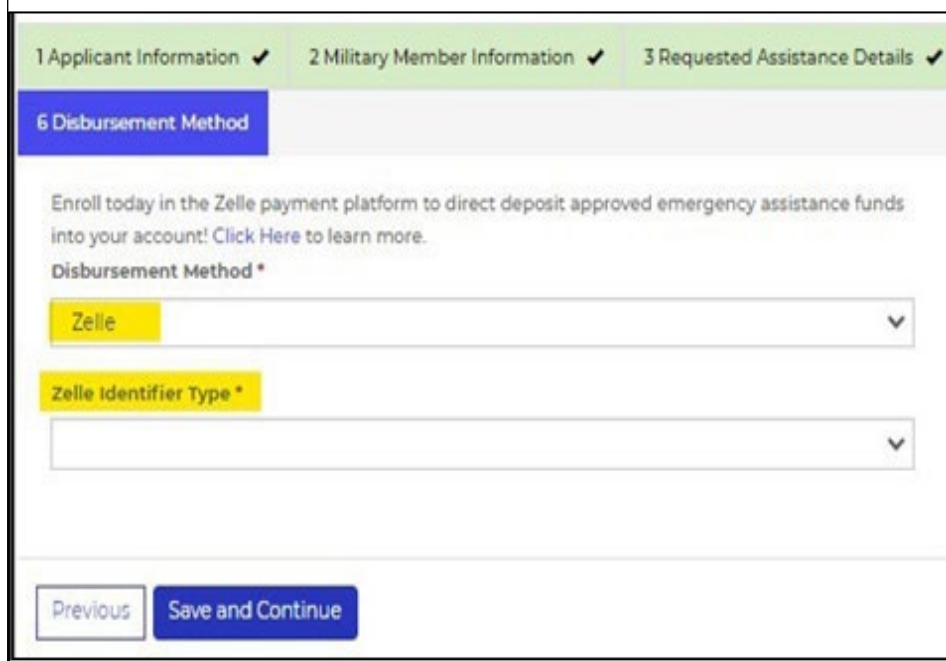
Document Type ↓	Description	Status	Received Date
Military ID/ Front and Back (Authority: DoDI 1000.13)		Pending	 
End-of-Month Leave and Earning Statement (LES)		Pending	 
ELEVATE Attendance Certificate		Pending	 

Step 6: Disbursement Method (Applies to ALL AFAS Applications)

- Select how you would like to receive your disbursement, either through **Zelle** or **Bank ACH**

Zelle

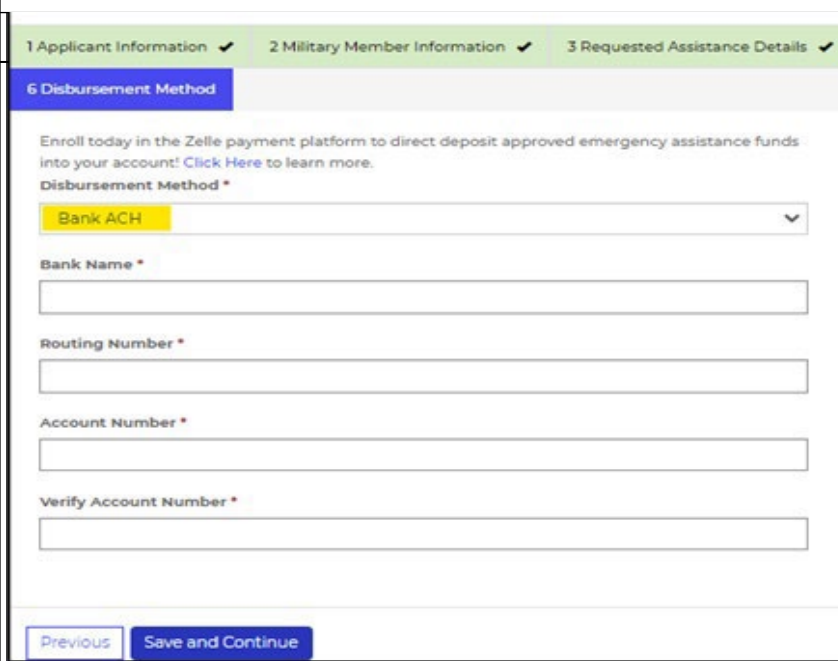
To use Zelle, you must register through your bank and select the **Zelle Identifier Type**. It is either a stateside phone number (entered without dashes) or a personal email synced to your stateside bank account.



The screenshot shows a web form for selecting a disbursement method. At the top, there are three tabs: '1 Applicant Information' (checked), '2 Military Member Information' (checked), and '3 Requested Assistance Details' (checked). Below these is a blue tab labeled '6 Disbursement Method'. The main text area says: 'Enroll today in the Zelle payment platform to direct deposit approved emergency assistance funds into your account! [Click Here](#) to learn more.' Below this is a dropdown menu for 'Disbursement Method *' with 'Zelle' selected. Underneath is another dropdown for 'Zelle Identifier Type *'. At the bottom are two buttons: 'Previous' and 'Save and Continue'.

Bank ACH

If Bank ACH is elected, fill out the Bank Name, Routing Number and Account Number. Funds will be deposited directly into this account.



