



DEPARTMENT OF THE ARMY  
UNITED STATES ARMY GARRISON WIESBADEN  
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AMIM-WBG-ZA

19 February 2026

MEMORANDUM FOR All Organizations Conducting Fundraising Activities within the United States Army Garrison (USAG) Wiesbaden Area of Responsibility

SUBJECT: On-Post Private Organization Fundraising and Other Fundraising Activities

1. References:

- a. Department of Defense Directive (DoDD) 5500.7, Ethics and Standards of Conduct, 15 May 2024.
- b. Joint Ethics Regulation (JER), 15 May 2024.
- c. Department of Defense Instruction (DoDI) 1000.15, Procedures and Support for Non-Federal Entities Authorized to Operate on DoD Installations, 24 October 2008.
- d. Army Regulation (AR) 1-10, Fundraising within the Department of the Army, 22 December 2025.
- e. AR 210-22, Support for Non-Federal Entities Authorized to Operate on Department of the Army Installations, 12 May 2022.
- f. AR 215-1, Morale, Welfare, and Recreation Activities and Nonappropriated Fund Instrumentalities, 24 September 2010.
- g. AR 600-20, Army Command Policy, 6 February 2025.
- h. Army Europe and Africa Regulation (AEA Reg) 210-22, Private Organizations and Fundraising Policy, 4 April 2022.

2. Purpose: To establish procedures for fundraising on U.S. Forces installations within USAG Wiesbaden.

3. Scope: This policy is applicable to fundraising activities conducted within the USAG Wiesbaden area of responsibility. It is the responsibility of every Private Organization (PO), unit, or Soldier Family Readiness Group (SFRG) within the USAG Wiesbaden area to adhere to all applicable regulations, host nation laws, and to follow the applicable provisions of the policy.

4. Approval Authority:

a. POs must have written approval from the Garrison Commander prior to engaging in any fundraising activity. This approval authority is delegated to the Nonappropriated Funds (NAF) Support Chief. A legal review is required before any request to conduct a fundraising activity is approved.

b. Battalion-level Commanders or their equivalent may approve Soldier and Family Readiness Groups (SFRGs) internal fundraising (i.e. participation restricted to members of the SFRG), after consultation with the local ethics counselor.

c. Fundraising internal to a unit amongst its own members for an informal fund established IAW AR 1-10, may be authorized locally.

d. Other limited fundraising activities within the USAG Wiesbaden area of responsibility for units and SFRGs will be submitted to the Garrison Commander for approval in the same manner as PO fundraising.

5. Procedures:

a. Requests to conduct fundraisers within USAG Wiesbaden requiring Garrison Commander approval will be submitted to the NAF Support Chief through the Private Organizations (PO) Liaison at [usarmy.wiesbaden.ideurope.mbx.private-org@army.mil](mailto:usarmy.wiesbaden.ideurope.mbx.private-org@army.mil) and will include a completed USAG Wiesbaden Fundraiser Application. The application must include a detailed listing of dates, times, PO designation, scope, and purpose of the fundraiser. Also included must be the Names, phone number(s) and addresses of the primary Point of Contact (POC) and persons responsible for the fundraising event. Unit Commanders must endorse SFRG fundraisers.

b. Requests for fund raisers should be made at least 30 days prior to the event. Requests received less than 30 days prior to the event may be denied due to insufficient processing time.

c. It is the responsibility of the PO to ensure that their authorization to operate within USAG Wiesbaden is current. Only POs with a valid authorization may conduct fundraisers and only on installations where approval was granted.

d. POs will ensure liability insurance covering their PO activities is in force prior to conducting fundraising or other authorized activities. Neither the United States Government, the Department of the Army nor USAG Wiesbaden will be liable for actions performed by the POs.

- e. While conducting the fundraiser, POs must comply with the requirements and restrictions outlined in the DoD Directive 5500.07, JER Section 4, AR 1-10, AR 210-22, AEA 210-22, and with all local fundraising policies implemented by the Garrison Commander.
- f. While conducting fundraising activities on U.S. Forces installations in Europe, POs must post a copy of the written approval at every fundraising site.
- g. POs must post a disclaimer on all promotional items clearly stating that the Department of the Army (DA) does not endorse their organization.
- h. POs may not engage in any practice that involves compulsion, coercion, or other activities that are contrary to voluntary participation or giving.
- i. POs may only accept donations from individuals who have status under the Status of Forces Agreement (SOFA) or persons authorized individual logistics support under AEA Regulation 600-700.
- j. POs may conduct fundraising activities only at designated locations on the installations. Fundraising activities are restricted to designated locations on U.S. Forces installations and may not take place in the Federal workplace. The Federal workplace includes areas in the immediate vicinity of Federal employees performing official duties.
- k. POs may not use Government information systems (e.g., computer systems, email, etc.) to support their fundraising activities.
- l. When the fundraising event includes food sales, POs are required to submit their proposed menu at least 30 days in advance of the event to Family and MWR and AAFES. Family and MWR and AAFES will conduct a review of all menus to ensure there are no conflicts and no direct competition between POs and Family and MWR/AAFES food sales.
- m. For any fundraising event that includes food, a valid food handler's certificate must be submitted with the request, covering at least one event supervisor.
- n. POs may occasionally fundraise, upon request, IAW AR 1-10, Chapter 2, paragraph 1b(4). Occasional has been defined as two fundraiser requests submitted each quarter, or a total of eight fundraiser requests submitted in one fiscal year. Requests that cover a continuous period of time will be seen as one event. Requests that include multiple dates/locations and all with the same fundraiser concept, will be considered as one event.

AMIM-WBW-S

SUBJECT: On-Post Private Organization Fundraising and Other Fundraising Activities

o. The following exceptions apply to organizations formed and operated in conjunction with the Department of Defense Education Activity (DoDEA) that are under the administrative supervision of a school faculty or staff member:

(1) On-Campus Fundraising: They may conduct an unlimited number of fundraising events on school grounds or during school activities, provided they have the school principal's approval. The principal is responsible for ensuring the funds raised are properly controlled and used for their stated purpose.

(2) Off-Campus Fundraising: These organizations, and the clubs they directly supervise, are each authorized an additional five fundraiser requests per club, per fiscal year, for events held outside of school grounds.

p. In addition to the standard allowance, Scouting Organizations may hold five extra fundraisers annually, per troop.

q. Failure to comply with this memorandum will result in revocation of approval to operate within USAG Wiesbaden.

6. Point of contact for this memorandum is Ms. Rachel Bianculli at DSN: 548-9124 or email: rachel.j.bianculli.naf@army.mil.



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