



**MAWG SUPPLEMENT 1**

**CAP MANUAL 173-4**

**20 July 2023**

**APPROVED/D. BASS-MARAMAN/CAP/FM**

**Finance**

**FUND RAISING/DONATIONS**

CAP Regulation 173-4, *Fund Raising/Donations*, dated 16 December 2014, is supplemented as follows:

ADDED Paragraph 3a (1). Prior to any unit conducting any fundraising activity the Unit Commander with assistance and advice of the Unit Finance Officer shall complete the Massachusetts Wing Form (MWF) 173-4, *Massachusetts Wing Fundraising Form*. The Unit Commander and/or the Unit Finance Officer shall submit the MWF 173-4 to the Wing Commander no later than two weeks prior to the proposed fundraising activities date. The Wing Commander is the approval authority for all fundraising activities.

WALTER O. NELSON, Col, CAP  
Commander

**ATTACHMENT 1****Compliance Elements**

<b>OPR</b>	<b>#</b>	<b>Compliance Question</b>	<b>How to Verify Compliance</b>	<b>Discrepancy Write-up</b>	<b>How to Clear Discrepancy</b>
CAP/IGI E-1	8	Does the Wing CC approve all fundraising events within the wing?	Wing will provide documentation of approval of all fundraising	(Discrepancy): The Wing CC did not provide written approval of all subordinate unit fundraising events IAW CAPR 173-4, para 3a	Provide written documentation of approval for fundraising events.