



UNITED STATES MARINE CORPS  
MARINE FORCES RESERVE  
4400 DAUPHINE STREET  
NEW ORLEANS, LOUISIANA 70146-5400

IN REPLY TO:

1001

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18 OCT 2010

FORCE POLICY LETTER 07-10

From: Commander, Marine Forces Reserve  
To: Distribution List

Subj: SUPPORT TO YOUTH ORGANIZATIONS

Encl: (1) DOD 5500-7-R, Joint Ethics Regulations, Sec. 3-211.a.  
(2) COMMARFORRES Msg 20 Jul 10, Community Relations Support Eligibility Procedures and Community Outreach Funding Guidance

- Purpose. To establish Marine Forces Reserve (MARFORRES) policy regarding support to Marine youth organizations and other youth organizations, either through individual volunteer Marine activity or as a result of an organization's request for logistical support made to a MARFORRES command or reserve center.
- Applicability. This policy applies to all MARFORRES military and civilian personnel including non-appropriated fund employees.
- Background. The long-term association between MARFORRES and youth organizations has been beneficial to both the Marine Corps and the organizations. Individual Marine volunteers have provided mentoring and subject matter expertise on Marine Corps cultural matters and have set strong examples by promoting the mental, moral, and physical development of America's youth. These youth organizations have considerable regulations governing adult volunteers and their interaction with young members. In some instances, Marine volunteers were not provided with a clear explanation of these rules and regulations concerning their roles and responsibilities when providing support to youth organizations. A lack of knowledge regarding the scope of their roles and responsibilities can place Marine volunteers at risk of engaging in inappropriate conduct.
- Situation. Presently, many Marine youth organizations are concentrated in the greater New York City area and the northeastern United States. Some organizations such as Young Marines are nationwide and The Devil Pups Youth Program is based in California. Additional organizations such as the Boy Scouts, Girl Scouts, Civil Air Patrol, and 4-H have both regional and national scope.

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Subj: SUPPORT TO MARINE YOUTH ORGANIZATIONS

5. Policy

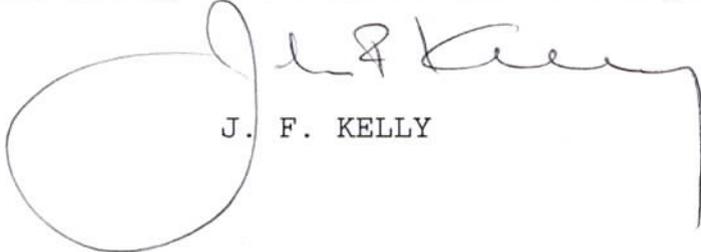
a. MARFORRES units are encouraged to support youth organizations to the maximum extent possible within the limits of available resources and to the extent that this participation does not interfere with assigned military missions. If a youth organization requests logistical support - such as the use of Marine Corps facilities or equipment and the services of Marines to make proper use of the equipment - commanders must ensure that the requirements listed in enclosure (1) are satisfied. If a youth organization requests Marine volunteers to participate in an event - commanding officers, OICs, and senior enlisted advisors must ensure that those Marine volunteers are fully aware of an organization's rules and regulations governing the interaction between adult leader, volunteers, and youth members. These rules and regulations should be obtained from the adult leader of the youth organization as part of any request for Marine personnel.

b. Units must also ensure that these events serve a legitimate public affairs interest and are appropriate for association with the Marine Corps. Enclosure (2) provides additional guidance for commanders to consider when determining eligibility criteria for participation. Commanders are strongly encouraged to contact the MARFORRES Public Affairs office before committing to official support.

c. Issues regarding the use and wear of Marine Corps uniforms or the distinctive parts of Marine Corps uniforms by youth organizations are under review by HQMC. Wear of the Marine Corps uniform by Marine volunteers must be in accordance with current Marine Corps uniform regulations and may be subject to approval by local commanders on a case by case basis until a Marine Corps policy is established.

6. Responsibilities. All Marine Forces Reserve military and civilian personnel including non-appropriated fund employees shall comply with this policy ensuring the continued successful relationship between the Marine Corps and youth organizations.

