



REPLY TO
ATTENTION OF

DEPARTMENT OF THE ARMY
UNITED STATES ARMY GARRISON WIESBADEN
UNIT 29623
APO AE 09005-9623

1 OCT '10

IMEU-WSB-ZA

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: US Army Garrison Wiesbaden Command Policy Letter 48, Internal Unit Fundraising by Units and Family Readiness Groups for Informal Funds

1. References:

- a. Army Regulation 600-29, Fund-Raising Within the Department of the Army, 7 June 2010.
- b. DOD 5500.7-R, Joint Ethics Regulations, 2 July 2010.

2. Purpose. Establish an internal fundraising (IF) policy for units and family readiness groups (FRG's) who want to hold occasional internal fundraising in compliance with AR 600-20 and AR 600-29.

3. Applicability. This policy applies to all units under the control of USAG, Wiesbaden.

4. Policy.

a. A change in AR 600-29 effective 7 July 2010 requires all fundraising activities to have a legal review and approval by the garrison commander (GC). This includes fundraising for informal unit funds, such as cup and flower funds and FRGs fundraising internally at the unit. Prior to this change the unit commander could approve fundraising for the unit's informal fund (IF) such as the cup and flower fund. The unit commander could also approve FRGs IF fundraising if held in the unit area.

b. This is a substantial change and it expands the GC's control over unit IF fundraising, which has traditionally been controlled by the unit commander, and will create an exponential growth in requests submitted to the GC. Therefore, the GC is issuing this policy as a means for the unit commanders and FRGs to get a one time approval for all internal unit IF fundraising and FRG fundraising.

c. In order to gain approval, the unit commander must submit a memorandum thru their chain of command to the GC acknowledging that all fundraisers will adhere to the requirements and restrictions set forth in this policy and with the JER and AR 600-20. The memorandum will state that each fundraiser conducted by the unit will have the following:

- (1) Unit commander approval.

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(2) Be strictly voluntary.

(3) Subordinates will not be solicited.

(4) Fundraising will occur outside normal duty day or during lunch so long as the fundraising does not interfere with mission.

(5) The location of the designated common area where all unit fundraising events will occur (any fundraising outside this designated area will require GC approval).

(6) The fundraising will occur in the unit's designated common area and will only be among its members for the benefit of its members.

d. The same requirements apply to the unit FRGs, which must also submit a memorandum to the GC and can only fundraise in the designated unit area once approval is given. Any fundraising outside the designated area will need GC approval for each event.

5. Exclusion to Policy. This policy does not apply or change the fundraising requirements for FRGs fundraising outside the unit and private organizations (POs). These groups must still follow the requirement set out in AR 210-22 and AER 210-22. Both are still required to obtain the garrison commander's approval prior to fundraising.

6. Point of contact for this memorandum is Mrs. Ilona Borzutzky, FMWR Financial Specialist, at 335-5283.



JEFFREY W. DILL
COL, IN
Commanding

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