Morale, Welfare and Recreation, and Resale Policy Program Content Guide

Updated November 2026

The following established style guidelines reflect the long-standing practices of developers and editors of content for Morale, Welfare and Recreation, and Resale Policy. They are consistent with the rules and guidance outlined in The Associated Press Stylebook and reflective of Office of Military Community and Family Policy style and usage preferences.

Content Tips

- Focus on the positive side of content as much as possible. Avoid words such as boredom.
- Keep the wide audience range in mind.
- Split commissary and exchange content into separate articles.

Things to Avoid

- Make assumptions.
- Tell people how they feel.
- Tell people what they should/need to/must/ought to/can't/won't do.
- Tell people what they should always/never do.

Abbreviations and Acronyms

Abbreviation or acronym	Full title
AAFES	Army and Air Force Exchange Service
AFRC	Armed Forces Recreation Center resorts
ASYMCA	Armed Services YMCA
CGX	Coast Guard Exchange
ITT	Information, Tickets and Travel

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Abbreviation or acronym	Full title
MCCS	Marine Corps Community Services
MCX	Marine Corps Exchange
MWR	Morale, Welfare and Recreation; Morale, Well-Being and Recreation (Coast Guard)
NEX	Navy Exchange
TDY	temporary duty
YP	Youth Programs

Preferred Terms

Acceptable
can or may or might
DOW MWR Libraries Summer Reading Program
military life
morale, welfare and recreation
MWR
often or generally
partner, spouse
some or many

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Acceptable
tend to

Definitions

Term	Definition
America the Beautiful Military Pass program	America the Beautiful Military Pass program is a free annual pass that grants access to more than 2,000 federal recreation sites, all national parks and national wildlife refuges, national forests and grasslands, and lands managed by the Bureau of Land Management, Bureau of Reclamation and the Army Corps of Engineers. All active duty, National Guard, reserve and dependents of U.S. military members with DD Form 1173, U.S. military cadets, veterans and gold star family members are eligible for the free annual pass. The Military Pass is only good for one year, so patrons need to visit a pass issuance site yearly with proof of eligibility to obtain the pass. Patrons can also obtain the free annual pass online for a shipping and handling fee.
American Forces Travel℠	American Forces Travel℠ is the official DOW online booking system directly supporting eligible military members, veterans and their families by providing military-exclusive discounts on travel services. As a Joint Service initiative, the program reinvests directly into vital MWR programs.

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Term	Definition
	To access these exclusive travel savings, users can verify their eligibility and book services directly at AmericanForcesTravel.com.
Armed Forces Recreation Centers	Armed Forces Recreation Centers support the readiness and resilience of the Total Force by providing affordable, premier vacation destinations exclusively for service members, their families and authorized War Department patrons. As key MWR hospitality assets, these hotels occupy strategic locations in high-demand vacation areas worldwide to deliver high-quality, budget-friendly leisure opportunities for the military community. Current locations include: • Edelweiss Lodge and Resort in Garmisch-Partenkirchen, Germany • Dragon Hill Lodge in Seoul, South Korea • Hale Koa Hotel on Waikiki Beach in Honolulu, Hawaii • Shades of Green at the Walt Disney World Resort in Orlando, Florida Also known as AFRC.
Armed Forces Sports	Armed Forces Sports helps service members compete beyond the unit level and represent their service and the United States. With commander approval, participants can take part in championships, trial camps and qualifying events that may lead to national, international or Olympic-level competition. The program promotes readiness, teamwork and pride through high-level athletic competition. The service programs that feed into the Armed Forces Sports competitions are as follows: • All-Army Sports (Open to active-duty Army, Army Reserve, Army National Guard and Active Guard Reserve personnel) • All-Marine Sports (Open to active-duty and active-

