

Department of the Army
Headquarters, US Army Garrison
462 Hamilton Road, Suite 120
Fort Sill, Oklahoma 73503
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Fort Sill Regulation 28-6

Directorate of Family and Morale, Welfare and Recreation
COMMUNITY COOPERATIVE PROGRAM

Summary. The Community Cooperative Program (Co-Op) provides an opportunity for Servicemembers and the Fort Sill Community to maintain and improve their bond, and conduct community service projects. Community service and other planned events provide valuable contributions to the Fort Sill Community as well as valuable support to the Servicemembers and their Families stationed at Fort Sill. Previously, this program created partnerships between specific units and specific community partners without Directorate of Family, Morale, Welfare and Recreation (DFMWR) coordination and tracking. This regulation allows for units and community members to work together after coordination between DFMWR. It also allows for units to work with non-Lawton-Fort Sill Chamber of Commerce Co-Op members seeking support from and to units and individual Servicemembers.

Applicability. This publication applies to all military personnel assigned or attached to Fort Sill.

Supplementation. Supplementation of this publication is prohibited without prior approval from the DFMWR, 4700 Mow Way Road, Suite 100, Fort Sill, OK 73503 and the Commander US Army Garrison, Fort Sill.

Suggested Improvements. The proponent of this regulation is the DFMWR. Users are invited to send comments and suggested improvements on DA form 2028 (Recommended Changes to Publications and Blank Forms) directly to DFMWR.

Distribution. This regulation is distributed solely through the Directorate of Human Resources, Administration Services Division Homepage at:
<http://sill-www.FS.army.mil/USAG/publications.html>.

Chapter 1 Introduction

1-1. Purpose. To prescribe Fort Sill's policy for participating in the Co-Op.

1-2. References. Required and related publications; and, prescribed and referenced forms are listed in appendix A.

1-3. Explanation of Abbreviations and Terms. Abbreviations and terms used in this regulation are explained in the glossary.

1-4. Records Management. Records created as a result of processes described by this regulation must be identified, maintained, and disposed of according to AR 25-400-2, The Army Records Information Management System (ARIMS) and DA Pam 2-403, Guide to Recordkeeping in the Army. Record titles and descriptions are available on the Army Records Information Management System website (<https://www.arims.army.mil>).

Chapter 2 Membership

2-1. As a non federal entity (NFE), the local chambers of commerce determine eligibility criteria and applicable fees for those community members who are interested in participating in the local chamber of commerce Co-Op programs. Chambers of Commerce will also make all interested participants aware that they can coordinate directly with DFMWR at no cost and without official Chamber of Commerce Co-Op membership. DFMWR will give all requests, whether through a Chamber of Commerce Co-Op or independent, equal consideration. DFMWR will provide the Chambers of Commerce and the Fort Sill Community with information about Servicemembers who are interested in participating in Co-Op activities such as community service projects conducted on a volunteer basis outside of the duty day. This will allow DFMWR to track all Servicemember and unit volunteer activities.

2-2. Partnerships between specific community members and military units have benefitted both Military units and community members. Partnerships are permitted subject to the following limitations:

a. Partnership preferences will be given consideration by DFMWR when allocating donations and offers of sponsorship and when reviewing requests for support.

b. Partnerships cannot be publicized by community members or used in any way to imply endorsement by the Department of the Army.

c. Partnerships must still route all activities and requests through DFMWR in accordance with this regulation and the Joint Ethics Regulation.

Chapter 3 Co-Op Sponsored Events and Projects

3-1. Joint Military volunteer and civilian events and projects, called Community Relations Programs (CRPs), include all activities that are planned and executed by volunteers from any Army component to achieve and maintain good relations with the community with which those volunteers interact.

3-2. Authority. AR 360-1, Chapter 8.

3-3. Restrictions.

a. Participation in a CRP by a Servicemember must be voluntary and cannot be completed in uniform, while on-duty, or in lieu of mandatory duty to include extra-duty. To participate, Servicemembers must be in a leave or pass status.

b. Units and Servicemembers may not solicit support from community participants or other NFEs. Any requests for support must be coordinated through DFMWR. This specifically includes inviting community and/or Co-Op members to attend events.

c. A CRP must not interfere with the organization's mission.

d. A CRP must not conflict with private enterprise or compete with the civilian labor force. Thus, a request for Servicemembers to provide labor to commercial entities is not an appropriate CRP.

e. A CRP must not selectively benefit a private individual, group, or corporation (for profit or nonprofit).

f. A Community Co-Op member or other community person or group working to organize a CRP may request that a specific unit be first offered the opportunity to participate. If that unit cannot sufficiently support the request, the offer will then be made to the wider Fort Sill military community.

3-4. Commanders and directors are allowed to provide incidental support to a CRP within the guidelines of the Joint Ethics Regulation and after legal review by the Office of the Staff Judge Advocate, Administrative Law Division. Incidental support is support that adds minimal improvement to the perceived quality, audience draw, or other aspect of the event or activity. Military personnel are prohibited from providing services that would compete with services and material commercially available in the civilian domain. These include but are not limited to: communication equipment, transportation, bleachers, tents, audio/visual/public address equipment, ambulances, food handling equipment, and construction equipment.

