



DEPARTMENT OF THE ARMY
U.S. ARMY AVIATION CENTER OF EXCELLENCE
OFFICE OF THE STAFF JUDGE ADVOCATE
BUILDING 5700, NOVOSEL STREET
FORT RUCKER, AL 36362-5105

ATZQ-SJA-AL

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EVERYTHING YOU WANTED TO KNOW ABOUT FAMILY READINESS GROUP FUNDS, BUT WERE AFRAID TO ASK OR FRG LEGAL DOS AND DON'TS

1. Appropriated Fund Support

a. Units can provide official, appropriated funds to FRGs for mission essential activities, such as:

- FRG member meetings.
- FRG Staff and Committee meetings.
- Publication and distribution of FRG official newsletters.
- Maintenance of updated Family rosters and Family readiness information.
- Establishing FRG telephone trees and email distribution lists.
- Educational briefings of FRG Members.

b. Appropriated fund support can include:

- Office space.
- Computer and office equipment.
- Paper, printing supplies and postage for mailed newsletters.
- Email distribution of electronic newsletters.
- Use of Government vehicles for official FRG business.
- Reimbursement of child care cost for volunteers supporting mission essential activities.

2. FRG Volunteers

a. AR 608-1, Appendix J-4 – “The Soldier and Family Readiness System relies heavily on the support of a professional volunteer cadre.” AR 608-1, Appendix J-4.

b. Unit Commanders may staff FRG with volunteers to augment appropriated fund (APF) support.

c. Commanders may fund reimbursement of some “incidental expenses” with APF. Examples of reimbursable incidental expenses may include necessary and reasonable:

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- Training.
- Travel for training.
- Parking fees.
- Long distance phone calls for FRG business.
- Child care expenses.

d. The Commander cannot reimburse for costs related to social or fundraising events.

3. FRG Informal Funds

a. What are they? Money derived from gifts and donations to the FRG, and from FRG fundraising activities.

b. Informal Fund Rules:

- Must be kept separate from the Appropriated Funds received from the unit.
- Cannot exceed \$10,000.00 in total net assets.
- The FRG Informal Fund must have a written Standard Operating Procedure (SOP).
- The SOP describes how the Informal Fund accepts funds, and how the funds are managed, and used.

c. FRG Informal Funds can be used for:

- FRG newsletter containing mostly unofficial information.
- FRG parties.
- Social outings.
- FRG volunteer recognition not paid for with Appropriated Funds.
- FRG picnics.

d. FRG Informal Funds **cannot** be used for:

- Augmenting other unit informal funds.
- Augmenting items or services that should be paid with Appropriated Funds.
- Purchasing traditional Soldier farewell gifts not directly related to family readiness.
- Funding the unit ball.

4. Fundraising

- Authorized for FRG Informal Funds only.

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- There is no authority to raise funds to support mission essential activities.
- It must be "For Us/By Us" internal fundraising only. An FRG may fundraise from its own community members or dependents and from all persons benefitting from the FRG.
- "All persons benefitting from the FRG" language is open to interpretation. Garrison or Installation Commander will determine the scope of that phrase.
- FRGs ***are not*** permitted to engage in fundraising off the installation.
- Soldiers may participate in fundraising, but must do so in an unofficial capacity.
 - Be in either a leave or pass status.
 - Must not fundraise for the FRG while in uniform.
- Members may receive money for providing service hours to another organization, and donate those funds to the FRG informal fund.
- Must be consistent with FRG Informal Fund Standard Operating Procedures.
- All FRG fundraising requests require:
 - An application submitted to the Directorate of Family, Morale, Welfare, and Recreation.
 - A legal review.
 - Garrison Commander approval.

5. Gifts and Donations to FRGs

- Gifts or donations exceeding \$1,000.00 cannot be accepted by a Unit FRG. They are accepted by the Garrison Commander, and distributed equally among all FRGs as Supplemental Mission Funds.
- Unit commander may accept an unsolicited gift or donation of money or tangible personal property of a value of \$1,000.00 or less for its FRG informal fund after consultation with the unit ethics counselor.
- All gifts and donations to a Unit FRG of \$1,000.00 or less become part of the FRG's Informal Fund.

6. Questions

- FRG's should submit any questions to the unit Commander.
- If the unit Commander cannot answer the question, the Commander should contact the Office of the Staff Judge Advocate, Administrative and Civil Law Division, at Comm. 334-255-3308 or email at usarmy.rucker.avncoe.mbx.sja-adminlaw@mail.