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Term	Definition
	reserve Marine personnel) • All-Navy Sports (Open to active-duty Navy, Navy Reserve, Navy National Guard personnel and the Coast Guard as members of the All-Navy Sports teams, except for CG Rugby and CG Golf) • Air Force Sports (Open to active-duty Air Force, Space Force, National Guard and reserve personnel)
Armed Services YMCA Military Outreach Initiative	The Armed Services YMCA offers gym memberships and respite childcare services for qualified military members and their families at service-designated remote locations nationwide. Generally, it includes families of Title 10 deployed National Guard and reserve, active duty at independent duty stations, wounded warriors at transition units and families of deployed service members that reside in remote locations. Respite childcare provides up to 16 hours per month/per child at participating YMCAs. The DOW contracts annually with the Armed Services YMCA to negotiate the lowest possible rate and manage new and renewal memberships. The Armed Services YMCA is a nonprofit 501(c)(3) organization. The initiative began in 2008 and supports mission readiness and family resilience. The link to Armed Services YMCA is https:/asymca.org/what-we-do/dod-moi/. Also known as ASYMCA.
Army and Air Force Exchange Service	Army and Air Force Exchange Service, commonly known as "The Exchange," delivers a wide array of goods and services to Army and Air Force installations worldwide and online at shopmyexchange.com. By shopping here, service members and their families secure significant savings through highly competitive pricing and transactions that remain entirely free from state and local sales taxes. Also known as AAFES.

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Term	Definition
Best Kept Secrets – Recreational Facilities Locator	Military OneSource hosts the MWR Joint Services campground guide that helps service members and their families plan affordable, high-quality outdoor getaways by cataloging premier U.S. military recreation sites. Organized by state, this comprehensive directory provides access to essential details, including exact locations, direct phone numbers and reservation policies. It also highlights available accommodation types, including amenities and on-site activities to ensure travelers maximize their benefits without sacrificing comfort.
Coast Guard Community Services Command	The Command is the Coast Guard's centralized organization managing retail services and recreational opportunities for Coast Guard members, their families and other eligible patrons.
Coast Guard Exchange	The Coast Guard Exchange operates a robust retail network that channels 100% of its profits directly back into Coast Guard Morale, Well-Being and Recreation programs, strengthening the readiness and resilience of the Coast Guard community. Authorized patrons can easily access these tax-free savings and exclusive military pricing by shopping online at shopcgx.com. Also known as CGX.
Coast Guard Morale, Well-Being and Recreation	MWR programs are aimed at enhancing the well-being of Coast Guard personnel and their families.
Coast Guard MWR Ticket Program	The MWR Ticket Program offers Coast Guard members assistance with travel planning, information about local attractions and discounted tickets.
Coast Guard Recreational Lodging and Camping	Coast Guard MWR operates lodging, camping and recreational vehicle sites on Coast Guard installations throughout the United States and Puerto Rico. Patrons will find more information at https://www.coastguardmwr.org/coast-guard-

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	lodging.
commercial sponsorship	This is the act of an individual agency, company, corporation or another entity providing help, funds, goods, equipment or services to MWR programs or events for a specific time in return for public recognition or advertising promotions. Military MWR programs are the only authorized organizations within the War Department to solicit and execute commercial sponsorship.
commissary	The Defense Commissary Agency operates a worldwide network of commissaries delivering a vital benefit of the military compensation package that improves quality of life and readiness by providing grocery items at a savings.
DOW Lodging	DOW Lodging includes official travel, PCS and temporary duty lodging, which can also support leisure travel, and MWR recreational lodging, which includes Armed Forces Recreation Center resorts. These programs help service members save money while on vacation. The link to DOW Lodging is dodlodging.net.
DOW MWR Libraries virtual collection	The integrated libraries website offers free resources to service members and their families. For children and teens, there are reading guides and homework helpers. For adults, there are research and reference materials on hundreds of subjects from car repair to mutual funds. The integrated website provides you with one search area to do the following. • Find free resources, available 24/7 with the same high-quality DOW MWR virtual library databases you've been using. • Discover new materials, including e-books, audiobooks, movies, academic support, test prep, professional development, career transition and a vast array of learning resources and online content for

