



## NATIONAL GUARD BUREAU

111 SOUTH GEORGE MASON DRIVE  
ARLINGTON VA 22204-1382

ARNG-HRR

26 October 2016

MEMORANDUM FOR NG J1 RRF (All-Entire RRF)

SUBJECT: SMOM 17-004, Exception to Policy for Edibles Fiscal Year 2017 (FY)

1. Purpose: Provide an exception to policy for NGR 601-1, Army National Guard Strength Maintenance Program, 28 April 2006.
2. Summary: Recruit prospecting functions designed to develop Centers of Influence (COIs) and generate leads for enlistment or re-enlistment in the Army National Guard (ARNG) can benefit from the appropriate use of edibles as authorized in NGR 601-1. The Recruiting and Retention Commanders (RRC) establishes reasonable spending limits for edibles within published limits or may request exceptions through ARNG-HRR-R.
3. RRF Level Exception. This document is a general exception to policy for FY17, increasing the per event maximum limit from \$1,000 to \$3000 without change to the \$15 per person limit. This SMOM and a one-page memorandum for record (MFR) detailing the event purpose, projected attendance and expected return on investment (who, what, where, why, when) is the documentation required of the exception to policy and constitutes authorization to conduct the event when signed by the RRC. The event sign-in roster and AAR must be maintained locally for audit purposes for all approved training events.
4. NGB Level Exception. Requests for exception for edible support above \$3000 per event without change to the maximum per person limit of \$15 must be sent to ARNG-HRR-R for approval at least 30 days prior to the function. This SMOM and a one-page memorandum for record (MFR) detailing the event purpose, projected attendance and expected return on investment (who, what, where, why, when) is the documentation required of the exception to policy and constitutes authorization to conduct the event when endorsed by ARNG-HRR-R. The event sign-in roster and AAR must be maintained locally for audit purposes for all approved training events.
5. Funding. This exception to policy is not valid in cases where an unfunded requirement exists or results from exercise of the higher spending limits. All purchases are subject to review and approval of your local USPFO.
6. Point of contact is MAJ Andrew C. Hubbert at 703-607-1419 or [andrew.c.hubbert.mil@mail.mil](mailto:andrew.c.hubbert.mil@mail.mil).

ARNG-HRR

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A handwritten signature in black ink, appearing to read 'M. Ulis', written in a cursive style.

MONIE R. ULIS  
COL, IN  
Chief, Strength Maintenance Division  
Army National Guard