



U.S. ARMY[®]

Army Donations Program Overview

BRIEFER:

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Army Donations Process Leader

US Army TACOM

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Today's Agenda

- Provide an **Overview** of the Army Donations Program Office (ADPO)
- Introduce new ADPO **Leadership Team**
- Request **Feedback** on ADPO program from the customer perspective (successes, challenges & recommendations)
- Announce New Process **Changes** under development
- Discuss importance of organization/post **Email** addresses
- Provide Donations Program **Contact Information**



Army Donations Program Office

Primary Mission Areas and Staff

Ceremonial Rifles

Jaquelyn Noell
 Katherine Stokes
 Ryan Gleason
 Maria De La Rosa
 Katherine Satchfield

Static Display

Rebecca Chodynieski
 Jacob Bauer
 Julie Curtis
 Greg Super

Digitization Effort / Mass Mailing Team

LaLonnie Gillespie
 Rachelle Booth
 Hannah Feys
 Christopher Paul
 Jonathan Pachla

Database Analysis

Bertha Davidson

Workloading

Carrie Williams



Army Donations Program Customer Base

National Veteran Service Organizations



Cities & Municipalities

Law Enforcement

National Cemeteries

Museums

Museum Defined: A formal institution organized for educational or historical purposes; exhibits assets to the public on a regular basis; open at least a minimum of 1,000 hours per year; nominal or no charge; employ at least one full-time qualified staff member; dedicated to the acquisition, care, and public exhibition of objects. Some examples that are NOT considered museums: Battle re-enactors; Air Show participants; Institutions which store and maintain assets for periodic use (i.e.: parades & special events)

9-11 Memorial Museum

Tulsa Air and Space Museum

Lyndon Pioneer Museum

The Henry Ford Museum



Key Regulatory Authority

10 USC § 2572 Documents, Historical Artifacts, & Condemned or Obsolete Combat Material

PUBLIC LAW 111-383—JAN. 7, 2011, 124 STAT. 4196, § 2790. Recovery of Improperly Disposed of Department of Defense property

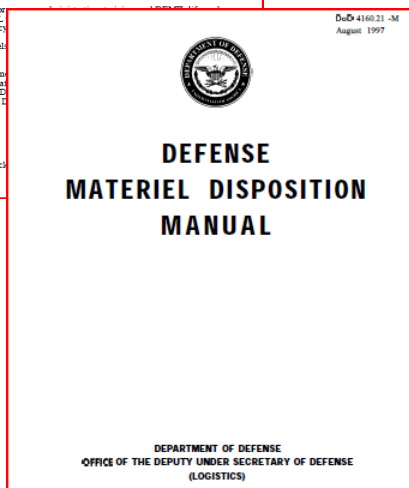
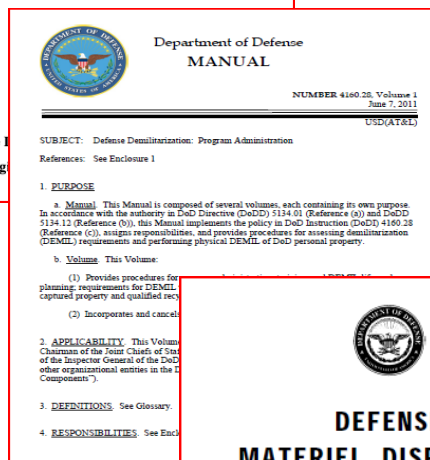
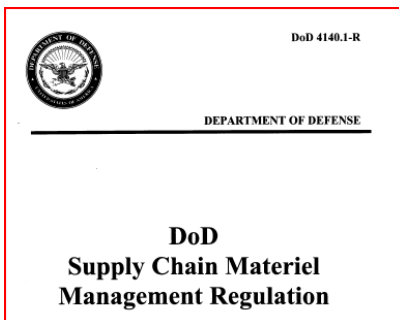
AR 700-131 Loan, Lease, and Donation of Army Material

DoD 4160.21-M Defense Materiel Disposition Manual

DoD 4140.1-R DoD Supply Chain Materiel Management Regulation

ASA Memo Jun 1, 2013 Loans, Leases and Donations of Army Material

TACOM AMSTA-LCL-IWD Limited Demilitarization Instructions



Army Donations in the Law: 10 USC §2572

10 USC §2572 Documents, Historical Artifacts, & Condemned or Obsolete Combat Material

.... the United States may not incur any **expense** in connection with a loan ... including any expense associated with demilitarizing an item ... for which the recipient of the item shall be responsible ...





