

**Sample Template for Website Submission**

To: DoDFedsFeedFamilies@cpms.osd.mil

Subject: (List Activity) Submission for DoD FFF Website

The attached document has been reviewed and approved by our (List Activity, i.e. Army) Chain of Command and is provided for your review and consideration for inclusion on the DoD Feds Feed Families (FFF) Website.

Our POC(s) for this information is: (List Mil/Civ Grade, Name, Email and Phone). Please contact them for any further information as needed.

Request you please advise our POC when the submitted information has been published to the DoD FFF Website.

(List Appropriate Activity Signature Block)

Note: Please include a short description and/or caption for all documents and credit the photographer.