



## **CNIC AFLOAT RECREATION AND FITNESS PROGRAM**

### **RECREATION TRIPS / TOURS**

- **Trips provide transportation to a specified location. Participants have the option to explore the destination on their own. Tours may or may not provide transportation and include destination facilitated sight-seeing guide services.**

**Recreation Examples: Local, State or National Park Trips, Hiking Trips, Ski & Snowboarding Trips, Museums, Sporting Event Trips or TV filming trips.**



## RECREATION TRIPS / TOURS SPORTING EVENT

The number of opportunities available will differ depending on your location. You may have access to professional and/or semi-professional teams. These are great opportunities for a command event. Following are a few examples.

- Contact the company for group / military rate**
  - Plan well in advance**
    - Pick a couple of dates and check availability for the below items**
    - Brief and finalize date with Chain of Command**
  - Opportunity for command involvement?**
    - Singer for National Anthem**
    - First Pitch / Puck Drop**
    - Color Guard**
    - Play on the court, ring, etc?**
- Event POC (company)**
  - Name**
  - Phone**
  - Email**
- Budgeted?**
  - Create**
  - Approve**
  - Confirm plans for payment**
  - Need contract based on price?**
    - Include government clause**
- Event Location**
  - Date / Time confirmed**
  - Traffic concerns getting to event by scheduled time?**
- Marketing**
- Ticket sales**
- Transportation needed / provided?**
- Staff / Volunteers**



## AFTER ACTION REPORTS

<b>First and Last name:</b>	<b>Ship's Name:</b> USS BOXER
<b>Position Title:</b> Afloat Recreation Specialist - "Fun Boss"	<b>Date:</b> 4 APRIL 2015
<b>Event happened:</b> <input type="checkbox"/> Underway <input checked="" type="checkbox"/> Homeport	
<b>Pictures must be included when submitting in an After Action Report to your Supervisor.</b>	
<b>Please Complete below list of Questions regarding the Event:</b>	
<b>1. Title of Event:</b> Boxer Family Day at Petco Park	
<b>2. Location of Event: (Hanger Bay, Picnic Area)</b> Petco Park for the San Diego Padres Game	
<b>3. Date of Event:</b> 26 April 2015	
<b>4. Time of Event:</b> 1300-1700	
<b>5. Number of Participants:</b> 220 tickets sold	
<b>6. Equipment Needed:</b> No equipment for this event	
<b>7. Staffing Requirements:</b> MWR reps helped sell tickets on the mess decks during lunch.	
<b>8. Points of Contact:</b> Fun Boss x6371	
<b>9. Marketing Process:</b> Posted the MWR calendar to Boxer homepage MWR link. Padres gave us posters for the event with all the pertinent information on it, which we posted around the ship.	
<b>10. Explain Event Execution:</b> This event was a ticket-only event in which Boxer MWR bought tickets directly from the San Diego Padres for resale to the crew at a discounted rate. The tickets included all you can eat food. Original purchase of 100 tickets sold out extremely quickly, so I took a wait list and bought another 120 tickets. In total I bought 220 tickets from the Padres and sold them all to the crew in a very short amount of time. They were extremely popular.	
<b>11. Winners of Event:</b>	
<b>12. Prizes or Awards:</b>	
<b>13. Lessons Learned:</b> In the future I would hold ticket sales open for any officers for a few days, so they have a chance to buy tickets. They don't always have the time to break away from their offices. I would also buy about 500 tickets for a family day event, because of how quickly we sold out of the 220 tickets we did purchase. I would also buy the tickets up front so as people buy them I could hand them out as they pick them up, not having to track them down later.	
<b>14. Any Additional Information? :</b>	



## AFTER ACTION REPORTS

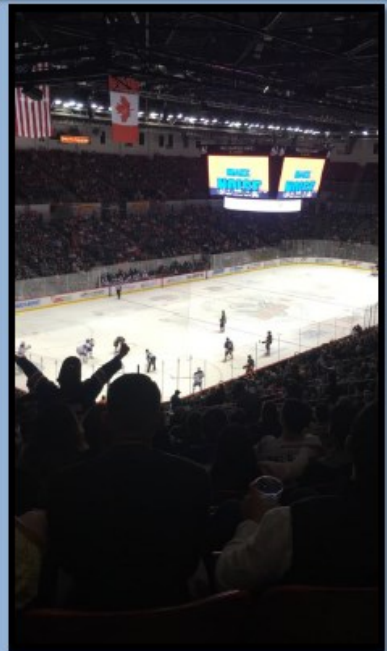
<b>First and Last name:</b>	<b>Ship's Name:</b> USS Theodore Roosevelt
<b>Position Title:</b> Afloat Recreational Specialist	<b>Date:</b> 03/25/2017
<b>Event happened:</b> <input type="checkbox"/> Underway <input checked="" type="checkbox"/> Homeport	
<b>Pictures must be included when submitting in an After Action Report to your Supervisor.</b>	
<b>Please Complete below list of Questions regarding the Event:</b>	
<b>1. Title of Event:</b> MWR OUTING - SAN DIEGO GULLS GAME	
<b>2. Location of Event: (Hanger Bay, Picnic Area)</b> SAN DIEGO GULLS STADIUM	
<b>3. Date of Event:</b> 03/25/2017	
<b>4. Time of Event:</b> 1900-2200	
<b>5. Number of Participants:</b> 12	
<b>6. Equipment Needed:</b> TICKETS, K-22 MACHINES, DUTY PERSONNEL, DUTY VAN	
<b>7. Staffing Requirements:</b> 2 MWR DUTY PERSONNEL	
<b>8. Points of Contact:</b> FUN BOSS	
<b>9. Marketing Process:</b> ALL HANDS EMAILS, WORD OF MOUTH, FLYERS, AND SIGN UP SHEET ON MWR BOARD	
<b>10. Explain Event Execution:</b> Those who wanted to ride in the duty van with MWR to the game mustered at a specified location at 1700. This gave us time to find parking and walk around the tailgate fest they had going on before the game.	
<b>11. Winners of Event:</b> N/A	
<b>12. Prizes or Awards:</b> N/A	
<b>13. Lessons Learned:</b> Pre-sale tickets before event so we have the number of people going match the number of tickets we actually used. Once we have the vouchers, go to the stadium a couple days before to obtain better seats for the game.	
<b>14. Any Additional Information? :</b> N/A	



