



REPLY TO
ATTENTION OF

DEPARTMENT OF THE ARMY
HEADQUARTERS, 2D STRYKER BRIGADE COMBAT TEAM
25TH INFANTRY DIVISION
SCHOFIELD BARRACKS, HAWAII 96857

APVG-UZO-HHC-CDR

20 July 2012

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: 2d Strkyer Brigade Combat Team (SBCT) Policy Letter #16 - Cup and Flower Fund Policy

1. Purpose: To establish the governing rules and regulations for the 2/25 SBCT Cup and Flower Fund. This fund will be maintained to promote the spirit of comradeship, inspire enthusiasm, devotion, esprit de corps, and recognize the achievements of its members. Maintaining this fund will provide revenue for gifts and/or mementos for significant occasions and for farewell gifts.
2. This memorandum will define how the fund will be financially supported, what the funds will be used to purchase, and the responsibilities of the supporting positions necessary for the execution of the fund.
3. Each participating E-8 and above will provide dues as designated by fund President and as reviewed in Paragraph 6 below.
 - a. Member dues are \$35 for bronze level membership, \$85 for silver level membership, and \$150 for gold level membership.
 - b. These dues will be paid upon arrival to the unit. Soldiers may upgrade their memberships from bronze to silver or from silver to gold at a later date.
 - c. Participation in this fund is voluntary. Failure to participate will impact whether Soldier will receive a farewell gift.
4. The fund is limited to providing only the following:
 - a. Hawaiian-themed baby gift for members who have a baby, max price \$15.
 - b. Flower arrangement for funerals of member, spouse, parent of either member or spouse, children, and siblings of either member or spouse, max price \$60.
 - c. Card for member or spouse undergoing inpatient care at a hospital, max price \$5.
 - d. Payment of the Soldier's farewell gift. Gold level members will receive framed SBCT colors costing approximately \$125. Silver level members will receive an engraved miniature surfboard costing approximately \$75. Bronze level members will receive a pen in an engraved box costing approximately \$30.

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5. The Fund will not provide:
 - a. Gifts for incoming and outgoing Commander's Families.
 - b. Office supplies, coffee, food, or parties.
 - c. Money to pay for Hail and Farewell activities.
 - d. Presents to recognize achievement.

6. Every March and September, or as close as possible, the cup and flower fund will be reviewed in the following areas:
 - a. Dues - discuss if the dues being collected are sufficient or excessive according to expenditures.
 - b. Gifts - discuss if the gifts need to be adjusted for the needs of the group. The maximum prices set on gifts will also be reviewed to allow for changes in prices over time.

7. Responsibilities
 - a. The SBCT XO will preside as the President. He is overall responsible for the execution of the policy and is the approval authority for purchase of authorized items.
 - b. The SBCT AS1 will perform duties as the Treasurer. She/he is responsible for stewardship of the account and paying for purchased items. The Treasurer will maintain the fund in a non-interest bearing; non-taxable account. The primary account holder will be the SBCT AS1.



STEPHEN J. DUNSFORD
CPT, FA
Commanding

DISTRIBUTION:

COMMANDER, 1-14 INF
COMMANDER, 1-21 INF
COMMANDER, 1-27 INF
COMMANDER, 2-14 CAV
COMMANDER, 2-11 FAR
COMMANDER, 225 BSB
COMMANDER, HHC, 2 SBCT