

1. PURPOSE: This policy describes the procedures for the Military Police Regimental Association (herein referred to as MPRA) Aid Program.

2. APPLICABILITY: It is the policy of MPRA to practice equal opportunity regarding the MPRAid Program and the disbursements of funds. Disbursements will be administered in accordance with this policy, MPRA's bylaws and without regard to rank, status of service, race, creed, religion, sex, national origin, age, disability, or any other circumstance prohibited by statute. Eligible recipients are as follows:

a. Any Military Police Soldier, a Soldier assigned to a Military Police Unit or Department of the Army Civilian working for or in support of the Military Police Corps Regiment.

b. Retired Military Police Soldiers and their spouses.

c. An Immediate family member of an active MPRA Member. Immediate family member is defined as parent, sibling, and child (by blood, adoption, or marriage), spouse, legal domestic partner, grandparent, or grandchild.

d. Spouses of deceased MPRA Members.

3. GENERAL: Established in 2007, the program was developed to provide financial relief to qualified applicants during an immediate and unforeseen financial hardship. Leaders at all levels are encouraged to take advantage of the program whenever they have exhausted other means to financially support the need.

4. RESPONSIBILITIES:

a. Soldier Programs Chair

(1) Oversees all disbursements.

(2) Provides an update at the Board of Directors meeting or as requested.

b. Director of Operations (DoO)

(1) Oversees all facets of the program, including follow up with the recipient.

(2) Verifies eligibility of the recipients.

(3) Facilitates administrative staffing of all requests.

(4) Obtains and documents all approvals for disbursement from the voting committee.

(5) Endorses and administers disbursement funds.

c. Soldier Programs Committee

(1) Reviews all requests and makes recommendations to approve or disapprove.

d. Marketing and Membership Committee

(1) Ensure fundraising for the MPRAid is included in the yearly fundraising campaign plan.

(2) Include the MPRAid in marketing strategy and products advertising membership benefits.

(3) Maintain the MPRA's online webpage that will facilitate MPRAid requests to be submitted online.

(4) Promotes the program to corporate organizations.

5. PROCEDURES:

a. Requests for assistance must be made by a current MPRA Member of the organization and endorsed by at least a LTC or CSM in the chain of command of the Recipient.

b. Requests submitted by Retired Military Police Soldiers who have no organizational chain of command will be thoroughly vetted by the Soldier Programs Committee on the merits and validity of the request. Retired Military Police Soldiers submitting for assistance on behalf of the recipient must be current MPRA members.

c. A Military Police Soldier who receives a MPRAid disbursement is not required to be a MPRA member, however, if the recipient is not a member, the recipient will receive a two-year membership with the disbursement.

d. Staffing for all requests will be completed by the DoO. Accompanying the request must be an explanation that provides specifically what the funds are needed for (hotel accommodations, hospital bills, family travel, etc) and what has already been done to provide relief to the potential recipient.

e. Once received, all requests will be forwarded to the Soldier Programs Committee by the DOO for deliberation and whether to grant financial relief. The committee will review all the information and make recommendations to approve or disapprove the request and the amount of the disbursement, not to exceed \$1,000. Any disbursement that exceeds \$1,000 must be voted upon by the BOD. A majority vote in the committee

constitutes an approval or disapproval of the request, and if approved, the amount of the disbursement.

f. All decisions are final. There are no appeal provisions afforded to the requesting organization.

g. It is the intent of MPRA to make disbursements for financial relief within 48 hours of receiving the request. The DoO will document all approvals for financial relief via email to ensure fiscal responsibility is preserved.

h. A separate checking account will be utilized for disbursing MPRAids. The DoO will endorse all disbursement checks and provide a letter signed by the DoO.

i. The DoO will follow up with the chain of command after the disbursement has been made to confirm receipt.

Approved by the National Board of Directors.

/// Original Signed ///
Charles Williams
President, Board of Directors
Military Police Regimental Association
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/// Original Signed ///
Beth Harmon
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