



REPLY TO
ATTENTION OF

DEPARTMENT OF THE ARMY
US ARMY INSTALLATION MANAGEMENT COMMAND
HEADQUARTER, UNITED STATES ARMY GARRISON FORT HOOD
FORT HOOD, TEXAS 76544-50002

GARRISON POLICY
DFMWR - 02

IMHD-MWN

13 SEP 2012

MEMORANDUM FOR US Army Garrison Personnel

SUBJECT: US Army Garrison Donation Accountability Policy for the Directorate of Family and Morale, Welfare & Recreation (DFMWR)

1. REFERENCE: Army Regulation 215-1, paragraph 13-14e: Acceptance of Gifts or Donations, dated 31 Jul 07.
2. PURPOSE: To establish a policy pertaining to donation accountability.
3. APPLICABILITY: This policy applies to all donations received by DFMWR, with the exception of the Combined Federal Campaign.
4. POLICY: All donations made to the Installation are accepted by the Director or Deputy Director, DFMWR, as delegated by the local commander. Army Regulation 215-1, paragraph 13-14e, gives the approval authorities for donation amounts. Appointees will be responsible for making the determination as to which areas will receive the donation.
5. PROCEDURES:
 - a. I delegate my authority to the Director or Deputy Director, DFMWR, to accept donations for the Garrison Commander's authorized amount of up to \$50,000.
 - b. Each interested donor will be contacted and the regulatory restriction will be fully explained, i.e., no special privileges or concessions in return for gifts voluntarily offered, all ownership rights are relinquished.
 - c. Cash donations to all activities will be managed by DFMWR-Financial Management Branch (FMB). These donations will be maintained in GLAC 267 and all expenses will be identified and validated on a monthly basis by DFMWR's Financial Management Branch (Ms. Evelyn Gregory, 287-2060).
6. PROPONENT: Directorate of Family and Morale, Welfare and Recreation.
7. EXPIRATION: This policy memorandum supersedes previous policies issued by the Garrison Commander and will remain in effect until superseded or rescinded.


MATTHEW G. ELLEDGE
COL, IN
Commanding