



REPLY TO  
ATTENTION OF

DEPARTMENT OF THE ARMY  
US ARMY INSTALLATION MANAGEMENT COMMAND  
HEADQUARTERS, UNITED STATES ARMY GARRISON, FORT HOOD  
FORT HOOD, TEXAS 76544-5002

**GARRISON POLICY**  
**DFMWR - 02**

IMHD-MWN

JUL 20 2017

MEMORANDUM FOR US Army Garrison Personnel

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

1. Reference. Army regulation 215-1, paragraph 13-14e: Acceptance of Gifts or Donations, dated 24 Sept 10.
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 the DFMWR Financial Management Branch. These donations will be maintained in GLAC 269 and all expenses will be identified and validated on a monthly basis by DFMWR's Financial Management Branch Manager, Ms. Kathleen Ward, who can be reached at (254) 287-2060.
6. Proponent. Directorate of Family and Morale, Welfare and Recreation is the proponent of this policy. The point of contact for this memorandum is Ms. Stacye Downing, Chief, Nonappropriated Funds Support Services, Directorate of Family and Morale, Welfare and Recreation, at (254) 287-8106.

IMHD-MWN

SUBJECT: Installation Fund Raising Policy

7. Expiration. This policy memorandum supersedes previous policies issued by the Garrison Commander and will remain in effect until superseded or rescinded.

A handwritten signature in black ink, appearing to read 'HCPJ', is positioned above the typed name.

HENRY C. PERRY JR.  
COL, AV  
Commanding