7. Effective Date. This policy is effective the date signed.

  
J. F. KELLY

Directives issued by this Headquarters are published and distributed electronically. Electronic versions of the Force directives can be found at: <http://www.mfr.usmc.mil/hq/g1/Adjutant/Default.asp>

3-211. Logistical Support of Non-Federal Entity Events

a. The head of a DoD Component command or organization may provide DoD employees in their official capacities to express DoD policies as speakers, panel members or other participants, or, on a limited basis, the use of DoD facilities and equipment (and the services of DoD employees necessary to make proper use of the equipment), as logistical support of an event sponsored by a non-Federal entity, except for fundraising and membership drive events, when the head of the DoD command or organization determines all of the following:

(1) The support does not interfere with the performance of official duties and would in no way detract from readiness;

(2) DoD community relations with the immediate community and/or other legitimate DoD public affairs or military training interests are served by the support;

(3) It is appropriate to associate DoD, including the concerned Military Department, with the event;

(4) The event is of interest and benefit to the local civilian community, the DoD Component command or organization providing the support, or any other part of DoD;

(5) The DoD Component command or organization is able and willing to provide the same support to comparable events that meet the criteria of this subsection and are sponsored by other similar non-Federal entities;

(6) The use is not restricted by other statutes (see 10 U.S.C. 2012 (reference (f)) which limits support that is not based on customary community relations or public affairs activities) or regulations; and

(7) No admission fee (beyond what will cover the reasonable costs of sponsoring the event) is charged for the event, no admission fee (beyond what will cover the reasonable costs of sponsoring the event) is charged for the portion of the event supported by DoD, or DoD support to the event is incidental to the entire event in accordance with public affairs guidance.

From: Braden Capt Nathan  
Sent: Tuesday, July 20, 2010 10:09  
Subject: COMMUNITY RELATIONS (COMREL) SUPPORT ELIGIBILITY PROCEDURES AND  
COMMUNITY OUTREACH FUNDING GUIDANCE

UNCLASSIFIED//  
FM COMMARFORRES//  
AL 13775

INFO COMMARFORRES CMD DECK/HQMC/PA//  
UNCLAS

MSGID/GENADMIN/COMMARFORRES//

SUBJ/COMMUNITY RELATIONS (COMREL) SUPPORT ELIGIBILITY PROCEDURES AND COMMUNITY  
OUTREACH FUNDING GUIDANCE//POC/BRADEN, NATHAN/CAPT/PAO/-/TEL: DSN 678-6539/COMM:  
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/TEL:DSN 678-8063/COMM:504-678-8063/EMAIL: [AZEMAR.KING@USMC.MIL](mailto:AZEMAR.KING@USMC.MIL)//REF A,  
SECNAVINST 5720.44B/REF B, DODD 5410.19/REF C, AMHS MESSAGE FISCAL YEAR 10 CLOSE-  
OUT INSTRUCTIONS, DTG 102114ZJUN10//