Army Donations Program Mission

TACOM is the **Army Executive Agent** for the **Army Ceremonial Rifle** & **Army Static Display** programs

- Determine if requesting customers are **Qualified** for program
- Verify **availability** of Army asset(s)
- Issue Army assets **Conditionally**
 - **Rifles**: Enable providing of Military Honors (*21-gun salutes*) to the Nation's fallen service members.
 - **Static**: Enable displaying of Symbols of Remembrance for those who served to preserve the Nation's commitment to freedom throughout the world.
- Coordinate **returns, quantity adjustments** and **answer questions**
- Monitor **usage** of Army assets
- Investigate **losses** and possible **misuses** of Army assets
- Maintain **inventory accountability** of issued assets





Army Donations Program: **Ceremonial Rifles**

Qualification Checklist Documents

Recognized Veterans Organizations or Law Enforcement

- Certificate of Arms Storage
- Certificate of Compliance with Title 10 USC §7683
- Ceremonial Rifle Inventory
- Privacy Act

Non-Recognized Veteran's Organization

- Certificate of Arms Storage
- Certificate of Compliance with Title 10 USC §7683
- Ceremonial Rifle Inventory
- Privacy Act
- State and Federal Charter
- Certificate of Federal tax Exemption
- Origination Officer Listing
- Certificate of Assurance of Compliance with title 6, Civil Rights Act
- Copy of Bylaws

Submit along with the Checklist via Email:

usarmy.detroit.tacom.mbx.ilsc-donations@army.mil



Army Donations Program: Ceremonial Rifles

DO:

- **Report Triennially** (once every 3-years)
- **Contact local Law enforcement** to report lost/stolen/damaged Weapon (provide copy of report to ADPO)
- Request to **return Weapons** when no longer needed -- or when closing down/going defunct
- Report only **“your”** issued/deeded rifles
- **Before** combining posts/detachments, contact APDO for disposition of rifles
- The Organization issued assets is **responsible** for them
- Perform sensitive item **inventory** often
- **Clean** your weapons!

DON'T:

- **Lose accountability** of your Rifles!
- Go shut down (go defunct) and **not return Ceremonial Rifles** back to the Army!
- **Display rifles** in glass cases in posts/detachments (they are not for static Display)

**DO NOT SELL
AT ANY TIME!!**



Army Donations Program: **Ceremonial Rifles**

Blank Ammunition Requests

Blank Ammunition Requests are processed through the **Army's Joint Munitions Command (JMC)**

HQ Joint Munitions Command
ATTN: AMSJM-MLD
2695 Rodman Ave
Rock Island, IL 61299-6000

Phone TOLL FREE: **877-233-2515**

usarmy.ria.jmc.mbx.carq@army.mil





Army Donations Program: **Ceremonial Rifles**

Required Documentation for ADPO Ceremonial Rifles

ISSUE: **Conditional Deed of Gift**

- Required upon issue.

RETENTION: **Ceremonial Rifle Inventory**

- Required upon Receipt of Ceremonial Rifles & also every three (3) years thereafter (*Tri-Annually*) until assets are no longer required and returned.

Forms can be downloaded from the ADPO website
<https://www.tacom.army.mil/ilsc/donations/>



Army Donations Program: **Ceremonial Rifles**

Obtaining Disposition for RETURNS of Rifles

- Contact ADPO (email / call / mail) to request the return of Ceremonial Rifles; disposition will be provided.
- Prepaid labels and boxes will be provided for rifles to be returned to the Civilian Marksmanship Program.

Do NOT ship rifles to TACOM Headquarters!

- At this time, Ceremonial Rifles can be returned at no cost to organizations.





Army Donations Program: **Static Displays**

Required Documentation for ADPO Static Assets

ISSUE: **Conditional Deed of Gift**

- Required upon Issue and if the Display Site is relocated.

RETENTION: **Annual Certification & Current Photograph**

- Required every year (**Annually**) as long as the organization retains the asset(s). Inventory documents typically due on the anniversary date of the issue date.

OTHER: **Certification of Demilitarization or Photographic Proof**

- Required to confirm equipment has undergone limited demilitarization process. This certification must be resubmitted if any demilitarization actions were reversed in order to transport asset to a different location.

