



UNITED STATES MARINE CORPS
MARINE CORPS INSTALLATIONS EAST-MARINE CORPS BASE
PSC BOX 20005
CAMP LEJEUNE NC 28542-0005

MCIEAST-MCB CAMLEJO 1710.1A
SJA
JAN 12 2023

MARINE CORPS INSTALLATIONS EAST-MARINE CORPS BASE CAMP LEJEUNE
ORDER 1710.1A

From: Commanding General
To: Distribution List

Subj: UNIT FUNDRAISING FOR MARINE CORPS BIRTHDAY BALL

Ref: (a) DoD 5500.7-R CH 7, Joint Ethics Regulation
(b) MCO 5760.4C
(c) MCO 7040.11A
(d) MCO P1700.27B Ch 1
(e) MCIEAST-MCB CAMLEJO 5340.4

1. Situation. In order to lower the cost of Marine Corps Birthday Balls for Marines and Sailors, individual units often desire to raise funds. References (a) through (e) provide strict rules and limitations on official support for fundraising activities, and set forth guidelines for execution of fundraising efforts.

2. Cancellation. MCIEAST-MCB CAMLEJO 1710.1.

3. Mission

a. To provide guidance to commanders regarding unit fundraising activities for Marine Corps Birthday Balls.

b. Summary of Revision. This Order has been revised to correct references in paragraphs.

4. Execution

a. Commander's Intent and Concept of Operations

(1) Commander's Intent. Individual units are authorized to establish a unit Marine Corps Birthday Ball (Ball) Fund. These unit funds will be operated and maintained in accordance with references (a) and (b), and expended in accordance with the guidelines set forth in reference (c).

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distribution is unlimited.

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(2) Concept of Operations

(a) Individual units are authorized to establish a unit Marine Corps Birthday Ball (Ball) Fund. These unit funds will be operated and maintained in accordance with references (a) and (b), and expended in accordance with the guidelines set forth in reference (c).

(b) To ensure adherence to the references, the following guidance is provided for operating fundraising activities for the benefit of a unit Ball:

1. Social Event. In accordance with reference (c), the social event of the Ball includes the dinner, refreshments, favors, music, and other social activities. The social event is considered a Marine Corps Community Services (MCCS) Morale, Welfare, and Recreation "Category A" event per reference (d). The social portion of the Ball will be supported primarily through ticket sales, but may also be supported through unit fundraising activities conducted in accordance with references (a), (c), (d), and (e).

2. Non-Federal Entities¹ (NFEs). Individual members of a command may fundraise for their Ball social event by forming a volunteer, unofficial private organization (PO). Such organizations are considered a NFE. These organizations are private and are treated like any other PO. The most common example of this is a unit Ball committee established to raise money to be applied towards that unit's social event's costs. Marine Corps Ethics Counselors (Staff Judge Advocates (SJAs)) may not provide legal advice to NFEs, but may advise commanders of the appropriateness of individual member and command relationships with a given NFE. The following address common issues arising from interactions with Ball committees:

(c) Endorsement

1. Per section 3-209 of reference (a), Department of Defense (DoD) employees may not officially endorse or appear to endorse the fundraising efforts of NFEs. The

¹ Per reference (a), a NFE is generally a self-sustaining, non-Federal person or organization, established, operated and controlled by any individual(s) acting outside the scope of any official capacity as officers, employees or agents of the Federal Government. A NFE may operate on DoD installations if approved by the installation commander or higher authority under applicable regulations.

following disclaimer is appropriate for all NFE published materials: "A portion of the proceeds from this event go to the Birthday Ball Committee. The Federal Government, including the DoD and Marine Corps, does not endorse any company, sponsor, or private organization or its products or services."

2. Per section 3-210 (a)(6) of reference (a), an exception to the above prohibition exists for organizations composed primarily of DoD employees or their dependents when fundraising among their own members for the benefit of welfare funds for their own members, subject to agency ethics official approval. This exemption, commonly referred to as "by our own, for our own," may apply to a Ball committee if composed of Marines and dependents; is raising funds solely among other DoD employees and/or dependents; and obtains approval from the appropriate ethics official. On-base fundraising conducted "by, for, and amongst," service members and/or their dependents must be conducted in accordance with references (a), (c), (d), and (e).

3. Per reference (c), commercial sponsorship of the Ball may only be conducted by MCCS personnel under the MCCS Commercial Sponsorship Program and only at the discretion of the MCCS Director.

(d) Personal Participation

1. Per section 3-300(a) of reference (a), DoD employees may voluntarily participate in NFE activities as individuals in their personal capacities, provided they act exclusively outside the scope of their official positions.

2. Per section 3-300(a)(1) of reference (a), DoD employees may not use or allow the use of their official titles, positions or organization names in connection with activities performed in their personal capacities as this tends to suggest official endorsement or preferential treatment by DoD of any non-Federal entity involved. Military grade and military department as part of an individual's name (e.g., Captain Smith, U.S. Navy) may be used, the same as other conventional titles such as Mr., Ms., or Honorable, in relationship to personal activities.

3. Per reference (c), fundraising should not take Government employees away from their official duties nor

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distract from unit readiness. Fundraising must be conducted during off-duty hours.

4. Per references (c), off-base fundraising for the Ball shall not be conducted in uniform, or in any part of the uniform, and must be conducted in the participant's private capacity. For off-base fundraising, no signs shall be displayed that indicate the fundraiser is for the U.S. Marine Corps (USMC) or a USMC unit.

(e) Additional Guidelines

1. Any fundraising activity authorized to operate on a Marine Corps Installation shall not engage in ongoing resale activities, or MCCS related activities in direct competition with MCCS operations. Units must receive permission from the local MCCS when activities may be perceived to be in direct competition of MCCS operations.

2. All fundraising proceeds must be turned in to and accounted for by the MCCS nonappropriated fund instrumentalities for the benefit of the unit.

3. Gambling, or participating in games of chance in the hope of winning a prize, is strictly prohibited. A game of chance is any game where a Service Member must pay an entry/participation fee and the outcome depends on some degree of chance, rather skill. Examples of gambling activities include raffles, lotteries, bingo, casino nights, poker tournaments and sports pools.

4. Buying your way out of official duties is strictly prohibited. Commands may not permit Marines to buy their way out of official duties (e.g., the wear of civilian clothing to work in exchange for paying money to a Ball fund).

5. Administration and Logistics

a. Commanders shall ensure that unit fundraising for the Ball is conducted in accordance with this Order.

b. Commanders shall seek advice from their command SJA for guidance prior to engaging in any fundraising activity.

c. Questions regarding the appropriate expenditure of unit

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and family readiness funds for Balls should be directed to the command SJA.

6. Command and Signal

a. Command. This Order is applicable to Marine Corps Base, Camp Lejeune and all tenant commands.

b. Signal. This Order is effective the date signed.



E. J. ADAMS
Chief of Staff

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