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	all ages and interests. • Gather multiple resources for all ages. Because database collections may change, it's best to check with DOW MWR Libraries to access the most current resources. Here is a partial list of the database collections DOW MWR Libraries offers: • The app Libby by OverDrive features e-books, audiobooks, magazines and read-alongs with in-app and offline reading available. • O'Reilly® is a leading e-reference resource for technology and business professionals. It offers access to more than 57,000 e-books, videos and tutorials. Technology, digital media and professional development topics are all heavily emphasized. • Ancestry.com™ Library Edition offers access to more than 7 billion names from more than 4,000 genealogical databases. Censuses from the United States, Canada, the United Kingdom and Ireland, and more than 150 million military records are available. • Consumer Reports™ offers expert buying advice, ratings, reviews and product descriptions. It also includes consumer reviews and product video clips. The Wall Street Journal provides coverage of U.S. and world news, politics, arts, culture, lifestyle, sports and health. It's available in print, online and through mobile apps and includes breaking news streams, interactive features, videos and blogs.
Guard and reserve on-site commissary sales	National Guard and reserve units with at least 150 local members can coordinate with the Defense Commissary Agency to host remote on-site grocery sales for authorized patrons living far from physical commissaries.
Information, Tickets and Travel	MWR's Information, Tickets and Travel provides booking services that secure exclusive military discounts for travel, concerts,

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Term	Definition
	sporting events and entertainment at installations worldwide. American Forces Travel℠, a full-service online travel booking system, provides a digital alternative for patrons who may not be near an ITT location. Visit these branch office websites for up-to-date information. Also known as ITT. • Army Leisure Travel Office • Marine Corps Information, Tickets & Tours • Navy Tickets and Travel • Air Force Information, Tickets & Travel
limited-service lodging	Lodging accommodations offered by the United States Navy that support unit or installation mission requirements, long-term deployment or unique conditions, such as Navy Getaway Inns and Suites, and Navy Inns, Navy Getaway RV parks, campgrounds and vacation rentals.
Marine Corps Community Services	Marine Corps Community Services is a comprehensive suite of programs that actively support and enhance the operational readiness, warfighting capabilities and overall quality of life for Marines and their families. Through dynamic programming, Marine Corps Community Services provides hands-on career transition and education assistance, robust fitness and recreation initiatives, targeted deployment support and proactive family team-building. Additionally, the organization administers vital prevention programs and victim advocacy services to strengthen the resilience of the entire Marine Corps community. Also known as MCCS.
Marine Corps Exchange	Marine Corps Community Services operates the Marine Corps Exchange, delivering tax-free goods and services to Marines and their families through department stores, convenience stores, gas stations, restaurants, and military clothing outlets on installations and online at mymcx.com. Because Marine Corps Exchange exempts most purchases from federal, state and local

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	sales taxes, shoppers secure significant, direct savings while their purchases reinvest directly into critical Marine Corps quality of life programs. Also known as MCX.
military exchange	Operating as a retail network, the four military exchange systems, the Army and Air Force Exchange Service, Navy Exchange Service Command, Marine Corps Exchange and Coast Guard Exchange, run discount retail department stores that deliver exclusive savings to military communities worldwide. Authorized patrons shopping at these exchanges secure significant financial benefits because the government exempts most purchases from federal, state and local sales taxes.
Morale, Welfare and Recreation	Morale, Welfare, and Recreation programs deliver vital quality of life services that directly support force readiness and family resilience for warfighters and authorized patrons. Though offerings vary by installation, these programs enhance overall health and well-being through fitness centers, outdoor recreation, libraries, bowling centers and off-installation recreational activities. By participating in these diverse programs, service members build the physical and mental stamina necessary to sustain the warfighter ethos. Follow these style rules when writing about MWR: • Use MWR because it is acceptable in all references in content and social media for service members, family members and DOW messaging for these audiences. • Spell out morale, welfare and recreation in content for Congress, the public and non-War Department service providers. When used infrequently, spell out morale, welfare and recreation. Do not use capital letters when writing morale, welfare and recreation unless referring to a specific formal program (e.g., Army Morale, Welfare and Recreation).