Chapter 4
Funding

4-1. Chambers of Commerce Co-Op programs derive their budgets from funds allocated by the Chambers of Commerce Board of Directors. Chambers of Commerce Co-Op Executive Committees ensure programmed expenditures are expensed in accordance with their approved operating budget. Neither appropriate funds (APFs) nor non-appropriated funds (NAFs) will be used to support Chambers of Commerce Co-Op events.

4-2. Any NFE that would like to make a donation or offer support to the military will coordinate through DFMWR.

Chapter 5

Coordinating Instructions

5-1. Co-Op Executive Committee.

a. The Chambers of Commerce Co-Op Executive Committees are comprised of personnel designated by the Chambers of Commerce. Chambers of Commerce appoint program coordinators who are responsible for the day-to-day management of their Co-Op programs.

b. The Garrison Commander, Garrison Command Sergeant Major, and Director of Family and Morale, Welfare and Recreation may serve as liaisons and advisors to the Executive Committees in accordance with Paragraph 3-201 of the Joint Ethics Regulation. Fort Sill personnel are prohibited from involvement in matters of management or control of the Chambers of Commerce Co-Op programs. They serve in a purely advisory capacity.

c. Liaisons will be responsible for advising the Chambers of Commerce Executive Committees on any matters that DoD may have an interest in, and providing information to the Committees as needed.

Chapter 6

Events

6-1. Additional Chambers of Commerce and/or Co-op Events. The Chambers of Commerce Co-Ops sponsor other community events that have opportunities for both attendance and service for Fort Sill Servicemembers. Neither APFs nor NAFs may be used for these events. Coordination through DFMWR can assist with appropriate limited logistical support to include post-advertising and requests for volunteers.

6-2. The Co-Op Sponsorship Month. This is an open-ended event which is planned by the DFMWR. It is designed to provide the civilian Chambers of Commerce Co-Op members with an idea of what the military unit missions are. This event will be open to the general public and comply with AR 360-1 paragraph 8-5.

6-3. The Co-Op Intramural Program. The Chambers of Commerce may choose to run a Co-Op Intramural program which is open to Community Co-Op members and members of the Fort Sill Military Community. The Chambers of Commerce determine which sports will be part of the program, the venue, and all logistical requirements.

6-4. DFMWR Events. On occasion Fort Sill hosts DFMWR events that are open to the entire military community if approved by the Garrison Commander. These events are generally of a traditional, historical, or military nature. These events are not, and never should be referred to as Co-Op events. In accordance with paragraph 5-13d of AR 215-1, when approved, local dignitaries from the local community may be invited to the DFMWR event to promote good community relations. Those Co-Op members who qualify as local dignitaries could be invited to attend these events. Chamber of Commerce Co-Op member status, in and of itself, is not sufficient rationale to justify invitation to these Fort Sill events.

Chapter 7

Military Co-Op Participation

7-1. Any Servicemember or Unit wishing to participate in events offered by a Chamber of Commerce Co-Op member or other NFE may request selection for such participation through DFMWR. Units that have previously been partnered with a specific community partner may continue to participate in events with that community member after coordination of any events or support through DFMWR.

7-2. Restrictions.

a. Units may not provide Servicemembers as free labor to commercial entities, NFEs, or any Co-Op members.

b. All participation by Servicemember must be strictly voluntary. If a unit seeks to offer volunteer support to a Chamber of Commerce Co-Op member and insufficient unit members volunteer, the unit must report that short-fall to DFMWR who will then open that request to the Fort Sill Military Community for greater volunteer support. This allows support of the community and greater cross-unit cooperation.

c. Units may not solicit support from commercial entities, NFEs, or any Chamber of Commerce Co-Op member. This support includes actual funding of unit events and support through providing discounts, merchandise, labor, food or beverages, or any other support. If a Chamber of Commerce Co-Op member or other community member offers to provide support, DFMWR can offer it to units that have a need. Additionally, if DFMWR is aware of needs from units, DFMWR can provide information regarding that specific support needed to Chamber of Commerce Co-Op and the Fort Sill Community members offering to provide support generally.

**Appendix A
References**

**Section I
Required Publications**

AR 360-1, The Army Public Affairs Program

AR 215-1, Military Morale, Welfare, and Recreation Programs and Nonappropriated Fund Instrumentalities

DoD Directive 5500.7-R, Joint Ethics Regulation

**Section II
Related Publications**

This section contains no entries.

**Section III
Prescribed Forms**

DFMWR Non-Federal Entity Request for Support from Fort Sill Form

DFMWR Fort Sill Military Units and Organizations Request for Support from Non-Federal Entity

**Section IV
Referenced Forms**

DA Form 2028, Recommended Changes to Publications and Blank Forms

Glossary

Section I – Abbreviations

DFMWR

Director, Family and Morale, Welfare, and Recreation

Co-Op

Community Cooperative Program

CRP

Community Relations Program

APFs

Appropriate Funds

NAFs

Non-Appropriated Funds

Section II

Terms

This section contains no entries

Section III

Special Abbreviations and Terms

This section contains no entries

IMSI-MW



GLENN A. WATERS
Colonel, FA
Garrison Commander

JAMES A. MILLER
Director of Human
Resources

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