



Fort McCoy

Directorate of Family and Morale, Welfare and Recreation (DFMWR)

MWR Support Services Division – Unit Funds

Annual Training (AT) and Extended Combat Training (ECT) Unit Funds

Phone: 502-898-2507/2202, DSN 280

Office Hours: Monday – Friday 0800 – 1500 CST

DFMWR

AMIM-MCW

1668 South J Street (Bldg 1668)

Fort McCoy, WI 54656-5266

Web: <https://mccoy.armymwr.com/programs/unit-funds/>

Email: usarmy.mccoy.id-readiness.list.dfmwr-unit-funds@army.mil

Welcome to Fort McCoy!

Requests for unit fund AT/ECT dividends should be submitted **within three (3) days after arrival** and include the following:

1. **A current fund custodian appointment memo.** The unit's commanding officer must sign this memo.
2. **The request of payment.** The unit fund custodian must sign this form.
3. **The unit's alpha roster with Group or Individual Order numbers.** No social security numbers.
 - *The request form must include the name and telephone number of the point of contact. (Fort McCoy phone number or a cell phone while training at Fort McCoy)*
 - *Allow at least two (2) working days for the request to be processed.*
 - *Payments will be made in cash. Requests over \$500 will be issued a check.*
 - *Money will be used for the collective benefit of all members during MWR recreational activities.*
 - *Records of expenditures will be maintained by the unit.*
 - **Only the unit fund custodian can pick up payments.** Signature and Identification (ID) is required for payment.
 - *The original receipt and any unused funds must be returned within 48 hours of receiving the funds, weekends are excluded.*

Dividends for AT/ECT must be requested within 3 days of arriving at Fort McCoy. It is encouraged that dividend money be used at a Fort McCoy MWR facility. Year-round, fragmented, or modular training requests will be submitted annually, to arrive no later than October 10th for the prior fiscal year. These requests can be emailed to the address above.

Forms and more information can be found at:

<https://mccoy.armymwr.com/programs/unit-funds/>