RECREATION TRIPS / TOURS  
SPORTING EVENT—SAN DIEGO GULLS



# MWR Outing San Diego Gulls





## AFTER ACTION REPORTS

<b>First and Last name:</b>	<b>Ship's Name:</b> USS ABRAHAM LINCOLN
<b>Position Title:</b> FUN BOSS	<b>Date:</b> 08/10/2016
<b>Event happened:</b> <input type="checkbox"/> Underway <input checked="" type="checkbox"/> Homeport	
<b>Pictures must be included when submitting in an After Action Report to your Supervisor.</b>	
<b>Please Complete below list of Questions regarding the Event:</b>	
<b>1. Title of Event:</b> LINCOLN Tides Day	
<b>2. Location of Event: (Hanger Bay, Picnic Area)</b> Norfolk Tides Stadium	
<b>3. Date of Event:</b> 08/10/2016	
<b>4. Time of Event:</b> 1205 - 1500	
<b>5. Number of Participants:</b> 1576	
<b>6. Equipment Needed:</b> None	
<b>7. Staffing Requirements:</b> None	
<b>8. Points of Contact:</b> Fun Boss	
<b>9. Marketing Process:</b> ABE Nation emails/ MWR Monthly Calendar / 1MC Announcements	
<b>10. Explain Event Execution:</b> Worked with Norfolk Tides baseball rep to organize a LINCOLN Tides Day. CoC picked and approved available date. Group reservation was made for ticket sales. Pre-sold tickets starting a month before the event. Leading up to game day, held tryouts for National Anthem singer, Color Guard and SOY conducted First Pitch. Day of game departments held muster on site. Cost per ticket was \$7.50 to the crew and \$8.50 to MWR. MWR subsidized tickets by \$1.00 each.	
<b>11. Winners of Event:</b> N/A	
<b>12. Prizes or Awards:</b> N/A	
<b>13. Lessons Learned:</b> Consider offering luncheon BBQ package onsite at Tides stadium to crew members.	
<b>14. Any Additional Information? :</b>	





RECREATION TRIPS / TOURS  
SPORTING EVENT—NORFOLK TIDES





## AFTER ACTION REPORTS

<b>First and Last name:</b>	<b>Ship's Name:</b> USS CARL VINSON CVN 70
<b>Position Title:</b> FUN BOSS	<b>Date:</b> 10/08/2017
<b>Event happened:</b> <input type="checkbox"/> Underway <input checked="" type="checkbox"/> Homeport	
<b>Pictures must be included when submitting in an After Action Report to your Supervisor.</b>	
<b>Please Complete below list of Questions regarding the Event:</b>	
<b>1. Title of Event:</b> CLIPPERS VS TRAILBLAZERS GAME WITH COURT ACCESS	
<b>2. Location of Event: (Hanger Bay, Picnic Area)</b> Staples Center, Los Angeles	
<b>3. Date of Event:</b> 10/08/2017	
<b>4. Time of Event:</b> 1200	
<b>5. Number of Participants:</b> 60	
<b>6. Equipment Needed:</b> MWR Van & basketballs	
<b>7. Staffing Requirements:</b> 1 Driver	
<b>8. Points of Contact:</b> LA Clippers POC	
<b>9. Marketing Process:</b> Fliers and all hands emails	
<b>10. Explain Event Execution:</b> I worked with my contact at the LA Clippers to procure discounted tickets for our crew members. I also worked with her to allow our sailors on the court after the game to shoot around for 60min. The sailors loved the opportunity to be on the same floor as the players and were excited to talk with a player from one of the teams when he came out of the locker room after the game.  Tickets were pre-sold on the ship with free transportation if requested.	
<b>11. Winners of Event:</b> N/A	
<b>12. Prizes or Awards:</b> N/A	
<b>13. Lessons Learned:</b>	
<b>14. Any Additional Information? :</b>	





RECREATION TRIPS / TOURS  
SPORTING EVENT—CLIPPERS GAME



*USS Carl Vinson sailors attended a basketball match between the LA Clippers and the Portland Trailblazers. After the game sailors were able to shoot around on the game floor.*





## RECREATION TRIPS / TOURS HORSEBACK RIDING

When in homeport, trips to local/nearby activities are a great way to provide fun day trips for Sailors as well. Consider doing a survey to see what your Sailors are interested in.

Following are examples of other trips executed by ships:

- Amusement Parks
- Specialty Events
- Deep Sea Fishing Trip
- Zip Line Adventure Park
- Sporting Events
- Hiking Trips
- Indoor Skydiving
- Indoor Trampoline Park
- Go Karts
- Spas



## AFTER ACTION REPORTS

<b>First and Last name:</b>	<b>Ship's Name:</b> USS CARL VINSON CVN 70
<b>Position Title:</b> FUN BOSS	<b>Date:</b> 09/30/2017
<b>Event happened:</b> <input type="checkbox"/> Underway <input checked="" type="checkbox"/> Homeport	
<b>Pictures must be included when submitting in an After Action Report to your Supervisor.</b>	
<b>Please Complete below list of Questions regarding the Event:</b>	
<b>1. Title of Event:</b> Horseback Riding	
<b>2. Location of Event: (Hanger Bay, Picnic Area)</b> Pony Land Center in Tijuana Estuary	
<b>3. Date of Event:</b> 09/30/2017	
<b>4. Time of Event:</b> 1100	
<b>5. Number of Participants:</b> 16	
<b>6. Equipment Needed:</b> MWR Van	
<b>7. Staffing Requirements:</b> 1 Driver	
<b>8. Points of Contact:</b> Pony Land Center	
<b>9. Marketing Process:</b> Fliers and all hands emails	
<b>10. Explain Event Execution:</b> Coordinated trip and price with horseback riding company. We promoted the event onboard to the crew members and had them sign up/ pay at the MWR ticket office.	
<b>11. Winners of Event:</b> N/A	
<b>12. Prizes or Awards:</b> N/A	
<b>13. Lessons Learned:</b>	
<b>14. Any Additional Information? :</b>	



USS Carl Vinson sailors headed down to the Tijuana Estuary to trek through the river beds on horseback



## Riverbed Horseback Ride

**Date:** 30 September, Saturday

**Time:** 1000

**Cost:** \$35

**Sign Up:** Deadline: 28 September

**Location:** Ponyland San Diego Beach Rides

*Transportation provided upon request*



Wild Nasturtiums and verdant trees create a shady canopy overhead as you and your horse ride down white sand trails through a river valley for 1 hour. Listen for exotic migrating birds as well as local wildlife including rabbits. Keep an eye out for seasonal wild roses, wild raspberries and other unique plants that decorate this trail.

After the ride, visit the petting zoo to see zebras, llamas, and other farm animals.

**This trip is open to personnel 18 years old and up.**



## TRIPS / TOURS

### TRIPS – LONGER DISTANCE FROM BASE

The number of opportunities available will differ depending on your location. Following are a few examples. Below are things to keep in mind.

- Choose a location and timeline**
  - Contact local tour/bus companies for trip ideas
  - Day or weekend trip?
  - Target price?
- Charter a bus or use MWR vans?**
  - Contact a few tour and/or bus companies and see if they have group / military rates
  - Request bids
  - Plan well in advance
    - Brief and finalize date with Chain of Command
  - Charter buses can drive through the night while patrons sleep on the bus. Helps with parking as well.
- Tour POC (company)**
  - Name
  - Phone
  - Email
- Budgeted?**
  - Create
  - Approve
  - Confirm plans for payment
  - Need contract based on price?
    - Include government clause
- Itinerary**
  - Day or weekend trip?
  - Departure and return times
  - Cost
  - Any shows or special event included in price?
- Marketing**
- Ticket sales**
- Staff / Volunteers**





## AFTER ACTION REPORTS

<b>First and Last name:</b>	<b>Ship's Name:</b> USS GEORGE H W BUSH
<b>Position Title:</b> FUN BOSS	<b>Date:</b> 11/26/2017
<b>Event happened:</b> <input type="checkbox"/> Underway <input checked="" type="checkbox"/> Homeport	
<b>Pictures must be included when submitting in an After Action Report to your Supervisor.</b>	
<b>Please Complete below list of Questions regarding the Event:</b>	
<b>1. Title of Event:</b> Macy's Day Thanksgiving Parade	
<b>2. Location of Event: (Hanger Bay, Picnic Area)</b> New York City, NY	
<b>3. Date of Event:</b> 11/26/2015	
<b>4. Time of Event:</b> 12am on 11/26/2015	
<b>5. Number of Participants:</b> 35	
<b>6. Equipment Needed:</b> Charter Bus Map of NYC & of Macy's Thanksgiving Day Parade Route	
<b>7. Staffing Requirements:</b> FUN BOSS	
<b>8. Points of Contact:</b> 1.) Charter Bus	
<b>9. Marketing Process:</b> All Hands e-mail, flyers around ship, posted on MWR FB page and MWR monthly calendar	
<b>10. Explain Event Execution:</b> 11/25/15: 12am. Sailors muster at Scott Center Annex 11/26/15 1230am: Bus Departs Scott Center Annex. Hand out NYC Map and Macy's Day Parade Route 7am: Arrive New York City 7am: Sailors explore NYC on their own (groups of at least 2 sailors) & watch parade 5:30pm: Sailors muster at pick up location 11/27/15: 1:30am: Arrive back to Scott Center Annex	
<b>11. Winners of Event:</b> N/A	
<b>12. Prizes or Awards:</b> N/A	
<b>13. Lessons Learned:</b> -Sailors enjoyed the Macy's Day Parade. You need to be in NYC no later than 7am as crowds were heavy at 7am when we arrived. -Our group found a spot on the front line across from Central Park at 7:30am and took turns holding down the spot until the parade started. -Also, a lot of businesses close down their restrooms for the day unless you buy something. Tell sailors to use the bathrooms in hotel lobbies because they were the only ones that we found open without buying something.	
<b>14. Any Additional Information? :</b> See article on trip for photos	



**RECREATION TRIPS / TOURS**  
**MACY'S THANKSGIVING DAY PARADE TRIP**



**General Information**

Program Title: Macy's Day Thanksgiving Parade      Actual Cost Per Participant: 116.6666667  
 Actual Cost Per Participant w/o transportation: \$0.00  
 Actual Fee: \$30.00

Dates	Days	Muster Time	Event Time	Dates Skipped	Staff Assigned	Location
11/26/2015	Thurs	12am	7am	N/A	Fun Boss	New York City

Location: New York City      Minimum: 30 Maximum: 48  
 Registration Deadline: 11/15/2015  
 Program Description:

Spend the day in New York City. You will have the opportunity to watch the Macy's Day Parade and then explore NYC on our own for the day.