Forms can be downloaded from the ADPO website

<https://www.tacom.army.mil/ilsc/donations/>



Army Donations Program: **Static Displays**

Qualification Checklist Documents

Veteran Service Organizations

- National Headquarters Endorsement Letter
- Ceremonial Rifle Inventory
- Privacy Act Notice
- Annual Certification of Army Material Status w/photo (static already on display)
- Photographs of Proposed Site
- Map of Local Area/GPS Coordinates
- Land Owner Approval**

Municipalities/Cities and Museums

- Certificate of Incorporation
- Copy of Approved Minutes or Resolution
- Privacy Act Notice
- Annual Certification of Army Material Status w/photo (static already on display)
- Photographs of Proposed Site
- Map of Local Area/GPS Coordinates
- Land Owner Approval**

** (If the display will be located on municipal property, you are required to provide a copy of the board approval (i.e.: council minutes or resolution) from the City/Township Council, County Board of Commissioners, and/or other appropriate law-making governing body. This document will state the governing body will allow the placement of the Army asset on publicly owned land (equipment cannot be placed on privately owned property).



Army Donations Program: **Static Displays**

DO:

- Report **Annually** to include Pictures
- Contact local Law Enforcement to report **lost/stolen/damaged** Static displays (provide copy of report to ADPO)
- Request to **return** static when no longer needed or closing down (going defunct)
- Report only **“your”** issued/deeded static asset
- **Before** combining posts/detachments contact APDO for disposition of static
- The Organization issued assets is **responsible** for them
- Safety first! **DEMIL** your display: hatches welded, breach blocks welded, gun tubes cemented or capped
- Keep your static display looking appropriate; paint and condition should be up to standard and be representative of the U.S.A. & military

DON'T:

- Move or **transfer asset** to another detachment / post without contacting ADPO
- Shut down (go defunct) and not request **return** of the static display
- Do not **trailer** static around for display
- Do not **cut** welds on hatches, breach blocks, doors or ramps
- **Leave** asset unattended in a field/yard/parking lot and allow to rust beyond repair
- Participate in **Parades** with static pieces

**DO NOT SELL
AT ANY TIME!!**





Army Donations Program: **Static Displays**

Obtaining Disposition for RETURNS of Static Equipment

- Contact ADPO (email / call / mail) with a request for static asset return disposition instructions.
- Provide a CURRENT photograph of the asset.
- Indicate any time constraints that may affect the return / redistribution – such as impending display site property sale, closure of post, consolidation, etc.
- If post sells property before asset is removed, the purchase agreement should include an acknowledgement that the equipment is United States Army property and is NOT included as part of the sale.

IMPORTANT NOTE: Organizations should **request disposition** as soon as they no longer require or can no longer maintain the asset. Advanced notice of 6-months is preferred.





Army Donations Program Website

Helpful information can be found on our ADPO website:

- Static Display and Ceremonial Rifle Program Information
- Blank Forms
- Information Fact Sheets
- Checklists
- Program Qualification
- Certification
- DEMIL
- Privacy Act
- Paint Formulas
- Frequently Asked Questions

<https://www.tacom.army.mil/ilsc/donations/>





Army Donations Program Update

RECENT LEADERSHIP CHANGES

- **Former ADPO Chief (Ms. Audrey Clarke) has retired**
- **New Leadership Team is now in place**
 - Mr. Robert Speare, ADPO Group Leader
 - Ms. Jaime Albers, ADPO Process Leader
- **TACOM Commanding General (MG Darren Werner) strongly supports the ADPO program and is encouraging program innovation & implementation of improved processes**





Army Donations Program Feedback

- To determine how best to streamline and improve the program, constructive **feedback is needed** from the program's most valued customers:
 - ✓ What parts of the ADPO program do customers like **best**?
 - ✓ How could the ADPO program **improve**?
 - ✓ What **frustrates** your members when dealing with ADPO?
 - ✓ What are your **ideas, suggestions** or **comments**?
 - ✓ How could your organization **help us** to **help you**?