1. THE MISSION OF THE MFR PUBLIC AFFAIRS COMMUNITY RELATIONS PROGRAM IS TO FOSTER POSITIVE RELATIONSHIPS BETWEEN MARFORRES UNITS AND THEIR HOST COMMUNITIES. TO THIS END, LIMITED FUNDING IS AVAILABLE FROM THE MARFORRES PUBLIC AFFAIRS OFFICE TO SUPPORT THE COMMUNITY OUTREACH INITIATIVES OF MARFORRES UNITS. FUNDS AVAILABLE INCLUDE 1107 O&M, MCR (WHICH SUPPORTS TAD FOR AD/AR MARINES) AND 1108, RPMC (WHICH SUPPORTS ADOS).
2. MARFORRES UNIT COMMANDERS SHOULD MAKE EVERY EFFORT TO PROVIDE APPROPRIATE SUPPORT, WHENEVER LEGALLY AND OPERATIONALLY FEASIBLE, TO VETERANS AND OTHER ELIGIBLE COMMUNITY ORGANIZATIONS FOR CEREMONIES, PARADES AND OTHER PATRIOTIC EVENTS WITH MARINE CORPS GROUND AND AIR ASSETS IN ORDER TO SERVE AND ENHANCE THE MARINE CORPS' RELATIONSHIP WITH THE AMERICAN PUBLIC AND ASSIST IN MARINE CORPS RECRUITING AND RETENTION.
3. THE MOST COMMON TYPES OF COMMUNITY RELATIONS GROUND SUPPORT INCLUDE COLOR GUARDS, BAND PERFORMANCES, GUEST SPEAKERS AND STATIC DISPLAYS FOR ELIGIBLE COMMUNITY EVENTS. AVIATION SUPPORT USUALLY INVOLVES FLY-OVERS OR STATIC DISPLAYS AT AIR SHOWS.
4. EVENT SPONSORS WHO WISH TO REQUEST MARFORRES GROUND SUPPORT/ASSETS FOR A COMMUNITY RELATIONS ACTIVITY SHOULD SUBMIT THEIR REQUEST ON-LINE VIA THE HQMC COMMUNITY WEBSITE. ALL SUPPORT REQUESTS SENT VIA THE HQMC WEBSITE WILL BE EVALUATED FOR ELIGIBILITY BY THE HQMC COMMUNITY RELATIONS DIVISION OF PUBLIC AFFAIRS, PER THE REFERENCES. ELIGIBLE EVENT REQUESTS WILL BE FORWARDED TO THE MARINE FORCES RESERVE PUBLIC AFFAIRS OFFICE IN ORDER TO DETERMINE FEASIBILITY OF SUPPORT AND PROCESSING TO THE NEAREST MARFORRES UNIT. THE WEBSITE LOCATION TO REQUEST GROUND SUPPORT OF A COMMUNITY RELATIONS EVENT IS AT THE FOLLOWING URL:  
[HTTP://WWW.MARINES.MIL/COMMUNITY/PAGES/DEFAULT.ASPX](http://www.marines.mil/community/pages/default.aspx)
5. AVIATION REQUESTS CAN ONLY BE SUBMITTED ON-LINE. ALL AVIATION SUPPORT REQUESTS SENT VIA THE HQMC WEBSITE WILL BE EVALUATED FOR ELIGIBILITY BY THE HQMC COMMUNITY RELATIONS DIVISION OF PUBLIC AFFAIRS, PER THE REFERENCES. ELIGIBLE AVIATION EVENT REQUESTS WILL BE FORWARDED TO THE MARINE FORCES RESERVE PUBLIC AFFAIRS

Enclosure (2)

OFFICE IN ORDER TO COORDINATE WITH THE MARINE FORCES RESERVE G-3 AIR OFFICER TO DETERMINE FEASIBILITY OF SUPPORT AND STAFFING.

THE WEBSITE LOCATION TO REQUEST AVIATION SUPPORT OF A COMMUNITY RELATIONS EVENT IS AT THE FOLLOWING URL:

[HTTP://WWW.MARINES.MIL/COMMUNITY/PAGES/AVIATION.ASPX](http://www.marines.mil/community/pages/aviation.aspx)

6. THE COMREL SUPPORT ELIGIBILITY COVERS FOUR AREAS; PROGRAM, SPONSOR, SITE AND TYPE. TO BE ELIGIBLE FOR NAVY AND MARINE CORPS PARTICIPATION, THE EVENT MUST (IN EACH OF THE FOUR AREAS) MEET AT LEAST ONE OF THE CONDITIONS IN PARAGRAPH ONE AND NONE OF THE CONDITIONS IN PARAGRAPH TWO.

PROGRAM ELIGIBILITY.

