



DEPARTMENT OF THE AIR FORCE
WASHINGTON, DC



OFFICE OF THE ASSISTANT SECRETARY

Mr. Dan Cable
USAA Educational Foundation
9800 Fredericksburg Rd.
San Antonio, TX 78288-0026

5 September 2017

Dear Mr. Cable:

This letter is in response to your letter dated 23 Jun 17, requesting the United States Air Force grant USAA Educational Foundation approval to provide financial information and presentations to Airmen and their families on Air Force installations.

I hereby grant permission for the USAA Educational Foundation (USAAEF) to conduct such training that complies with the restrictions set forth in Air Force Instruction (AFI) 36-2925, *Personal Commercial Solicitation on Air Force Installations*, and in Department of Defense Instruction (DoDI) 1344.07, *Personal Commercial Solicitation on DoD Installations*. In accordance with AFI 36-2925, paragraph 2.5.5 and Attachment 2 and DoDI 1344.07 paragraph 6.7 *Educational Programs*, I further approve your organization's use at Air Force training events of your proprietary educational training materials and employed experts in the finance-related fields, subject to the following conditions:

- a. Training materials will not include endorsement or promotions of commercial services or suggest preferential treatment of any individual corporation, product or service.
- b. Additional training materials, as well as other goods and services, will not be marketed or sold (including direct links to website were such items are marketed or sold) before, during or after training sessions and personal information on class attendance will not be provided to the trainer.
- c. All training materials must include appropriate disclaimers to clarify the trainer is not associated with, or endorsed by, the DoD or the Department of the Air Force.
- d. Educational presentations by approved trainers will only be conducted at the express request of the installation commander. The installation commander also exercises discretion on the duration of the training; classes may be discontinued at any time, with commander's discretion, based on good cause shown.

In addition, USAAEF must provide quarterly reports including the following information on any event conducted on an Air Force installation: date of event, number of participants, Air Force POC for event, brief summary of event, and evaluation data (if applicable).

In accordance with AFI 36-2925, this letter of approval shall remain in effect for 36 months from the date above, provided the actions of your organization remain compliant with all relevant clauses of AFI 36-2925 and DoDI 1344.07. My point of contact is Ms. Kimberly A.J. Castillo at kimberly.a.castillo10.civ@mail.mil.

DANIEL R. SITTERLY
Acting Assistant Secretary
(Manpower and Reserve Affairs)

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