



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

IMWB-ZA

MEMORANDUM FOR All Members of the United States Army Garrison (USAG)  
Wiesbaden Community

SUBJECT: USAG Wiesbaden Command Policy Letter #23, Internal Fundraising for  
Unit Informal Funds and Family Readiness Groups

1. References:

- a. Army Regulation 600-20, Army Command Policy.
- b. Army Regulation 600-29, Fund-Raising Within the Department of the Army.
- c. DOD 5500.7-R, Joint Ethics Regulations.

2. Purpose. Establish an Internal Fundraising (IF) policy for units and Family Readiness Groups (FRG) 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 within the USAG Wiesbaden area of responsibility.

4. Policy:

a. AR 600-29 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 FRG fund raising internally at the unit.

b. Unit commanders must submit a memorandum thru their chain of command to the GC requesting approval for the fund raising of informal unit funds. This memo will state that all fundraising activities will adhere to the requirements and restrictions of AR 600-20, AR 600-29 and DOD 5500.7-R. The memo will also state that each fundraiser conducted by the unit will have the following:

- (1) Approval by the unit commander.
- (2) Voluntary in nature.
- (3) Subordinates will not be solicited.

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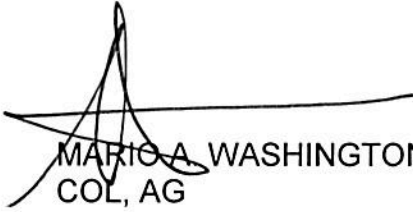
(4) Fundraising will occur outside normal duty day or during lunch and must not interfere with mission requirements.

(5) The location of the common area(s) where all unit fund raising events will occur.

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

5. Exclusion to Policy. This policy does not apply to or change fundraising requirements for FRG fundraising outside the unit. Nor does this policy apply to or change the fundraising requirements for private organizations. FRG fundraising outside the unit area and private organizations must still obtain GC approval and follow all other requirements set out in AR 210-22 and AER 210-22.

6. Point of contact for this memo is MWR Management Analyst, who may be reached at DSN: 548-9001; CIV: 0611-143-548-9001.



MARIA A. WASHINGTON  
COL, AG  
Commanding