



UNITED STATES MARINE CORPS
MARINE AIR GROUND TASK FORCE TRAINING COMMAND
MARINE CORPS AIR GROUND COMBAT CENTER
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HQBN

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COMBAT CENTER BULLETIN 5340

From: Commanding General
To: Distribution List

Subj: 2026 ACTIVE DUTY FUND DRIVE IN SUPPORT OF THE NAVY-MARINE CORPS RELIEF SOCIETY

Ref: (a) SECNAVINST 5340.7B
(b) NMCRS Fund Drive Manual
(c) MARADMIN 075/25

1. Situation. In 2025, the Navy-Marine Corps Relief Society (NMCRS) provided \$684,294 of assistance to 619 Marines and Sailors aboard the Combat Center and the Marine Corps Mountain Warfare Training Center. This Bulletin announces the 2026 Active Duty fund drive in support of the NMCRS from 17 March 2026 to 16 May 2026. The references outline the history of the Society, the Department of the Navy annual requirement, and the parameters for conducting the fund drive.

2. Mission. As the largest federal organization in the local area, the Marine Air Ground Task Force Training Command (MAGTFTC), Marine Corps Air Ground Combat Center (MCAGCC) will execute this NMCRS campaign. Commanding Officers (COs) and Officers-in-Charge (OICs) will achieve 100 percent contact with active duty Marines and Sailors under their charge, promote maximum NMCRS support through outreach and command involvement, and encourage unit fundraising in support of the NMCRS from 17 March 2026 to 16 May 2026.

3. Execution

a. Commander's Intent and Concept of Operations

(1) Commander's Intent. No later than (NLT) 16 May 2026, COs and OICs will ensure each Marine and Sailor stationed aboard the Combat Center is aware of the availability of financial assistance and other support services administered by the NMCRS, and encourage unit fund-raising activities that are essential for the NMCRS to continue to provide assistance to local Marines and Sailors.

(2) Concept of Operations

(a) While donation to the NMCRS is not mandatory, command interest is. COs and OICs will demonstrate their interest and support to the NMCRS through command physical presence and participation at NMCRS unit briefs.

(b) COs and OICs will appoint NMCRS Unit Representatives to coordinate with the MAGTFTC, MCAGCC NMCRS Installation Coordinator and NMCRS staff to achieve the Commander's intent.

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b. Subordinate Element Missions

(1) MAGTFTC Subordinate Elements. COs and OICs of the following units will appoint an officer or Staff Noncommissioned Officer (SNCO) as their NMCRS Unit Representative and provide the appointee's point of contact (POC) information to the NMCRS Installation Coordinator NLT 6 March 2026. The NMCRS Installation Coordinator POC information is listed in paragraph 3.a.(2)(c) of this Bulletin.

Headquarters Battalion (HqBn)
Exercise Support Division
Tactical Training and Exercise Control Group
Sergeant's Course
Legal Services Support Team
Marine Corps Tactics and Operations Group
Marine Corps Logistics Operations Group
Marine Corps Mountain Warfare Training Center

(2) MCAGCC Tenant Commands. Request COs and OICs of the following units to appoint an officer or SNCO as their NMCRS Unit Representative and provide the appointee's POC information to the NMCRS Installation Coordinator NLT 6 March 2026. The NMCRS Installation Coordinator POC information is listed in paragraph 3.a.(2)(c) of this Bulletin.

7th Marines
1st Battalion, 7th Marines
2d Battalion, 7th Marines
3d Battalion, 4th Marines
3d Battalion, 7th Marines
3d Battalion, 11th Marines
3d Light Armored Reconnaissance Battalion
Combat Logistics Battalion 7
Marine Corps Communication-Electronics School (permanent and student personnel)
Robert E. Bush Naval Hospital
23d Dental Company

(3) MAGTFTC, MCAGCC NMCRS Installation Coordinator

(a) Ensure maximum participation through positive contact with each NMCRS Unit Representative.

(b) On a weekly basis, NMCRS Unit Representatives will report their unit contact status and submit any contribution forms and monies collected for that week to the NMCRS Installation Coordinator or to the NMCRS Director. If cash is involved, the NMCRS Unit Representative will meet with the NMCRS Installation Coordinator to count and verify the amount collected and deposit it into the designated bank account.

