Army Donations Program Overview

BRIEFER:
Jaime Albers
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 Chodyniecki
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


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

DoD 4160.21-M Defense Material Disposition Manual

DoD 4140.1-R DoD Supply Chain Material 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
   o Required upon issue.

 RETENTION: Ceremonial Rifle Inventory
   o 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.
Required Documentation for ADPO Static Assets

ISSUE: Conditional Deed of Gift
  o Required upon Issue and if the Display Site is relocated.

RETENTION: Annual Certification & Current Photograph
  o 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
  o 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).
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

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
UNCLASSIFIED

Copy & Paste Emailed Access Key Code

Donations Certify

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

Site Information
For help, contact the Donations team
Phone: 636.282.9561
Email: usarmy.detroit.tacom.mbx.ilsd-donations@mail.mil
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?