1. THE NAVY AND MARINE CORPS MAY TAKE PART IN PROGRAMS THAT (ARE):
  - A. ORDERED BY PUBLIC LAW, EXECUTIVE ORDER OR THE SECRETARY OF DEFENSE.
  - B. OFFICIAL FEDERAL CEREMONIES AND FUNCTIONS
  - C. EVENTS OR OCCASIONS OF GENERAL INTEREST OR BENEFIT TO A LOCAL, REGIONAL OR NATIONAL COMMUNITY WHICH ARE OPEN TO THE GENERAL PUBLIC.
  - D. SUPPORT NAVY & MARINE CORPS RECRUITING PROGRAMS.
  - E. SUPPORT UNITED, FEDERATED OR JOINT FUND-RAISING CAMPAIGNS AS PER ARTICLES 0402C & 0512D.
  - F. PATRIOTIC IN NATURE FOR THE CELEBRATION OF AN OFFICIAL LOCAL, STATE, REGIONAL OR NATIONAL HOLIDAY.
2. THE NAVY AND MARINE CORPS MAY NOT TAKE PART IN PROGRAMS THAT ARE:
  - A. INTENDED OR APPEAR TO ENDORSE, SELECTIVELY BENEFIT, OR FAVOR ANY PRIVATE INDIVIDUAL, SPECIAL INTEREST GROUP, BUSINESS, RELIGION, IDEOLOGY, COMMERCIAL VENTURE, POLITICAL CANDIDATE OR ORGANIZATION.
  - B. COMMERCIALY SPONSORED AND INTENDED TO INCREASE SALES AND BUSINESS TRAFFIC (E.G., BEAUTY PAGEANT). SEE ARTICLE 0402.
  - C. FUND-RAISING EVENTS NOT DESCRIBED BY ITEMS 1E AND 1F.
  - D. APPARENTLY INTENDED TO PROVOKE CONTROVERSY OR PUBLIC CONFRONTATION.

SPONSOR ELIGIBILITY.

1. THE NAVY AND MARINE CORPS MAY TAKE PART IN PROGRAMS OR EVENTS SPONSORED BY:
  - A. LOCAL, STATE OR FEDERAL GOVERNMENTS.
  - B. VETERANS, MILITARY SERVICE RELATED, PATRIOTIC OR HISTORIC ORGANIZATION OR ITS AUXILIARY.
  - C. A CIVIC, SERVICE, YOUTH, PROFESSIONAL, EDUCATIONAL, LABOR, TRADE OR BUSINESS WHOSE INTERESTS ARE IN SUPPORT OF THE COMMUNITY.
  - D. ORGANIZATIONS WHOSE MEMBERSHIP IS BASED ON SEX OR NATIONAL ORIGIN ONLY WHEN THE PARTICULAR PROGRAM IS OF COMMUNITY WIDE INTEREST AND BENEFIT, NOT FOR THE PRIMARY BENEFIT OF THE ORGANIZATION.
  - E. A COMMERCIAL ENTITY WHEN SUPPORT REQUESTED IS PATRIOTIC, INCIDENTAL TO THE PRIMARY PROGRAM AND DOES NOT APPEAR TO BENEFIT THE SPONSOR'S COMMERCIAL ACTIVITY.
  - F. A PUBLIC SCHOOL, COLLEGE OR UNIVERSITY, NONPUBLIC SCHOOL, COLLEGE AND UNIVERSITY WHEN THE PROGRAM IS OF COMMUNITY-WIDE INTEREST AND BENEFIT. THE PROGRAM MUST BE FREE, OPEN TO ALL AND BROADLY PROMOTED AND MUST BE EDUCATIONAL, PATRIOTIC OR ONE FROM WHICH RECRUITING WILL BENEFIT.
2. THE NAVY AND MARINE CORPS MAY NOT TAKE PART IN PROGRAMS SPONSORED BY:

- A. AN ORGANIZATION THAT SPECIFICALLY EXCLUDES ANY PERSON FROM ITS MEMBERSHIP FOR REASONS OF RACE, CREED, COLOR OR NATIONAL ORIGIN, UNLESS THE PROGRAM CONFORMS TO ITEM 1D.
- B. A COMMERCIAL ENTERPRISE NOT IN CONFORMANCE WITH ITEM 1E OF THIS TABLE.
- C. A RELIGIOUS GROUP, EXCEPT FROM A SCHOOL SPECIFIED IN ITEM 1F; A SECT, PARTISAN POLITICAL ORGANIZATION OR IDEOLOGICAL MOVEMENT.
- D. AN ORGANIZATION WHOSE CONSTITUTION, BY-LAWS, MEMBERSHIP QUALIFICATIONS OR RITUAL IS NOT MADE PUBLIC (I.E., SECRET SOCIETIES).
- E. INDIVIDUAL OR CORPORATION WHOSE ROLE IN PROGRAM SPONSORSHIP IS COMMERCIAL AND NOT CLEARLY CIVIC.

SITE ELIGIBILITY.

- 1. THE NAVY AND MARINE CORPS MAY TAKE PART IN PROGRAMS AT SITES THAT ARE:
  - A. OPEN FREE OF CHARGE TO THE PUBLIC, WITH ADMISSION, SEATING AND OTHER FACILITIES AVAILABLE TO ALL WITHOUT REGARD TO RACE, RELIGION, COLOR, NATIONAL ORIGIN OR SEX. (SEE ALSO TYPE OF SUPPORT ELIGIBILITY).
  - B. ON A MILITARY BASE.
  - C. AT A LOCAL MUNICIPAL, STATE OR FEDERAL PROPERTY, FACILITY OR BUILDING.
  - D. AT A PRIVATE COMMERCIAL BUILDING WHEN THE PROGRAM IS OF COMMUNITY-WIDE INTEREST OR IS PATRIOTIC IN NATURE, OR WHEN PARTICIPATION IS INCIDENTAL TO THE PRIMARY PROGRAM AND DOES NOT APPEAR TO SELECTIVELY BENEFIT ANY COMMERCIAL BUSINESS.
  - E. IN A BUILDING OR FACILITY USED FOR RELIGIOUS PURPOSES, WHEN PROGRAMS ARE OF COMMUNITY-WIDE INTEREST, NON-SECTARIAN AND BROADLY PROMOTED.
  - F. IN A SHOPPING MALL OR COMPLEX ONLY WHEN PROGRAMS ARE DIRECTLY RELATED TO RECRUITING AND DO NOT APPEAR TO SELECTIVELY BENEFIT ANY COMMERCIAL BUSINESS.
- 2. THE NAVY AND MARINE CORPS MAY NOT TAKE PART IN PROGRAMS AT SITES THAT ARE:
  - A. NOT OPEN TO THE GENERAL PUBLIC, AND ADMISSION, SEATING OR OTHER ACCOMMODATIONS ARE BARRED TO ANY PERSONS BECAUSE OF SEX, RACE, COLOR, CREED, RELIGION OR NATIONAL ORIGIN.
  - B. OWNED OR LEASED BY PRIVATE, COMMERCIAL OR RELIGIOUS GROUPS OR ORGANIZATIONS, COLLEGE, NON--PUBLIC SCHOOL OR UNIVERSITY OR SHOPPING MALL. SEE ALSO ITEM 1F OR SPONSOR ELIGIBILITY.

TYPE OF SUPPORT ELIGIBILITY.

- 1. THE NAVY AND MARINE CORPS MAY SUPPORT PROGRAMS:
  - A. AUTHORIZED BY PUBLIC LAW, EXECUTIVE ORDER, THE SECRETARY OF THE NAVY AND THOSE ENUMERATED IN ARTICLE 0404.
  - B. THAT CAN REASONABLY BE EXPECTED TO BRING CREDIT TO THE INDIVIDUALS INVOLVED AND TO THE NAVY OR MARINE CORPS, AND ARE AT NO ADDITIONAL COST TO THE GOVERNMENT.
  - C. WHERE ADMISSION IS CHARGED IF THE SUPPORT IS INCIDENTAL TO THE PRIMARY EVENT, SEE SITE ELIGIBILITY.
  - D. WHERE ADMISSION IS CHARGED BUT SUPPORT ENTAILS SERVICE ACADEMY SPORTING EVENTS, MILITARY AERIAL DEMONSTRATION TEAM ASD(PA) APPROVED PERFORMANCES AND CONCERTS BY THE U.S. NAVY BAND AND U.S. MARINE BAND WHEN ON AUTHORIZED TOURS.
- 2. THE NAVY AND MARINE CORPS MAY NOT SUPPORT PROGRAMS THAT:

A. MIGHT CONSTITUTE A RESTRAINT OF TRADE IN THE REGULAR EMPLOYMENT OF CIVILIANS IN THEIR ART, TRADE OR PROFESSION.

B. ARE, OR COULD BE CONSIDERED TO BE, THE PRIMARY OR MAJOR ATTRACTION FOR WHICH ADMISSION IS CHARGED, EXCEPT AS DISCUSSED IN ITEM D OF THIS TABLE.

C. USE NAVY OR MARINE CORPS SERVICES, RESOURCES OR FACILITIES WHICH ARE REASONABLY AVAILABLE FROM COMMERCIAL SOURCES AND WHERE SUCH USE WOULD BE IN FACT, OR PERCEIVED TO BE UNFAIR COMPETITION.

D. INVOLVE THE USE OF ACTIVE DUTY, RESERVE OR ROTC PERSONNEL IN UNIFORM OUTSIDE MILITARY BASES AND SHIPS AS USHERS, GUARDS, PARKING LOT ATTENDANTS, RUNNERS, MESSENGERS, BAGGAGE HANDLERS, FOR CROWD CONTROL OR IN ANY OTHER INAPPROPRIATE CAPACITY.

E. WOULD INTERFERE WITH MILITARY NEEDS OR OPERATIONAL REQUIREMENTS.

7. COMMANDERS ARE ENCOURAGED TO CONTACT THE MARFORRES COMREL OFFICE PRIOR TO AGREEING TO SUPPORT A COMREL EVENT (CONTACT INFORMATION AT BOTTOM OF MESSAGE).

8. THE HQMC COMREL WEBSITE FEATURES AN "IN THE COMMUNITY" CALENDAR APPLICATION. THE PURPOSE OF THIS CALENDAR IS TO ENABLE MARINE CORPS LEADERS AT ALL LEVELS OF COMMAND, AS WELL AS THE GENERAL AMERICAN PUBLIC, TO VIEW ALL EVENTS THAT MARINE CORPS UNITS ARE SUPPORTING NATIONWIDE. ALL MFR UNITS ARE REQUIRED TO ENTER THE EVENT INFORMATION INTO THE HQMC COMMUNITY EVENT CALENDAR WITHIN ONE WEEK OF CONFIRMING SUPPORT FOR THE EVENT. TO ADD AN EVENT TO THE COMMUNITY CALENDAR:

FROM WWW.MARINES.MIL, GO TO "IN THE COMMUNITY"  
FROM THE LEFT MENU, CLICK ON "EVENT CALENDAR"  
AT THE FAR RIGHT OF THE SEARCH PANE, CLICK ON THE BUTTON "(+) ADD EVENT" AND COMPLETE THE INFORMATION REQUESTED IN THE FORM.

ONCE THIS IS COMPLETED, THE EVENT WILL APPEAR ON THE HQMC COMREL CALENDAR. IT WILL THEN BE VISIBLE TO BOTH HQMC AND THE GENERAL PUBLIC.

9. DIRECT ANY RELEVANT QUESTIONS OR REQUESTS FOR ASSISTANCE IN DETERMINING SUPPORTABILITY, OR TO REQUEST COMMUNITY OUTREACH FUNDS FOR FISCAL YEAR 2010 TO THE MARFORRES COMMUNITY RELATIONS OFFICER, CAPT NATHAN BRADEN AT: DSN 678-6539 OR COMM: 504-678-6539, EMAIL: NATHAN.BRADEN@USMC.MIL.// ALT POC IS GYSGT AZEMAR KING, MARFORRES COMMUNITY RELATIONS CHIEF, AT DSN: 678-8063 OR COMM: 504-678-8063, EMAIL: AZEMAR.KING@USMC.MIL.//