



ST. PAUL COMPOSITE SQUADRON
CIVIL AIR PATROL
United States Air Force Auxiliary
2451 Kraft Street
South St Paul, MN 55075



8/16/19

Squadron Members and Parents,

I am writing to share our plans for a squadron field trip to Washington DC next summer. All aspects of the trip itinerary are subject to change, but the current plan is for the trip to be 29 July to 3 August 2020, with visits to at least 18 identified museums, monuments, and sites of interest. We also plan to visit the Civil War battlefields of Manassas and Gettysburg. The current list of sites can be found here: <http://www.stpaulcap.org/washington-dc-trip.html>

There are high expectations for cadets and senior members who will go on this trip:

- Cadets must be C/SSgt or higher and have encampment credit by departure date. Cadets will also be expected to have demonstrated consistent professional behavior at squadron meetings and activities, including refraining from horseplay and being actively engaged in squadron lessons and activities.
- Senior Members (including Cadet Sponsor Members, hereafter referred to simply as “senior members”) must have Level 1 completed, along with having Class B Blues or Aviator White (minimum basic uniform), and being eligible to drive both CAP-Owned and rental vehicles. Senior members must hold a current CAP first aid card. Senior members must also understand and agree that they are primarily on the trip to support the cadets, and that may entail missing portions of the tours and sites in order to support the trip logistics, or to care for hurt or sick cadets.
- Cadets and senior members must be able to walk at least 5 miles per day for 6 days, walk/stand for 8 hours with only short breaks.
- There will be a reading assignment prior to departure: The Killer Angels by Michael Shaara. Watching the movie “Gettysburg” is also highly encouraged.

For our past squadron field trips to Dayton and to the SAC Museum, we have relied on a 5-month fundraising cycle, with one CUB fundraiser per month. We have kept the out-of-pocket deposit payment for each participant to around 20% of the expected cost per person for these trips.

The cost of taking a significant number of cadets to Washington DC will likely far exceed what we can raise with a 5-month fundraising cycle, and even a 9-10 month cycle will likely not be sufficient by itself. Also, many cadets and senior members may not necessarily be able to

commit to the trip 9-10 months in advance, which would make staffing early fundraisers difficult. Therefore we have established a two-phase fundraising strategy:

The first phase will be from September through December 2019. There is one CUB bagging session scheduled per month. There are 12 cadet slots available per session, in 3-hour shifts. Cadets who wish to be eligible to register for the trip in January/February must work a minimum of 3 shifts during the first phase. Links to signups for these sessions are on the squadron website. If the slots are all full, let me know and we will work something out that is fair for everyone.

In January, we will assess airline ticket prices and determine the following:

- Finalize dates of trip around best airfares available and ability to execute most if not all of our planned itinerary.
- Finalize trip budget and amount needed to be raised for number of cadets who are committed to going.
- Determine up-front deposit amount due per cadet (tentatively expected to be \$150-\$200 per cadet) Scholarship assistance will be available for deposits if needed. Senior deposit amount may be somewhat higher due to double-occupancy for senior members versus quad-occupancy for cadets in double-queen hotel rooms.
- Determine how many senior members we need on the trip (based on number of cadets) and who they will be. Ideally we will have at least two female Senior Members and at least two male senior members. Final number to depend on number of cadets going and how many senior members are paying their own way.
- Wait-list processes for cadets and senior members.
- Set schedule for remaining fundraisers between January and the trip date, and how many shifts each trip participant must work in the second phase of fundraising.
- What additional development efforts may be needed (service club donation requests, grants, additional fundraising activities, etc.)
- What the deposit refund process can be for those who sign up and pay their deposit but then have to cancel after their plane ticket is purchased.

Once all of these factors are determined in January/February 2020, we will need to move quickly to receive deposits and purchase airline tickets. That deposit/registration process will likely be completed in 3 weeks or less, depending on the airfare situation.

We will continue the current squadron trip fundraising philosophy of “**everybody works, everybody goes**”. We believe that teaching cadets that working for what they want is an important part of their development as leaders and citizens, so all trip participants will be expected to work the fundraisers. However, the total cost of this trip (relative to our fundraising capacity) places a limit on the number of cadets who can participate, which leads us to the following special request for this trip: we know that we have squadron families for which a \$700 trip is not a major financial issue if planned for, and we have squadron families for which a \$150 deposit (or even a \$30 payment) can be a severe obstacle. *We request that senior members and cadets who can afford to pay for some or all of their own trip cost consider doing so, so that*

fundraising results can be directed towards bringing more St Paul cadets on this once-in-a-lifetime experience. We will share more about expected costs once the airfares are known in the January-February timeframe. We will also work to ensure that those who are paying a greater portion out-of-pocket benefit from the fundraising as well, so that the final trip cost results in a net-\$0 to the squadron bank account (not including scholarships).

If the 2020 airfares or other circumstances are such that a trip to Washington DC is not feasible, we will plan an alternate summer 2020 field trip, and shifts worked during the first fundraising phase will apply towards that alternate trip.

A guest at our 15 Aug meeting shared that they would like to contribute towards the trip costs, and asked how to do so. Checks can be written to “St Paul Composite Squadron”, and given to me or to our Finance Officer, Lt Juelfs. Comment line should say “DC Trip Donation”.

Several senior members have shared ideas about soliciting donations, either cash or in-kind, from their employers or other connections that they have. Such ideas are encouraged - please share them with me so that we can make sure that we pursue funding opportunities in compliance with CAP fundraising and donation solicitation requirements and practices.

As of this afternoon, we have 12 cadets and 4 senior members that have signed up for shifts in the first fundraising phase. There are many more cadets and seniors that have indicated to me that they are interested in the trip, so if you are interested, please get your name on the schedule ASAP and contact me if the slots you need are gone.

Please contact me with any questions you have about the field trip.

Best Regards,



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