Army Donations Program Changes

- One important ADPO innovation currently being fielded is a system for submitting **online** Annual Static Display and Tri-Annual Rifle Inventories
- This new process saves customers time, energy & money when submitting ADPO inventory documents for Ceremonial Rifles and Annual Static Display Certification:
 - ✓ Customers receive an **email** with a link to online inventory site and access key code
 - ✓ Each post's Rifle Serial Numbers, Models and Manufacturer data are **auto-populated** to help reduce errors & rework
 - ✓ Each detachment/post's Static Display Equipment is **auto-populated** to help reduce errors & rework
 - ✓ **Reduction** of Postage and Notary Public costs for Army Donations asset compliance
 - ✓ GOAL: **Improved** ADPO processing speed and turn-around time
- Organization/Post **Email addresses** are essential! Ensure each of your detachments have (*or are assigned*) email addresses and provide the Donations Office a listing.



New Donations Inventory Certification Site



https://ilsc.tacom.army.mil/donations



Donations Certify

[Home](#) [Contact](#)

YOU ARE ACCESSING A U.S. GOVERNMENT (USG) INFORMATION SYSTEM (IS) THAT IS PROVIDED FOR USG-AUTHORIZED USE ONLY

By using this IS (which includes any device attached to this IS), you consent to the following conditions:

- The USG routinely intercepts and monitors communications on this IS for purposes including, but not limited to, penetration testing, COMSEC monitoring, network operations and defense, personnel misconduct (PM), law enforcement (LE), and counterintelligence (CI) investigations.
- At any time, the USG may inspect and seize data stored on this IS.
- Communications using, or data stored on, this IS are not private, are subject to routine monitoring, interception, and search, and may be disclosed or used for any USG-authorized purpose.
- This IS includes security measures (e.g., authentication and access controls) to protect USG interests--not for your personal benefit or privacy.
- Notwithstanding the above, using this IS does not constitute consent to PM, LE, or CI investigative searching or monitoring of the content of privileged communications, or work product, related to personal representation or services by attorneys, psychotherapists, or clergy, and their assistants. Such communications and work product are private and confidential. See User Agreement for details.