(c) Throughout the drive, submit a weekly report to the Commanding General (CG) to detail each unit's contact percentage and amount donated.

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(d) Within two weeks of the fund drive completion, submit an after action report to the CG. The report will detail the level of each unit's commitment and its total participation rate.

(4) NMCRS Unit Representatives

(a) Remain available to perform NMCRS duties throughout the campaign. A mandatory training and instruction period for NMCRS Unit Representatives will be held on 9 March 2026 at 1000 and 1230 or by appointment as necessary in the classrooms at NMCRS in Family Service Center building 693.

(b) Arrange briefings with the NMCRS as soon as possible. NMCRS staff is limited. Briefings from the NMCRS staff will be scheduled on a first come, first served basis.

(c) On a weekly basis, report unit contact status and submit any contribution forms and monies collected for that week to the MAGTFTC, MCAGCC Installation Coordinator or to the NMCRS Director. If cash is involved, the NMCRS Unit Representative will meet with the NMCRS Installation Coordinator to count and verify the amount collected and deposit it into the designated bank account.

c. Coordinating Instructions

(1) A kick-off event will convene at the HqBn classroom in building 1548 on 17 March 2026 from 0900 to 1030 for all COs, Executive Officers, Sergeants Major, and NMCRS Unit Representatives to attend. Light refreshments will be provided at the event.

(2) Briefings from the NMCRS staff are preferred over briefings from the NMCRS unit representative. NMCRS Unit Representative briefings are the last resort to reach stragglers and achieve 100 percent contact. In those cases, NMCRS Unit Representatives will use a scripted brief provided by NMCRS.

(3) NMCRS staff is limited. Briefings from the NMCRS staff will be scheduled on a first come, first served basis. NMCRS Unit Representatives are strongly advised to arrange briefings with the NMCRS as soon as possible.

(4) All active duty personnel aboard MCAGCC will receive a scripted brief about the NMCRS and be given an opportunity to make a donation or allotment. All personnel will sign a roster. Once all unit personnel receive the brief and initialed or signed the roster, the unit will achieve a 100 percent contact status.

(5) NLT 16 May 2026, 100 percent of all active duty personnel present for duty aboard MCAGCC will be contacted. Personnel who are deployed or on temporary additional duty during the entire Active Duty Fund Drive period (16 March 2026 through 16 May 2026) are not required to attend the NMCRS brief or complete the form, but a reasonable effort to contact them should be made by the NMCRS unit representative.

(6) Unit S-3s are encouraged to facilitate the incorporation of NMCRS briefings into the training schedule, by working through their NMCRS Unit Representative who will coordinate with the NMCRS staff. The time required to conduct the briefings and complete a donation and/or allotment form may consist of 45 minutes. Briefings in the field, or in formations, are authorized and encouraged. Unit command teams shall be present at these

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briefings and are encouraged to participate in briefing their personnel as a means of demonstrating command support.

(7) On a weekly basis, NMCRS Unit Representatives will report the their unit contact status and submit any contribution forms and monies collected for that week to the NMCRS Installation Coordinator or to the NMCRS Director. If cash is involved, the NMCRS Unit Representative will meet with the NMCRS Installation Coordinator to count and verify the amount collected and deposit it into the designated bank account.

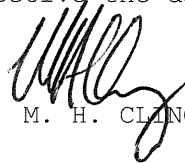
(8) NLT 16 May 2026, all funds collected for this drive will be given to the NMCRS.

4. Administration and Logistics. Directives issued by this Headquarters are published and distributed electronically. Electronic versions of Combat Center bulletins can be found at <https://www.palms.marines.mil/Staff-Offices/Resource-Management-Directorate/Adjutant/#combat-center-bulletins/>.

5. Command and Signal

a. Command. This Bulletin is applicable to all commands and organizations aboard the Combat Center and aboard the Marine Corps Mountain Warfare Training Center.

b. Signal. This Bulletin is effective the date signed.



M. H. CLINGAN

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