**Expense Projections (Based on Minimum Participants)**

Projected Supplies to Purchase:	From:	Price Per	Qty.	Total
55 Passenger Charter Bus	Tour Bus Company	\$3,500.00	1	\$3,500.00
Total Projected Supply Expenses:				\$3,500.00
Total Projected Supply Expenses w/o transportation:				\$0.00

Supplies In Stock:  
 N/A

Total Expenses: \$3,500.00 = \$ 3,500.00  
 Projected Revenue:  
 Min Participants 30 x RegFee \$30.00 \$ 900.00  
 Max Participants 48 x RegFee \$30.00 \$ 1,440.00

**Actual Expenses**

Supplies Purchases:	From:	Price Per	Qty.	Total
Charter Bus	Tour Bus Company	\$3,550.00	1	\$3,550.00
New York City Maps	<a href="https://www.nycgo.com/maps-">https://www.nycgo.com/maps-</a>	\$0.00		\$0.00
Maps of Macy's Thanksgiving Day Parade	<a href="https://www.macys.com/social/parade/">https://www.macys.com/social/parade/</a>	\$0.00		\$0.00
Total Actual Supply Expenses:				\$3,550.00

Supplies In Stock:  
 N/A

Total Expenses: \$3,550.00      \$3,550.00  
 Participants 35 x RegFee \$30.00 \$1,050.00  
 Loss/Gain = \$2,500.00



## RECREATION TRIPS / TOURS

### MACY'S THANKSGIVING DAY PARADE TRIP



#### Program Contacts

Name:	Duties:	Tour Bus Company	Phone Number:
E-mail:			
Name:	Duties:		Phone Number:
Website:			

#### Program Set-up (please attach supporting documents in Program File)

Pre-Event: (Media, Timeline, Volunteers, etc) What would you do differently next year?

We started advertising trip at the middle of October.  
Advertised used MWR Facebook page, All Hands E-mails & Flyers  
Request maps from the New York City Visitor's Bureau

Day of: (Include map if applicable, Timeline, etc)

11/25/15: 12am. Sailors muster at Scott Center Annex

1230am: Bus Departs Scott Center Annex. Hand out NYC Map and Macy's Day Parade Route

7am: Arrive New York City

7am: Sailors explore NYC on their own (groups of at least 2 sailors) & watch parade

5:30pm: Sailors muster at pick up location

1:30am: Arrive back to Scott Center Annex

Recap and Clean-up (Timeline, Volunteers list, Supplies to return, etc)

Supplies to Return: N/A

Volunteer List: N/A



RECREATION TRIPS / TOURS

MACY'S THANKSGIVING DAY PARADE TRIP

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### Macy's Thanksgiving Day Parade Trip

**Date:** 11/25/2015

**Location:** New York City

**Muster:** Parking lot next to NEX at Scott Center Annex. Muster at 12a.m.

We will arrive to NYC at approx. 07:00 a.m.

We will leave NYC at 5:30pm

Approx. arrival time back to Scott Center Annex will be 1:30am on November 26

**Description:** Transportation will be provided to NYC so that you can enjoy the Macy's Thanksgiving Day Parade. Maps on where to view the parade will be handed out on the bus. If you plan on going to any events at local venues you will be responsible for paying entry fees to venues. Most tickets to these venues sell out in advance so plan ahead.

In New York City you will muster back at the same place that the bus drops us off at 5:30 p.m.

**What to Bring:** Money for food and shopping, pillow and blanket. Phone and battery charger. Camera. Dress in warm layers.

**Cost:** \$30

**Information:** For more information on the Macy's Thanksgiving Day Parade go to this website:

<https://www.macys.com/social/parade/>

## AFTER ACTION REPORTS

<b>First and Last name:</b>	<b>Ship's Name:</b> USS GEORGE H W BUSH
<b>Position Title:</b> FUN BOSS	<b>Date:</b> 01/02/2016
<b>Event happened:</b> <input type="checkbox"/> Underway <input checked="" type="checkbox"/> Homeport	
<b>Pictures must be included when submitting in an After Action Report to your Supervisor.</b>	
<b>Please Complete below list of Questions regarding the Event:</b>	
<b>1. Title of Event:</b> New York City New Years Eve Trip	
<b>2. Location of Event: (Hanger Bay, Picnic Area)</b> New York City, NY	
<b>3. Date of Event:</b> 12/31/2015	
<b>4. Time of Event:</b> 4:30am on 12/31	
<b>5. Number of Participants:</b> 48	
<b>6. Equipment Needed:</b> Charter Bus Map of NYC	
<b>7. Staffing Requirements:</b> FUN BOSS	
<b>8. Points of Contact:</b> 1.) Charter Bus	
<b>9. Marketing Process:</b> All Hands e-mail, flyers around ship, posted on MWR Facebook page and MWR monthly calendar	
<b>10. Explain Event Execution:</b> 12/31/15: 4:30am: Muster at Scott Center Annex. 5:00am: Bus Departs Scott Center Annex. Hand out NYC Map 11:30am: Arrive New York City 11:30am: Sailors explore NYC on their own (groups of at least 2 sailors) 1:30am on 1/1/16: Sailors muster at pick up location 8:00am on 1/1/16: Arrive back to Scott Center Annex	
<b>11. Winners of Event:</b> N/A	
<b>12. Prizes or Awards:</b> N/A	
<b>13. Lessons Learned:</b> See attached.	
<b>14. Any Additional Information? :</b> See article on trip for photos	





### 13. Lessons Learned:

-People started lining up at 1600 in order to get in blocks of cues. Each cue was about a block long. Once the cue was full the police would close that cue and move onto the next cue to fill. Once the general public was in the cue, you could not leave even to go to the bathroom.

