

**STATE OF OHIO
ADJUTANT GENERAL'S DEPARTMENT
2825 West Dublin Granville Road
Columbus, Ohio 43235**

S: 9 September 2016

NGOH-COS

24 August 2016

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Support Our Troops Roof Deployment Project

1. Support Our Troops (SOT) is a nonprofit agency who is donating a number of roofs in partnership with Owens Corning in 2016 in selected areas of Ohio. SOT annually ships millions of dollars' worth of goods to the National Guard and to bases of all military branches worldwide.
2. Currently, SOT is able to offer free re-roofing, materials, and labor, to military Families in need. They have one (1) roofing project available in Toledo, Findlay, Lewis Center, Westerville, London, and two (2) in Columbus. The location can be 25 miles outside of city limits.
3. Selection criteria of recipients is based on the following guidelines and will be reviewed with Family Assistance Center Specialist, SOT, and Chief of Staff for both Army and Air.
 - a. Recipient must be Enlisted E-6 and below.
 - b. No insurance company claim involved.
 - c. 2,000 square foot to 2,500 square foot maximum roof.
 - d. Asphalt shingles only. Owens Corning has 3-tab shingles and laminated shingles.
 - e. Regarding slope of roof type, straight gable is ideal (up and over), not greater than 6/12. Flat roofs are not suited. One or two-story is acceptable. Owens Corning will ascertain if proposed structure fits what contractor can deliver.
 - f. During this process a notification is sent to the local media, inviting them to cover the re-roof and develop a story educating the public about military Family life. You and your Family may be recorded in audio and visual, therefore videographers need to know they are welcome to enter property at reasonable hours before, during, and after the project. SOT does not require any particular statement by beneficiaries.

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g. This must be military member's primary dwelling, not pending for sale, and will be investigated to ensure accuracy. This project is for military members in need.

4. All MSCs will submit one (1) PDF copy of all potential recipients registration forms utilizing the attached form. See Gift-Receipt – Roof Deployment Project.

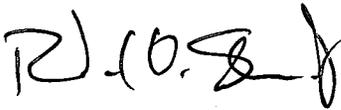
(a) The POC for this action is CPT Ducey at trevor.j.ducey.mil@mail.mil or 614-336-7157.

5. Suspense of registration forms is **091400SEPT16**.

6. The POC for this MOI is Angela Dyer at angela.m.dyer2.ctr@mail.mil or 614-336-7031.

7. The Ohio National Guard is not a sponsor of this program and does not endorse it. Distribution of this memorandum is for informational purposes only.

Encl
As


RANDAL O. SHEARS, JR.
COL, GS
Chief of Staff

DISTRIBUTION:
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**Gift Receipt – Roof Deployment Project
Enlisted E-6 and Below Only**

Thank you for allowing us to step up for you the way you step up for all of us! As part of honoring our moral partnership with those of us who have stepped up to protect us all through military service, and based on a needs determination by the military, the national 501(c)(3) nonprofit Support Our Troops, Inc., (SOT) is donating a roof to the adults signing below. The principal sponsor of the donation is Owens Corning and its local contractor to be named. The work will be performed by licensed contractors who will warrant the work to you, and is without recourse to SOT because we are the donor, not a contractor.

This is also an opportunity to educate the public about the lifestyles of America’s military service members and their families. To do so, you and your family may be recorded in audio and visual, and a story line developed for broadcast. Therefore, our videographers need to know they are welcome to enter your property at reasonable hours during the project, and for a reasonable time before and after, and that your family members and property are available for filming and perhaps some discussions. SOT does not require any particular statement by beneficiaries, as that is not our place. What you choose to say is entirely up to you. Please know that the tone of our messaging is a proud, enthusiastic, positive, can-do attitude, and never pity, sadness, loneliness, loss or tears (unless of unmistakable pride in another): proud of what American civilians and military do together; only an All together Now, Sky is the Limit, America is Wonderful and Different and Great attitude. You may elect to thank SOT and Owens Corning for doing this for you or the military community, but you will not be asked to endorse and recommend this particular charity nor should you do so while serving. SOT views itself as a servant of the military community and is sensitive to the military’s way of doing things. Therefore audio and visual is subject to review by appropriate military officials, and the end messaging will be much better as a result of the joint input.

Ethics. Content will make clear that no DoD, Guard, Army, Navy, Marine, Air Force, or Coast Guard endorsement of the supplier, product, or service is implied or intended. There is no ethical issue involved where the structure being re-roofed and otherwise repaired belongs to enlisted members of the Military Departments and enlisted title 32 National Guard Members, E-6 and below. See May 16, 2013 *Memorandum for Secretaries of the Military Departments* regarding Waiver of Application of the Standards of Conduct Prohibition, as follows: (a) The gifts are to be offered and made by a national 501(c)(3) public benefit charity under the IRC; (b) That you have been identified by appropriate officials within the military community, and there can therefore be no reasonable expectation or perception of intent to influence conduct or improperly supplement salary, (c) you have not solicited the gift, and (d) no response has been made to a solicitation.

Law. Because SOT is operated exclusively for charitable purposes and qualifies for exemption from federal income tax as an organization described in §501(c)(3), and recipients are identified by the military based on criteria it normally uses: (a) recipients may exclude the assistance from their gross income as gifts under §102; (b) recipients may include the assistance in the cost basis of their homes under §1012. See Revenue Ruling #2006-27, 2006-1 CB 915, 05/04/2006, IRC Sec(s). 501. This legal summary does not constitute legal or tax advice and taxpayers must rely on own tax advisors for specific advice.

The undersigned hereby grant to SOT, and its subsidiaries, cooperating partners, and affiliates and their employees, agents and assigns the above right of entry and the right to photograph and record video and/or audio of the undersigned, and use the same and other digital reproduction of the undersigned's physical likeness for publication processes, whether electronic, print, digital or electronic publishing via the Internet without further compensation or royalty. The undersigned hereby assigns all right, title, interest and copyright in the same to the above which will own all right, title and interest in same. As to subjects under 18, the undersigned certifies the undersigned is a custodial parent and has the aforementioned rights to assign.

ONLY SIGN THIS ROOF FORM IF YOU ARE ENLISTED E-6 AND BELOW

Adults Names Printed / Signatures / Dates:	Printed Name of All Subjects Under 18: