

MEMORANDUM OF UNDERSTANDING: VVA CHAPTER 299, 776, & MAVA HONOR GUARD HONORARIUM DISTRIBUTION POLICY

It has been agreed upon by the leadership of Vietnam Veterans of America Chapters 299 & 776, and Chapter IV of the Mexican American Veterans Association, that all Honor Guard honorariums that are donated for joint Honor Guard services will be distributed to the three participating Chapters on a percentage of participation basis.

As of July 1, 2007, all monetary honorariums that are donated for the military burial service performed by joint participation of the three aforementioned Chapters will be disbursed to the three Chapters on a percentage of participation basis every fiscal quarter (3 months).

At every combined Chapter Honor Guard service, a designated Chapter 299 person will log every individual participating in the burial service and which Chapter they are representing, as some have dual membership.

At the end of the 3 month quarter, the number of Honor Guard participants will be totaled and broke down by Chapter. The number of participants per Chapter will be converted into percentages based on the overall total. The percentages will be the basis for distributing all joint participation honorariums that were received in the subject quarter.

As an example, if \$800 was donated by veterans families in a given quarter and 299 had 39% of the Honor Guard participants that quarter, MAVA had 31%, and 776 had the remaining 30%, the honorarium total for the month would be split three ways by the aforementioned percentages. The breakdown would be Chapter 299 would get \$312, MAVA \$248, and Chapter 776 \$240.

What is of paramount importance is that irrespective of whether a veteran's family donates an honorarium or does not, all monies will be divided by overall participation by Chapter without consideration to weather or not a donation was made at a particular service.

Upon receiving the quarterly disbursement, each Chapter is free to use the proceeds as they see fit.