### New York City Times Square New Year's Eve Trip

**Date:** Thursday, December 31

**Location:** New York City

**Muster:** Parking lot next to NEX at Scott Center Annex. Muster at 4:30 a.m.

We will arrive to NYC at approx. 11:30 a.m.

We will leave NYC at 1:30 a.m. on January 1

Approx arrival time back to Scott Center Annex is 8 a.m. on January 1

**Description:** Transportation will be provided to NYC so that you can enjoy New Years Eve festivities in NYC. Access to Times Square Festivities is free. If you plan on going to any events at local venues you will be responsible for paying entry fees to venues. Most tickets to these venues sell out in advance.

**What to Bring:** Money for food and shopping, pillow and blanket. Phone and battery charger. Camera. Dress in warm layers.

**Cost:** \$45

**Information:** For more information on New Years in Times Square go to this website: <http://www.newyareseve.nyc/nyc/nye-faq/index.aspx>



# RECREATION TRIPS / TOURS

## NEW YEAR'S EVE IN NEW YORK CITY TRIP



### General Information

Program Title: New Years Eve New York City Trip

Actual Cost Per Participant: 116.666667

Actual Cost Per Participant w/o transportation: \$0.00

Actual Fee: \$45.00

Dates	Days	Muster Time	Event Time	Dates Skipped	Staff Assigned	Location
12/31/2015		4:30am	11:30am	N/A	Fun Boss	New York City

Location: New York City

Minimum: 30 Maximum: 48

Registration Deadline: 12/15/2015

Program Description:

Transportation will be provided to NYC so that you can enjoy New Years Eve festivities in NYC. Access to Times Square Festivities is free. If you plan on going to any events at local venues you will be responsible for paying entry fees to venues. Most tickets to these venues sell out in advance.

### Expense Projections (Based on Minimum Participants)

Projected Supplies to Purchase:	From:	Price Per	Qty.	Total
55 Passenger Charter Bus	Tour Bus Company	\$3,500.00		1 \$3,500.00
Total Projected Supply Expenses:				\$3,500.00
Total Projected Supply Expenses w/o transportation:				\$0.00

Supplies In Stock:

N/A

Total Expenses:	\$3,500.00	=	\$ 3,500.00
Projected Revenue:			
Min Participants	30 x RegFee	\$45.00	\$ 1,350.00
Max Participants	48 x RegFee	\$45.00	\$ 2,160.00

### Actual Expenses

Supplies Purchases:	From:	Price Per	Qty.	Total
Charter Bus	Tour Bus Company	\$3,550.00		1 \$3,550.00
New York City Maps	<a href="https://www.nycgo.com/maps-guides/official">https://www.nycgo.com/maps-guides/official</a>	\$0.00		\$0.00
New Years Eve Info	<a href="http://www.newyareseve.nyc/nyc/nye-faq">http://www.newyareseve.nyc/nyc/nye-faq</a>	\$0.00		\$0.00
Total Actual Supply Expenses:				\$3,550.00

Supplies In Stock:

N/A

Total Expenses:	\$3,550.00		\$3,550.00
Participants	48 x RegFee	<u>\$45.00</u>	\$2,160.00
		<b>Loss/Gain =</b>	<b>\$1,390.00</b>



## RECREATION TRIPS / TOURS

### NEW YEAR'S EVE IN NEW YORK CITY TRIP

#### Program Contacts

Name: \_\_\_\_\_ Duties: Tour Bus Company Phone Number: \_\_\_\_\_  
E-mail: \_\_\_\_\_  
Name: \_\_\_\_\_ Duties: \_\_\_\_\_ Phone Number: \_\_\_\_\_  
Website: \_\_\_\_\_

#### Program Set-up (please attach supporting documents in Program File)

Pre-Event: (Media, Timeline, Volunteers, etc) What would you do differently next year?

We started advertising trip at the middle of November  
Advertised used MWR Facebook page, All Hands E-mails & Flyers

Day of: (Include map if applicable, Timeline, etc)

12/31/15: 4:30am: Muster at Scott Center Annex.

5:00am: Bus Departs Scott Center Annex. Hand out NYC Map

11:30am: Arrive New York City

11:30am: Sailors explore NYC on their own (groups of at least 2 sailors) & watch ball drop

1:30am on 1/1/16: Sailors muster at pick up location

8:00am on 1/1/16: Arrive back to Scott Center Annex

Recap and Clean-up (Timeline, Volunteers list, Supplies to return, etc)

Supplies to Return: N/A

Volunteer List: N/A



## RECREATION TRIPS / TOURS SKI/SNOWBOARDING TRIP

Ski/snowboarding trips are typically popular. Check your area to see what is available and how close it is. Following is one example.

- Choose a location and timeline**
  - Contact local tour/bus companies for trip ideas
  - Day or weekend trip?
  - Target price?
- Charter a bus or use MWR vans?**
  - Contact a few tour and/or bus companies and see if they have group / military rates
  - Request bids
  - Plan well in advance
    - Brief and finalize date with Chain of Command
- Tour POC (company)**
  - Name
  - Phone
  - Email
- Budgeted?**
  - Create
  - Approve
  - Confirm plans for payment
  - Need contract based on price?
    - Include government clause
- Itinerary**
  - Day or weekend trip?
  - Departure and return times
  - Cost
  - Gear need to bring or being provided?
    - If renting gear, provide sizes to location prior to arriving to minimize wait time at the location
- Safety evaluation**
  - Plan for what to do if there is an emergency
- Marketing**
- Ticket sales**
- Staff / Volunteers**



## AFTER ACTION REPORTS

<b>First and Last name:</b>	<b>Ship's Name:</b> USS GEORGE H W BUSH
<b>Position Title:</b> FUN BOSS	<b>Date:</b> 01/08/2016
<b>Event happened:</b> <input type="checkbox"/> Underway <input checked="" type="checkbox"/> Homeport	
<b>Pictures must be included when submitting in an After Action Report to your Supervisor.</b>	
<b>Please Complete below list of Questions regarding the Event:</b>	
<b>1. Title of Event:</b> Wintergreen Ski & Snowboard Weekend Trip (January 8 - 10, 2016)	
<b>2. Location of Event: (Hanger Bay, Picnic Area)</b> Wintergreen Resort	
<b>3. Date of Event:</b> 01/08/2016	
<b>4. Time of Event:</b> 1200 on 1/8/16 to 8pm 1/10/16	
<b>5. Number of Participants:</b> 25	
<b>6. Equipment Needed:</b> Charter Bus Skis & Snowboards (Rented from resort)	
<b>7. Staffing Requirements:</b> FUN BOSS	
<b>8. Points of Contact:</b> 1.) Sales Manager Wintergreen Resort 2.) Charter Bus.	
<b>9. Marketing Process:</b> All Hands e-mail, flyers around ship, posted on MWR Facebook page and MWR monthly calendar	
<b>10. Explain Event Execution:</b> See attached.	
<b>11. Winners of Event:</b> N/A	
<b>12. Prizes or Awards:</b> N/A	
<b>13. Lessons Learned:</b> Muster earlier on Friday to leave for ski trip. The group was rushed getting their rentals before snow tubing on Friday evening.	
<b>14. Any Additional Information? :</b> See article on trip for photos	





## RECREATION TRIPS / TOURS

### WINTERGREEN SKI TRIP—USS GEORGE H.W. BUSH

#### 10. Explain Event Execution:

1/8/16: 1200: Sailors mustered at Scott Center Annex to load charter bus

1/8/16: 1600: The group stopped at the Ski Barn so sailors could rent jacket or snow bibs

1/8/16: 1630: Arrived at Wintergreen Resort

1/8/16: 1630-1730: Fun Boss checked everyone in and handed out lift tickets, gear rental and lodging assignments

1/8/16: 1900: Group met at snow tubing park to go snow tubing

1/9/16: 0900: Sailors took snowboarding or ski lessons and had the rest of the day to ski or snowboard

1/10/16: 0800 - 1330: Sailors participated in skiing or snowboarding

1/10/16: 1400: Sailors mustered and loaded charter bus

1/10/16: 2000: Arrived back to Scott Center Annex

# Ski & Snowboard Weekend Trip

## Jan. 8 - 10

*Includes lodging,  
lift tickets,  
equipment &  
transportation*

**Register by Jan. 4  
\$100**

For more info inquire at  
MWR Ticket Window





# RECREATION TRIPS / TOURS

## WINTERGREEN SKI TRIP—USS GEORGE H.W. BUSH



### Program Plan

#### General Information

Program Title: Wintergreen Ski Trip

Actual Cost Per Participant: 475.1  
 Actual Cost Per Participant w/o transportation: \$350.60  
 Actual Fee: \$100.00

Dates	Days	Muster Time	Event Time	Dates Skipped	Staff Assigned	Location
1/8/16 - 1/10/16	Friday - Sunday	1200	Friday-1230pm - Sunday at 8pm	N/A	PR2	Wintergreen Ski Resort

Location: Wintergreen Ski Resort Minimum: 20 Maximum: 48  
 Registration Deadline: Jan 4.  
 Program Description:

Spend the weekend skiing and snowboarding at Wintergreen Resort. Lodging will be provided in 3 – 5 bedroom condos at the Resort. Sign up early with your friends if you would like to be in the same condo as them.

#### Expense Projections (Based on Minimum Participants)

Projected Supplies to Purchase:	From:	Price Per	Qty.	Total
Charter Bus	Tour Bus Company	\$2,490.00	1	\$2,490.00
Lift Ticket (2 day lift ticket)	Resort	\$126.00	20	\$2,520.00
Snow Tube Ticket	Resort	\$15.00	20	\$300.00
Lodging (Night 1) 4 bedroom condos (6 beds)	Resort	\$524.00	4	\$2,096.00
Lodging (Night 2) 4 bedroom condos (6 beds)	Resort	\$524.00	4	\$2,096.00
Total Projected Supply Expenses:				\$9,502.00
Total Projected Supply Expenses w/o transportation:				\$7,012.00

Supplies In Stock:

N/A

Total Expenses: \$9,502.00 = \$ 9,502.00  
 Projected Revenue:  
 Min Participants 20 x RegFee \$100.00 \$ 2,000.00  
 Max Participants 48 x RegFee \$100.00 \$ 4,800.00

#### Actual Expenses

Supplies Purchases:	From:	Price Per	Qty.	Total
Charter Bus	Tour Bus Company	\$2,490.00	1	\$2,490.00
Lift Ticket (2 day lift ticket)	Resort	\$126.00	25	\$3,150.00
Snow Tube Ticket	Resort	\$15.00	25	\$375.00
Lodging (Night 1) 4 bedroom condos (6 beds)	Resort	\$524.00	5	\$2,620.00
Lodging (Night 2) 4 bedroom condos (6 beds)	Resort	\$524.00	5	\$2,620.00
Total Actual Supply Expenses:				\$11,255.00

Supplies In Stock:

N/A

Total Expenses: \$11,255.00 \$11,255.00  
 Participants 25 x RegFee \$100.00 \$2,500.00  
 Loss/Gain = \$8,755.00



## RECREATION TRIPS / TOURS

### WINTERGREEN SKI TRIP—USS GEORGE H.W. BUSH



#### Program Contacts

Name:	Duties:	Wintergreen Sales Manager	Phone Number:
E-mail:			
Name:	Duties:	Bus Company	Phone Number:
E-mail:			

#### Program Set-up (please attach supporting documents in Program File)

Pre-Event: (Media, Timeline, Volunteers, etc) What would you do differently next year?

