



SUPTINST 1730.1E

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SUPERINTENDENT INSTRUCTION 1730.1E

Subj: COMMAND RELIGIOUS PROGRAM AT THE U. S. COAST GUARD ACADEMY

- Ref:
- (a) U. S. Navy Regulations, (NAVREGS) 1990
 - (b) Religious Ministries within the Coast Guard, COMDTINST M1730.4C
 - (c) Religious Ministries within the Department of the Navy, SECNAVINST 1730.7D
 - (d) Policy for Usage of Coast Guard Academy Religious Facilities, SUPTINST 1730.2E
 - (e) USCG Uniform Regulations, COMDTINST M1020.6H (Series)
 - (f) Chaplain Advisement and Liaison, SECNAVINST 1730.10
 - (g) Supply Policy and Procedures Manual, COMDTINST M4400.19B (Series)
 - (h) Religious Offering Fund, SECNAVINST 7010.6A

1. PURPOSE. To establish policy and assign responsibilities for the United States Coast Guard Academy's Command Religious Program.
2. ACTION. Academy personnel will ensure compliance with the provisions of this instruction to meet the religious needs of our people.
3. DIRECTIVES AFFECTED. SUPTINST 1730.1D is hereby canceled.
4. BACKGROUND. Active duty Navy chaplains assigned to the Coast Guard Academy assist the Superintendent in the discharge of assigned duties under reference (a) by developing and executing the command religious program and by managing religious facilities to meet the religious needs of this diverse community under references (b), (c), and (d).
5. DISCUSSION.
 - a. Academy Chaplains.
 - (1) Chaplains assigned to the Coast Guard Academy provide direct religious ministry for members of their own religious organizations, facilitate religious ministry for members of other religious organizations, care for all, and advise command on the morale and welfare of its members, including matters of religious practice and accommodation.
 - (2) Navy Chaplains assigned to the Academy wear Coast Guard uniforms as prescribed in reference (e). Funding for these uniforms will be provided to Academy Chaplains in accordance with reference (g).

- (3) The Academy Chaplains will submit Navy and Coast Guard Chaplains Reports as required by the Chaplain of the Coast Guard (CG-00A) and the Chief of Naval Chaplains (N097).
- b. Chaplain Placement in the Command. Per reference (f), the Command Chaplain advises the Superintendent and the chain of command on matters of morale, morals, spiritual well-being and ethics within the Academy. The Command Chaplain has direct access to the Superintendent as stipulated in reference (b). Other Academy Chaplains serve under the direction of the Command Chaplain, conducting religious ministries according to the disciplines of their religious organizations and requirements of the Academy.
 - c. General Duties of Academy Chaplains. They shall include, but not be limited to:
 - (1) Provision of religious ministry, facilitation of religious ministry, pastoral care for all, and advisement.
 - (2) Referral of active duty personnel, cadets, and Officer Candidates to local ministries and points of contact for their particular faith group when they so desire.
 - (3) Informing the Academy Public Affairs Officer of religious activities, which may be of public interest.
 - (4) Assisting the Coast Guard Headquarters and District One Chaplains, as needed and available, in ministry and pastoral care for local commands and personnel.
 - d. Collateral Duties Prohibited. In compliance with reference (b), chaplains will not be assigned collateral duties which involve:
 - (1) Violating the religious practices of the chaplain's faith group or ecclesiastical authority.
 - (2) Violating the non-combatant status of chaplains.
 - (3) Serving as director or treasurer of fund drives.
 - (4) Serving in any capacity relating to the solicitation, collection, or disbursing of any moneys -- except as administrator or designated faith group representative of the Religious Offering Fund (ROF) or other non-appropriated fund which has its direct mission and purpose the receipt and disbursement of funds for expressly humane and/or charitable purpose, but not to include Coast Guard Mutual Assistance, Red Cross, or relief assistance agencies or collections.

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- (5) Serving as a member of a court-martial or rendering judgment in disciplinary cases.
 - (6) Standing watches other than that of Duty Chaplain.
 - (7) Serving as the Family Advocacy Representative (FAR).
- e. Command Logistical and Fiscal Support.
- (1) In accordance with reference (b), Coast Guard appropriated funds (AFC-30 and AFC-56) will be used to support the Academy's Command Religious Program.
 - (2) Procurement of ecclesiastical material for religious ministries is processed through normal supply channels.
 - (3) Command appropriated funds support religious ministries including, but not limited to:
 - (a) Consumables outlined in reference (b).
 - (b) Non-consumable items such as equipment, furnishings and facilities essential to religious ministries.
 - (c) Retreat expenses to include transportation, lodging, rental of equipment, and expenses for faith group fellowship and spiritual growth.
 - (d) Services as needed of liturgical musicians, chapel coordinators, and resource persons to lead occasional special programs.
 - (e) Training of Academy Chaplains, including the Navy Chief of Chaplains sponsored Professional Development Training Courses (PDTCs) and Professional Development Training Workshops (PDTWs) to fulfill chaplain military and professional requirements.
 - (f) Temporary Additional Duty (TAD) orders for Academy Chaplains to attend ecclesiastical or faith group events and professional meetings may be issued, up to 15 days annually, since military chaplains must maintain a professional credential (ecclesiastical endorsement) as a condition of their Chaplaincy.
- f. Religious Offering Fund (ROF)
- (1) ROF is a non-appropriated fund established under the authority of the Superintendent and administered by the Command Chaplain. ROF funds will be used for religious benevolence projects, fellowship, outreach, and the purchase of live flowers.

- (2) Reference (h) and appropriate Academy guidelines govern the accounting, management, administration, and auditing of the ROF. YNCs assigned to Cadet Division and SPO will constitute the ROF Audit Board and will audit the ROF in February, May, September, and November each year.
6. DISCLAIMER. This guidance is not a substitute for applicable legal requirements, nor is it itself a rule. It is intended to provide policy guidance for Coast Guard personnel and is not intended to nor does it impose legally-binding requirements outside the Coast Guard.
7. ENVIRONMENTAL ASPECT AND IMPACT CONSIDERATIONS. Environmental considerations were examined in the development of this instruction and have been determined to be not applicable.
8. DISTRIBUTION. No paper distribution will be made of this instruction. An electronic version will be located on CGA Portal website in the General Links section for Superintendent Instructions.
9. RECORDS MANAGEMENT CONSIDERATIONS. This instruction has been thoroughly reviewed during the directives clearance process, and it has been determined there are no further record scheduling requirements, in accordance with Federal Records Act, 44 U.S.C. § 3101 et seq., NARA requirements, and information and Life Cycle Management Manual, COMDTINST M5212.2 (series). This policy does not have any significant or substantial exchange to existing record management requirements.
10. FORMS/REPORTS. None.



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Superintendent