

INFORMATION PAPER

SUBJECT: Official and Private Organization Fundraising

1. **Purpose.** To provide information on proper management of fundraising on Fort Belvoir.

2. **Facts.**

a. Official fundraising. DoD employees may not officially endorse or appear to endorse fundraising for any non-Federal entity except for the following organizations: the Combined Federal Campaign; Army Emergency Relief; Emergency and disaster appeals approved by OPM; the Navy-Marine Corps Relief Society; the Air Force Assistance Fund; and other organizations composed primarily of DoD employees or their dependents when fundraising among their own members for the benefit of welfare funds for their own members or their dependents (private organizations). **Joint Ethics Regulation (JER), DoDD 5500.7-R, para. 3-210.** Family Readiness Groups (FRGs) are a unit commander's program formed in accordance with AR 600-20. FRGs are not a morale, welfare, and recreation program; a NAFI: a private organization; or a nonprofit organization. **AR 608-1, Appendix J-1a.** FRGs are official DoD organizations for the purposes of fundraising. **AR 608-1, Appendix J-7d.** All official fundraising must be conducted in accordance with AR 600-29 (Fund-Raising Within the Department of the Army).

b. Private organization fundraising. Scout units, school groups, military/veteran affiliated groups, and similar organizations are private organizations and fundraising conducted by them is conducted in their private capacities.

(1) The Army cannot officially support or endorse fundraising off of installations or outside of the Army community. Soldiers and their families must be careful to avoid implying that the Army officially supports or endorses external fundraising. **JER, para. 3-209.**

(2) The Garrison Commander may authorize fundraising activities on the installation that occur outside the federal workplace, such as in public entrances, in community support facilities, and in personal quarters. No on-the-job fundraising is allowed. **JER, para. 3-300a.**

c. Commercial solicitations. Commercial solicitations are covered by AR 210-7 (Commercial Solicitations On Army Installations) and FB Supplement 1 to AR 210-7.

3. Approval Process.

a. The Directorate of Morale, Welfare and Recreation (703-805-2532) must be contacted to ensure the organization is authorized to fundraise, to set up the fundraiser, and to obtain a letter authorizing the event.

b. The Public Affairs Office (703-805-5001) should be contacted for publication of the event through official channels such as e-mail, briefings, and the *Belvoir Eagle* to encourage soldiers and their families to volunteer for FRG activities. **JER, para. 3-208.**

c. When FRGs have on-post events, such as car washes or bake sales, which are designed to raise funds among members of the Army community, the Garrison Commander may authorize official support, and encourage soldiers and their families to support the event. **JER, para. 3-210a.(6).**

d. The Garrison Commander after consultation with the Staff Judge Advocate may authorize the release of soldiers to support the event, and Army equipment may be used so long as it does not interfere with mission requirements. **JER, para. 3-211.**

Mr. Jason B. Smith/ (703) 805-5013
Approved by LTC Reid, SJA