Continue

Army Donations Program Office



Copy & Paste Emailed Access Key Code



https://ilsc.tacom.army.mil/donations/Home/Index



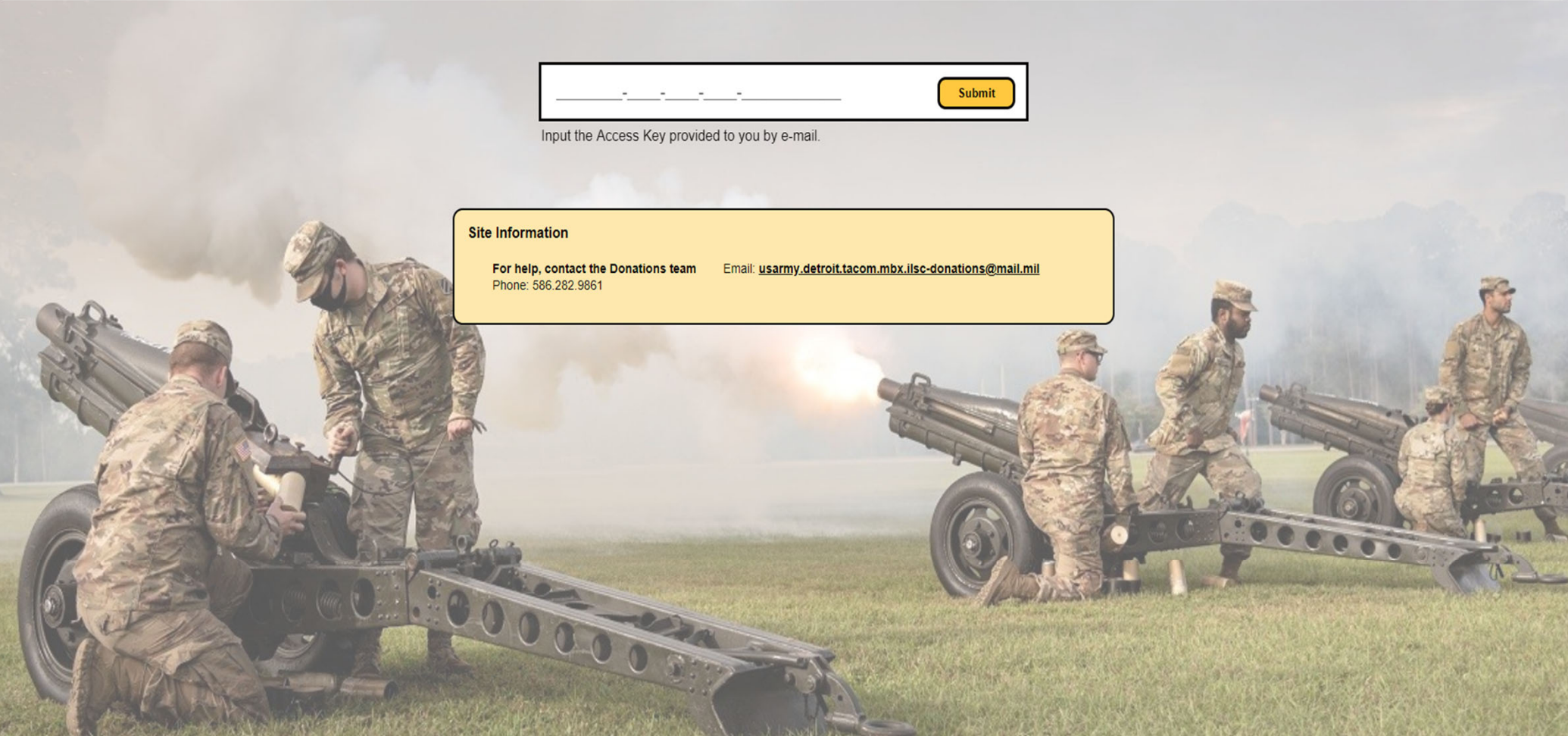
Donations Certify

Home Contact

Input the Access Key provided to you by e-mail.

Site Information

For help, contact the Donations team Email: usarmy.detroit.tacom.mbx.ilsc-donations@mail.mil
 Phone: 586.282.9861



Army Donations Program Office





Inventory Status Certification

Donations Certify

Home Contact

Welcome American Legion Post #25 - Mickibben Mosher Post, Please certify

Please review all listed inventory information and verify that you had the listed items.

1. If you do not have the item **DO NOT** check verified.
2. If an item is missing click add a line and fill out the fields to the best of your knowledge and check verify.
3. For returns or replacement leave a note in the comments next to the item you wish to return/replace.
 1. **Note:** Statics can only be returned.

Submit once all items have been reviewed.

STATIC

| Verify | Model | Serial # | Nomenclature | Item Condition | Comments |
|--------|-------|----------|--------------|----------------|----------|
|--------|-------|----------|--------------|----------------|----------|

Add Static

RIFLE

| Verify | Model | Manufacturer | Serial # | Nomenclature | Comments |
|--------------------------|-------|--------------|----------|------------------------------------|----------|
| <input type="checkbox"/> | M1 | Springfield | 1121498 | Ceremonial, Rifle, Cal. 30, Garand | |
| <input type="checkbox"/> | M1 | Springfield | 4253930 | Ceremonial, Rifle, Cal. 30, Garand | |
| <input type="checkbox"/> | M1 | Springfield | 277530 | Ceremonial, Rifle, Cal. 30, Garand | |
| <input type="checkbox"/> | M1 | Springfield | 2562263 | Ceremonial, Rifle, Cal. 30, Garand | |
| <input type="checkbox"/> | M1 | Winchester | 2422649 | Ceremonial, Rifle, Cal. 30, Garand | |
| <input type="checkbox"/> | M1 | Springfield | 3608942 | Ceremonial, Rifle, Cal. 30, Garand | |
| <input type="checkbox"/> | M1 | Springfield | 4254033 | Ceremonial, Rifle, Cal. 30, Garand | |
| <input type="checkbox"/> | M1 | Springfield | 1630445 | Ceremonial, Rifle, Cal. 30, Garand | |
| <input type="checkbox"/> | M1 | Springfield | 1059353 | Ceremonial, Rifle, Cal. 30, Garand | |
| <input type="checkbox"/> | M1 | Springfield | 4380762 | Ceremonial, Rifle, Cal. 30, Garand | |

Add Rifle

Certify





Army Donations Contact Information

Website:

www.tacom.army.mil/ilsc/donations/

Email Address:

usarmy.detroit.tacom.mbx.ilsc-donations@army.mil

Office Telephone Number: 586-282-9861

Address:

ADPO, ATTN: AMTA-LCL-IWD MS:419D, 6501 East 11 Mile Road, Detroit Arsenal, MI 48397-5000





Thank You for your time!

Any Questions?