We started advertising trip at beginning of December. Low participation due to palm period just ending and sailors forgetting about registering for trip.  
Advertised used MWR Facebook page, All Hands E-mails & Flyers

Day of: (Include map if applicable, Timeline, etc)

1/8/16: 1200: Sailors mustered at Scott Center Annex to load charter bus

1/8/16: 1600: The group stopped at the Ski Barn so sailors could rent jacket or snow bibs

1/8/16: 1630: Arrived at Wintergreen Resort

1/8/16: 1630-1730: Fun Boss checked everyone in and handed out lift tickets, gear rental and lodging assignments

1/8/16: 1900: Group met at snow tubing park to go snow tubing

1/9/16: 0900: Sailors took snowboarding or ski lessons and had the rest of the day to ski or snowboard

1/10/16: 0800 - 1330: Sailors participated in skiing or snowboarding

1/10/16: 1400: Sailors mustered and loaded charter bus

1/10/16: 2000: Arrived back to Scott Center A

Recap and Clean-up (Timeline, Volunteers list, Supplies to return, etc)

Supplies to Return: N/A

Volunteer List: N/A



RECREATION TRIPS / TOURS

WINTERGREEN SKI TRIP—USS GEORGE H.W. BUSH

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## Wintergreen Resort Ski & Snowboard Trip Participant Information Sheet

**Date:** Friday, January 8 – Sunday, January 10

**Location:** Wintergreen Resort

**Muster:** Friday, January 8: 1200 at Scott Center Annex. Park in parking lot in between the NEX and gas station.

**Description:** Spend the weekend skiing and snowboarding at Wintergreen Resort. Lodging will be provided in 3 – 5 bedroom condos at the Resort. Sign up early with your friends if you would like to be in the same condo as them.

### Activities for weekend

Friday Evening: Snow Tubing

Saturday: Ski or snowboard all day

Sunday: Ski or snowboard half the day.

Wintergreen Resort is a four-season mountain retreat on the eastern slopes of the Blue Ridge Mountains.

**What to Bring:** Money for food, winter waterproof clothing for winter activities, clothes/toiletries for the weekend.

\*If you need to rent snow bibs or jackets we will be stopping by the Ski Barn for you to rent ski jackets & bibs or snow pants.

**Cost:** \$100 and includes transportation, snow tubing, lodging, lift ticket and equipment rental.



## RECREATION TRIPS / TOURS HIKING TRIPS

Hiking trips can fall under fitness and/or recreation trips/tours. The number of opportunities and the skill level available will differ depending on your location.

- Check with your local MWR Outdoor Recreation to see if you can partner with any of their programs and/or to get ideas for an exclusive event for your ship.
- Depending on the skill level – hire a guide?
- Clarify that participants understand the skill level
- Provide gear list to participants before hike
- Safety evaluation
- Plan what to do in case of emergency
- Are there apps available to help find trails?
- Marketing
- Budgeted?
  - Create
  - Approve
  - Make plans for payment
- Ticket Sales
- Staff / Volunteers
- Itinerary





## AFTER ACTION REPORTS

<b>First and Last name:</b>	<b>Ship's Name:</b> USS BOXER
<b>Position Title:</b> Afloat Recreation Specialist - "Fun Boss"	<b>Date:</b> 20 Oct 2014
<b>Event happened:</b> <input type="checkbox"/> Underway <input checked="" type="checkbox"/> Homeport	
<b>Pictures must be included when submitting in an After Action Report to your Supervisor.</b>	
<b>Please Complete below list of Questions regarding the Event:</b>	
<b>1. Title of Event:</b> Potato Chip Rock Hike	
<b>2. Location of Event: (Hanger Bay, Picnic Area)</b> Lake Poway Recreation Area, Poway, CA	
<b>3. Date of Event:</b> 18 Oct 2014	
<b>4. Time of Event:</b> Muster at 0800 on the pier in front of the berthing barge.	
<b>5. Number of Participants:</b> 10 signed up, only 7 showed up.	
<b>6. Equipment Needed:</b> Use of ships van for transporting participants to and from the trail head, first aid kit (provided by Fun Boss).	
<b>7. Staffing Requirements:</b> I led the hike. I was the only guide on the trip. With bigger groups a second guide might be needed.	
<b>8. Points of Contact:</b> Fun Boss # USS BOXER Quarter Deck #	
<b>9. Marketing Process:</b> Calender & Newsletter both in print posted around the ship and digitally on the Boxer home page MWR link. All hands e-mail also were used twice throughout the week leading up to the event.	
<b>10. Explain Event Execution:</b> The event was originally planned for Palomar Mountain instead of Mt. Woodson aka Potato Chip Rock. I changed my mind on the location the week of the event because the trails at Palomar Mountain didn't seem to present enough of a challenge to our target audience; young fit sailors. Mt. Woodson was about half the distance to get to as Palomar Mountain. Without a working MWR vehicle a ship's van was utilized. Supply requested an extra van from NAVFAC for the weekend we had the hike planned for. Free parking at the Lake Poway Recreation Area with Military ID. The hike was just the right amount of difficulty and distance for our sailors. It was about 7 miles round trip. Great views at the top and great photo opportunities.	
<b>11. Winners of Event:</b> NA	
<b>12. Prizes or Awards:</b> NA	
<b>13. Lessons Learned:</b> The GPS takes you to the access road on the east side of the Mountain. The trail head is on the west side of the mountain at the Lake Poway Recreation Area. Make sure to navigate to this spot instead of what you get when you simply type "potato chip rock" into the GPS. The GPS tries to drive you to the actual top of the mountain on the access road. This mistake only cost us about 15 minutes of time.	
<b>14. Any Additional Information? :</b> Make sure to bring the 10 essentials when hiking. I recommend only doing this hike in the early morning during the fall winter or spring. Summer time will be to hot out there.	