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MWR funding categories	MWR's three funding categories include the following programs: • Category A — Mission-sustaining • Category B — Community support Category C — Revenue-generating
MWR program names per service	• Army Family and MWR • Marine Corps Community Services • Navy MWR • Air Force Services (includes Space Force) • Coast Guard Morale, Well-Being and Recreation
Navy Exchange	The Navy Exchange Service Command operates the Navy Exchange, delivering tax-free goods and services to sailors and their families through department stores, convenience stores, gas stations, restaurants and military clothing outlets on Navy installations, ships and online at mynavyexchange.com. By shopping at the Navy Exchange, authorized patrons secure significant, direct savings because the government exempts most purchases from federal, state and local sales taxes. Also known as NEX.
Navy Fleet and Family Readiness Programs	The Navy Fleet and Family Readiness Programs, under Morale, Welfare and Recreation, provide a wide range of support services designed to enhance the quality of life for service members and their families. Through physical fitness centers, youth programs, leisure travel and community events, these initiatives directly bolster mission readiness and personal development. While tailored for Navy personnel, Coast Guard members can also access many of these facilities and services, including discounted tickets, recreational equipment rentals and family support systems, by visiting ffr.cnic.navy.mil/.
Recreational Lodging	Recreational Lodging offers additional affordable lodging options provided by MWR for service members and their families at various destinations worldwide.

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Term	Definition
	• Armed Forces Recreation Center resorts • Marine Corps Recreational Lodging • Navy Lodge • Air Force Inns • Coast Guard Lodging • Department of Defense Lodging • Recreational Facilities Locator
temporary duty lodging	TDY lodging accommodates government travelers on official travel orders. Note: The Marine Corps refers to temporary duty as "temporary additional duty." For consistency, we typically use TDY. Review the Temporary Lodging Expenses FAQs for more information. Also known as TDY.
Youth Programs	MWR Youth Programs deliver high-quality, age-appropriate activities and services to support service member dependents between the ages of 5 and 18. By offering structured recreational, educational and social opportunities, these programs help military youth build resilience, develop new skills and connect with peers within the military community. Also known as YP.

Official Resources

War Department policy

- DOD Instruction 1000.15, "Procedures and Support for Non-Federal Entities Authorized to Operate on DoD Installations," Oct. 24, 2008
- DODI 1015.09, "Professional U.S. Scouting Organization Operations at U.S. Military Installations Overseas," Incorporating Change 1, Sept. 7, 2016
- DODI 1015.10, "Military Morale, Welfare, and Recreation Programs," July 6, 2009, Incorporating Change 1, May 6, 2011

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- DODI 1015.15, "Establishment, Management, and Control of Nonappropriated Fund Instrumentalities and Financial Management of Supporting Resources," Oct. 31, 2007, Incorporating Change 1, March 20, 2008
- DODI 1015.08, "DoD Civilian Employee Morale, Welfare, and Recreation (MWR) Activities and Supporting Nonappropriated Fund Instrumentalities (NAFI)," Dec. 23, 2005
- DODI 1330.04, "Military Services Participation in National and International Sports Activities," July 20, 2022
- DODI 1015.11, "DoD Lodging Policy," Jan. 23, 2023
- DODI 1330.09, "Armed Services Exchange Policy," Dec. 7, 2005

Military OneSource websites

- Recreational Facilities Locator
- Military OneSource Service Providers & Leaders

MWR patron websites

- Army and Air Force Exchange
- Navy Exchange
- Coast Guard Exchange
- Defense Commissary Agency
- Army MWR
- Marine Corps Community Services
- Navy MWR
- Air Force MWR
- Coast Guard MWR
- American Forces Travel℠
- Armed Forces Recreation Center

MWR-related apps

- Commissary Click2GO®

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  - Google
  - Apple

- My Exchange
  - Google
  - Apple

- My Exchange Food
  - Google
  - Apple

- MILITARY STAR® Mobile
  - Google
  - Apple