The screenshot shows a web form for selecting a disbursement method. At the top, there are three tabs: '1 Applicant Information' (checked), '2 Military Member Information' (checked), and '3 Requested Assistance Details' (checked). Below these is a blue tab labeled '6 Disbursement Method'. The main text area says: 'Enroll today in the Zelle payment platform to direct deposit approved emergency assistance funds into your account! [Click Here](#) to learn more.' Below this is a dropdown menu for 'Disbursement Method *' with 'Bank ACH' selected. Underneath are three text input fields: 'Bank Name *', 'Routing Number *', and 'Account Number *'. Below these is a fourth text input field for 'Verify Account Number *'. At the bottom are two buttons: 'Previous' and 'Save and Continue'.

- Once you have entered and verified your Disbursement Method, click **Save and Continue**

Note: AFAS is not responsible for incorrect Zelle Identifiers or Bank ACH information resulting in deposits being sent to the wrong account. Please ensure you have verified your information before clicking Save and Continue.

Final Steps to Submit Your Application to AFAS:

1. Please read the ***Terms of Agreement*** and then **check the box** indicating you understand and accept these terms
2. Select your **Marketing Preferences** for how you would like to be contacted
3. Once you have completed the 2 steps above and ensured you have attached all required documents, and verified your Zelle or Banking information, click **Submit** to send your application to AFAS for processing

Home > My Applications > Terms of Agreement

Terms of Agreement

I hereby authorize the Department of the Air Force to supply the Air Force Aid Society with any requested information in connection with this assistance. I further authorize the Department of the Air Force, or any agency, to supply my latest home address, or duty assignment to the Air Force Aid Society whenever requested.

I understand that:

- the solicitation of this information is authorized by 10 USC 8012;
- the disclosure of this information on my application is voluntary;
- all information requested will be used only for determining eligibility for and administration of a loan;
- the failure to provide all requested information may result in disapproval on this application;
- these funds will not be used to fund an abortion or for any expenses related to an abortion to include travel;
- these funds will not replace funds lost by fines or garnishments;
- these funds will be used for the purpose requested;

I authorize the AFAS to investigate my credit record and, in the administration and collection of this loan, furnish information concerning this loan to National Credit Bureaus and others who may properly receive this information. I certify that the information provided on this application is complete, true, and correct.

☐ By checking this box I understand and accept the terms described above. *

Marketing Preferences

Allow Mail * ☒ Allow ☐ Do Not Allow	Allow Bulk Mail * ☐ Allow ☒ Do Not Allow
Allow Bulk Email * ☐ Allow ☒ Do Not Allow	Allow Soliciting * ☐ Allow ☒ Do Not Allow

Submit

What Happens Next?

- You will receive a verification email that your application was successfully submitted
- **If your application is approved**, you will receive an email from Adobe Sign (Please check Junk/Spam folders) with an attachment which requires your signature. This signed document must be submitted through Adobe Sign before AFAS can distribute any approved funds for all programs



Options ▾ Emergency Assistance Contract (Allotment) Next required field 2

AIR FORCE AID SOCIETY ASSISTANCE CONTRACT

MEMBER/APPLICANT INFORMATION			
MEMBER John Snuffy	MEMBER # CON-278900	LAST 4 OF SSN 1234	
APPLICANT John Snuffy	RELATIONSHIP Member		

DISBURSEMENT INFORMATION			
CASE # EA-2024-142107	PREVIOUS BALANCE	NEW LOAN \$1,640.00	NEW LOAN BALANCE \$1,640.00

MONTHLY REPAYMENT TERMS			
PAYMENT AMOUNT \$164.00	PAYMENT METHOD Allotment	# MONTHS 10	START DATE 9/15/2024

LOAN DISBURSEMENT – PROMISSORY NOTE

I acknowledge receipt of \$1,640.00 from the Air Force Aid Society as an interest free (0%) loan and I promise to repay this loan in full according to the monthly repayment terms outlined above.

I authorize AFAS to start an allotment in accordance with the allotment terms outlined above.

Start

By clicking continue, I acknowledge that I have read and agree to the Adobe [Terms of Use](#). See our [Privacy Policy](#) for details on our privacy practices.

Continue

Having difficulty with your application or have questions?

Contact AFAS at 703-972-2604 or email ea@afas.org for assistance



Additional Information

- Your application will be assigned to an AFAS Case Manager. It will be reviewed as quickly as possible.
- **Looking for an application update?** You may log into the portal and visit the **My Applications** tab to review the **status** of your application in live time.
- Ensure you answer any calls you receive from area codes 703 or 571 as your Case Manager may be trying to contact you for additional information regarding your request.
- Also, be sure to check your email as the Case Manager may send you messages regarding your case. You may also want to check your Junk/Spam folders for updates as well.

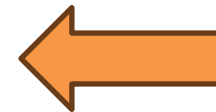
WELCOME TO THE AFAS PORTAL

To make a donation to the Air & Space Forces Aid Society click the Donate Button on the left.

To apply for Education, Financial Assistance or Community Programs (Bundles for Babies, Child Care for PCS, Give Parents a Break, "Bee" Arnold Spouse Tuition Program) or to continue an existing application click the My Applications Button on the right.

Donate

My Applications



How to Apply?

My Loans and Grants