RECREATION TRIPS / TOURS  
HIKING—MT WOODSON





## AFTER ACTION REPORTS

<b>First and Last name:</b>	<b>Ship's Name:</b> USS ABRAHAM LINCOLN
<b>Position Title:</b> FUN BOSS	<b>Date:</b> 10/28/2016
<b>Event happened:</b> <input type="checkbox"/> Underway <input checked="" type="checkbox"/> Homeport	
<b>Pictures must be included when submitting in an After Action Report to your Supervisor.</b>	
<b>Please Complete below list of Questions regarding the Event:</b>	
<b>1. Title of Event:</b> Shenandoah Fall Foliage Hike	
<b>2. Location of Event: (Hanger Bay, Picnic Area)</b> Shenandoah National Park (Afton VA / South Entrance)	
<b>3. Date of Event:</b> 10/28/2016	
<b>4. Time of Event:</b> 0600-1900	
<b>5. Number of Participants:</b> 9	
<b>6. Equipment Needed:</b> MWR Van, Proper Hiking Attire, Water	
<b>7. Staffing Requirements:</b> MWR Staff (2 drivers)	
<b>8. Points of Contact:</b> Fun Boss	
<b>9. Marketing Process:</b> ABE Nation emails/ MWR Monthly Calendar	
<b>10. Explain Event Execution:</b> Promoted event and held sign up sheet in MWR office. Event was free for sailors to participate in. Morning of, drove MWR van to Shenandoah to hike 6.4 mile trail (Doyles Falls). Brought first aid supplies, plenty of water and snacks (individuals brought their own supplies), sunscreen, good shoes and warm clothes. Hike took approximately 3.5-4 hours to complete. Recommended for moderate-difficult hiker level capabilities.	
<b>11. Winners of Event:</b> N/A	
<b>12. Prizes or Awards:</b> N/A	
<b>13. Lessons Learned:</b> Consider staying the night and camping at one of the many campgrounds located in Shenandoah. Drive is approximately 3-3.5 hours from Norfolk/Newport News area each way. Highly recommend this hike - it goes past a series of 3 different waterfalls.	
<b>14. Any Additional Information? :</b>	



## RECREATION TRIPS / TOURS PORT VISIT

Port visits during deployment differ quite a bit from homeport trips/tours. Port locations remain fairly consistent. If you can gather information of possible port visit locations before you deploy, then you may be able to get a jump start.

- While underway, if pulling into a port that does not have MWR, check with Supply to get the Husbanding Agent information.
  - Typically there is a tour company they work with
- If pulling into a port with MWR, touch base with Deployed Forces Support.
  - They will be able to provide information on base services and tours in the area.
- Contact the company for tour information
- Event POC (company)
  - Name
  - Phone
  - Email
- Budgeted?
  - Create
  - Approve
  - Confirm plans for payment
    - If writing a check – confirm proper date entry (i.e. some places overseas use Day/Month/Year. For example 02/05/17 is May 2, 2017 not February 5, 2017)
- Event Location – Collaborate on sporting events?
  - Date / Time confirmed
  - Traffic concerns getting to event by scheduled time?
- Marketing
- Transportation needed / provided?
- Tour / ticket sales
  - Tour times / departures and returns
  - Special gear / supplies needed?
- Hotel sales necessary?
  - Hotel sales in Bahrain MUST go through NGIS
  - Hotel sales in Dubai MUST go through the USO
- Staff / Volunteers / Chaperones



## AFTER ACTION REPORTS

<b>First and Last name:</b>	<b>Ship's Name:</b> USS America
<b>Position Title:</b> Funboss	<b>Date:</b> 11/14/2017
<b>Event happened:</b> <input checked="" type="checkbox"/> Underway <input type="checkbox"/> Homeport	
<b>Pictures must be included when submitting in an After Action Report to your Supervisor.</b>	
<b>Please Complete below list of Questions regarding the Event:</b>	
<b>1. Title of Event:</b> Dhow Dinner Cruise Dubai	
<b>2. Location of Event: (Hanger Bay, Picnic Area)</b> Sandbox	
<b>3. Date of Event:</b> 11/14/2017	
<b>4. Time of Event:</b> 1800	
<b>5. Number of Participants:</b> 14	
<b>6. Equipment Needed:</b> Clip board, Tour roster	
<b>7. Staffing Requirements:</b> 1-2 people to check guests in on tour and direct them to muster location	
<b>8. Points of Contact:</b> Funboss	
<b>9. Marketing Process:</b> All Hands Emails (including reminder emails as the tour registration deadlines approach), PB4T meeting, POD, SharePoint Page	
<b>10. Explain Event Execution:</b> As soon as liberty policy is released, send out all hands email with complete tour information enclosed. Take registrations in office and upon completion of purchase, give each customer a receipt with all their tour information contained on it. Day of the tour, arrive no less than 30 min prior to departure to ensure all patrons have been checked in.	
<b>11. Winners of Event:</b> NA	
<b>12. Prizes or Awards:</b> NA	
<b>13. Lessons Learned:</b> The tour was nice and the food was fantastic, but there were two levels where you could eat (outside on the rooftop, and on the main deck inside the boat next to glass windows). Unfortunately, it seemed the top level was reserved by a large group of people so none of us were allowed to eat upstairs to enjoy the views unobstructed. This was disappointing although we were able to go upstairs to take pictures after the dinner was served. Also, there was only one male, and one female restroom which created a bit of a line. Finally, they did not accept credit cards for alcohol purchases so it's best to bring exact cash since they did not provide change.	
<b>14. Any Additional Information? :</b>	