



DEPARTMENT OF THE NAVY
UNITED STATES NAVAL ACADEMY
121 BLAKE ROAD
ANNAPOLIS MARYLAND 21402-1300

Canc: May 12
USNANOTE 5340
10/Hum & SS

9 MAR 2012

USNA NOTICE 5340

From: Superintendent, United States Naval Academy

Subj: ANNUAL CALL FOR CONTRIBUTIONS FOR NAVY-MARINE CORPS RELIEF SOCIETY

Ref: (a) SECNAVINST 5340.7

Encl: (1) 2012 Navy-Marine Corps Relief Drive Committee Members
(2) Annapolis Sub-Area Organization
(3) Navy-Marine Corps Relief Unit Organization Report (USNA DA 5340/2 (Rev. 1/2010))

1. Purpose. To announce the 2012 Navy-Marine Corps Relief Drive to be conducted from 26 March through 27 April 2012 and to publish guidelines for the conduct of the Drive per reference (a).

2. Background

a. The Naval Academy actively sponsors two voluntary fund-raising campaigns: The Combined Federal Campaign and the Navy-Marine Corps Relief Drive. The Navy-Marine Corps Relief Society is the organization which offers assistance in time of need to active duty and retired members of the Navy and Marine Corps and their dependents, as well as to dependent survivors of deceased members. Aid is offered in the form of interest-free loans or grants, budget counseling, layettes, and many other services. In time of crisis or need, our service members and their families are encouraged to turn to the Navy-Marine Corps Relief Society for help. The work of the Navy-Marine Corps Relief Society is supported entirely by private funds (e.g., income from a reserve fund and voluntary contributions from service members and civilian friends of the Navy).

b. A fund-raising campaign in support of the annual call for contributions for the Navy-Marine Corps Relief Society is conducted to increase the awareness of Navy and Marine Corps personnel regarding the availability of assistance from the Society and to obtain the funds that are essential for the Society to provide this assistance. Contributions may be made by cash, allotment, or requisition.

3. Organization. Enclosure (1) lists the committee members for the 2012 Drive. Enclosure (2) lists the Annapolis sub-area organizational structure to be used in the administration and fund accountings of the Drive.

4. Goals. The 2012 goal for the Annapolis Sub-Area is \$65,000.00. Contributions made to the Drive are of a totally voluntary nature.

5. Action

a. Key Managers are designated in enclosure (2) for each unit. Key Managers will be the liaison between sub-unit Key Workers and the Navy-Marine Corps Relief Drive committee members and will be requested to provide assistance to committee members as needed. Although contributions may be accepted from both military and civilian personnel, active solicitation by Key Managers will be limited to uniformed members of the naval service.

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b. Enclosure (3) shall be used to designate Key Workers for each sub-unit. Key Managers shall complete and return enclosure (3) to Chief Stoneburner no later than Wednesday, 21 March 2012.

c. Key Managers may establish sub-units and nominate military Key Workers at their discretion. Where used, Key Workers should be assigned at the rate of 1 per 20-25 persons.

d. Key Managers will be held personally accountable for tickets and contributions. For this reason, the Key Manager must be the only point of contact with committee members. The Key Manager noted in enclosure (2) must personally pick up and turn in tickets and contributions.

e. The kick-off meeting for the Navy-Marine Corps Relief Drive will be held at 1250-1320, Monday, 26 March 2012, in Laboon Center. All Key Managers and Brigade Representatives are urged to attend; Key Workers are also welcome.

/S/
S. S. VAHSEN
Chief of Staff

Distribution:
All Non-Mids (electronically)
All Mids (electronically)

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2012 NAVY-MARINE CORPS RELIEF DRIVE COMMITTEE MEMBERS

Chairperson	LCDR Jason Salinas, English Dept, x36233
Co-Chairperson	ETC(SW) D. Stoneburner USNA Sailing Program x35629
Treasurer	LT Beau Portillo 30 th Company Officer, x37630
Naval Health Clinic Representative	CAPT Carol Walker Naval Health Clinic, 293-3901
Naval Support Activity Annapolis	MA1 D. Deaver Security, x33737
Commandant	LT M.R. Groothousen 2nd Company Officer, x37102
Publicity	MC1 (SCW) C. Runge Public Affairs Office, x31535
Brigade Coordinators	Midn 1/C Roger Willis m127428@usna.edu Midn 1/C Matthew Jarrell m123354@usna.edu
N/MC Relief Society, USNA Auxiliary	Ms. Jane Roser Navy Relief Office, x39220

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ANNAPOLIS SUB-AREA ORGANIZATION
(NAVY-MARINE CORPS RELIEF DRIVE 2012)

<u>Unit (Appoint Key Manager)</u>	<u>Sub-Units (Key Workers)</u>
1. Superintendent MC1 (SCW) Runge x31535	Superintendent's Staff Deputy for Finance/Chief Financial Officer Academic Dean & Provost & Staff Public Affairs Office Staff Judge Advocate Administrative Department Officer Personnel Alumni Hall Director, SAVI Director, Special Events
2. Ward Hall/Dahlgren Hall IT1 (SW/AW) Stevenor x31576	Director, Information Technology Director, Institutional Research Naval Academy Business Services Division Office of Naval Legal Counsel, Annapolis
3. Bancroft Hall LT Groothousen x37102 CTIC (IDW) C. Cots x38315	Commandant's Staff Chaplain Office Brigade of Midshipmen Officer Development
4. Naval Academy Band MU1 Ostrowski x33282	Naval Academy Band
5. Nimitz LT Travis Rainey x36236	Library/Archives Registrar Multimedia Support Center Academic Center International Programs Office Center for Mid East & Islamic Studies
6. Halligan Hall Ensign Todd Spain x31315	Comptroller Human Resources Division Command Evaluation
7. Leahy Hall LT Chris Reyes x31843	Admissions Division Candidate Guidance Division Nominations and Appointments
8. Division of Engineering & Weapons AD1 Rea Maryatt x35057	Administrative Support Technical Support Aerospace Engineering Department Electrical Engineering Department Mechanical Engineering Department Naval Architecture and Ocean Engineering Weapons & Systems Engineering Department

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| 9. Division of Humanities & Social Sciences
LT Travis Rainey x36236 | Administrative Support
English Department
Economics Department
Political Science Department
History Department
Language and Cultures Department |
| 10. Division of Mathematics & Science
LT Timothy Brock x36741 | Mathematics & Science
Administrative Support
Technical Support
Chemistry Department
Computer Science Department
Mathematics Department
Oceanography Department
Physics Department |
| 11. Professional Development
LT R. DaPrato x36597 | Professional Development
Seamanship and Navigation Department
Professional Programs
Director, Naval Academy Sailing
Waterfront Readiness |
| 12. Luce Hall
LT Walter Point x36088 | VADM James B. Stockdale Center for Ethical
Leadership
Leadership, Ethics, and Law Department |
| 13. Midshipmen Supply Department
LTJG Tom Bethmann x32734 | Midshipmen Supply Department
Midshipmen Food Service Department
Midshipmen Financial Advisor |
| 14. Ricketts Hall
Major Antonelli x35595 | Naval Academy Athletic Association
Physical Education Department
Photo Lab |
| 15. Naval Health Clinic, Annapolis
CAPT Carol Walker x33901 | Naval Health Clinic
Naval Institute
Branch Dental Clinic |

Enclosure (2)

