

Military equipment

Be advised that all requests for surplus military equipment must first go through your department headquarters and then to The American Legion's Washington office (Director, National Security Division, American Legion National Headquarters, 1608 K St. NW, Washington, DC 20006) to verify the legitimacy of the post making the request.

Regulations, procedures and prices for obtaining blank ammunition, surplus rifles and other military equipment available for donation are subject to change without notice.

The U.S. Army TACOM website, tacom.army.mil/ilsc/donations, is a good source for questions on the military weapons and equipment program. It has a "frequently asked questions" section for reference purposes.

The department and the Washington office may only handle requests from chartered American Legion posts in good standing that have accountability and storage procedures for firearms and munitions which are in accordance with local and state laws. Posts will make requests through their department headquarters. (See mylegion.org for the Request for Ceremonial Rifle(s) and/or Ammunition form. If your post does not have access to mylegion.org, contact your department headquarters for forms.) A copy of the request form is also found in the *Department Adjutant's Administrative Manual*. The post must attach the form to post letterhead stationery with the post commander's or adjutant's signature. This should be sent to department headquarters for submission to the Washington office.

Departments must verify the eligibility of the post and validate current weapons and munitions accountability and storage procedures. Once verification by the department is complete, the request is forwarded to the Washington office, which forwards it to the appropriate agencies for processing. When requests are made to congressional offices or other military departments without proper verification and endorsement, the acquisition process slows. Separate letters must be sent for each type of equipment requested. If both rifles and ammunition are needed, separate requests should be forwarded to the department and then to the Washington office, as two different government agencies – the Joint Munitions Command in Rock Island, Ill., and U.S. Army TACOM (Life Cycle Management Command) in Warren, Mich. – will be handling the items.

These requirements are set forth in new policies and procedures established by the Army. Any correspondence lacking any of these items will be returned to the post and cause a delay in processing. Posts are reminded that equipment donated by the Department of the Army to American Legion posts remains the property of the U.S. Army. Transfer of any equipment obtained through the Ceremonial Rifle and Static Display Program is unauthorized without the written permission of TACOM.

Once TACOM receives the properly endorsed request (forwarded to it by The American Legion's Washington office), processing will begin and an eligibility package will be sent to the post. The package will include the checklist and forms required for completion by the post commander or adjutant. Return the original forms to TACOM. At this time, it takes approximately 90 days for rifles to be shipped after receipt of the eligibility requirements from the post.

Forms in the eligibility package are also explained and found on TACOM's website, tacom.army.mil/ilsc/donations.

- **Conditional Deed of Gift.** This deed is a contract between the post and the Army, outlining responsibilities concerning the retention, maintenance and conditions for the rifles. The ranking post official is required to sign the deed, have it notarized and send the original to the Army Donations Program Office. The deed also is proof that the requesting post is authorized to be the custodian for the ceremonial use of the U.S. Army-owned rifles. This document is required prior to the shipment of ceremonial rifles or prior to the issue of blank ammunition.

- **Ceremonial Rifle Inventory Form.** It is a requirement to record the model, manufacturer and serial number of each and every weapon received within 30 days of receipt. This allows for an accurate record and catalog of the U.S. Army rifles in your possession. In the unlikely event of a theft or loss of a weapon, the inventory aids in the accurate reporting of the missing weapon(s) to the local law enforcement agency for investigation. **NOTE: It is a requirement to report the loss of any weapon to the appropriate local authorities and to the Army Donations Program Office within 24 hours of discovery.**

The Ceremonial Rifle Inventory Form is also used as the required reporting document. The inventory confirms the membership of the post has possession of the U.S. Army rifles, they wish to retain them, and they are properly caring for them. If at any time the post wishes to return the rifles, the form may be used for that purpose. **The form should be resubmitted every three years based upon the agreement date of the Conditional Deed of Gift.**

The Army Donations Program Office may require additional documentation to qualify the organization to receive or to retain U.S. Army rifles, which is determined on a case-by-case basis.

Posts receiving surplus equipment, rifles, static display items, etc., can expect periodic inspections to assure accuracy of donor information and compliance with the terms of this Conditional Deed of Gift, the proper storage and handling of such items, etc. **Ceremonial rifle inventories are conducted at the time of issue (submit Conditional Deed of Gift) and then every three years or as requested on a Ceremonial Rifle Inventory Form; static displays are conducted at the time of issue and every year or as requested.** This program is at no cost to the government, and even though posts have paid for handling, shipping, packaging, crating, etc., the items are on “conditional loan” from the Department of the Army.

Posts being considered for cancellation – The department must verify that the post has no military equipment (static, rifles or munitions) on loan from the government. If so, proper procedures must be followed for return prior to recommendation of the cancellation.

Rifles

Under the provisions of Public Law 1028, Title 10, U.S. Code (USC) 4683, the Secretary of the Army, under regulations prescribed, may conditionally lend or donate excess M-1 rifles (not more than 15 per organization), slings and cartridge belts to any eligible organization for use by that organization for funeral ceremonies of a member or former member of the U.S. Armed Forces, and for other ceremonial purposes. The American Legion is authorized to handle requests only from chartered American Legion posts in good standing. The Army Donations Program Office in Warren, Mich., is responsible for issuing and the management of rifle distribution for ceremonial use. Title 10, USC 4683 allows conditions to be imposed on the use of the rifles as may be necessary to ensure security, safety and accountability. The Secretary of the Army may impose such other conditions as considered appropriate.

A post with more than 15 ceremonial rifles is required to return to the Army the balance of the rifles to be in compliance with federal law. In such cases, the post will request disposition instructions from the Army Donations Program Office. No further ceremonial rifles or ammunition will be issued until the post is compliant.

A post wishing to obtain rifles for ceremonial use must forward its request through its department headquarters to The American Legion’s Washington office. The request form found in the current edition of the *Department Adjutant’s Administrative Manual*, requires a physical address (not a P.O. Box number), a telephone number, a contact person, the number of active members, and the post commander’s or adjutant’s signature. State the number of rifles desired, up to a maximum of 15. Failure to include any requirement will result in the letter of request being returned to the post. The request is endorsed by the department adjutant and The American Legion’s Washington office of the National Security Division director, stating that the post is chartered and in good standing and eligible to participate in the ceremonial rifle program. It is forwarded to **U.S. Army TACOM Life Cycle Management Command, Attn:**

AMSTA-LCL-IWD, M/S: 419D, 6501 East 11 Mile Road, Warren, MI 48397-5000 for processing. Emails are sent to **usarmy.detroit.tacom.mbx.ilsc-donations@mail.mil** and the Army Donations Program general office telephone line is **(586) 282-9861**. You are required to leave one voicemail message. Your call is returned in the order of receipt within three business days. Email requests cannot be processed, as the signed original document must be forwarded. For more information, go to the Army Donations Program website at **tacom.army.mil/ilsc/donations/index.html?p=rifle**.

Currently, surplus M1 Garand rifles are available for ceremonial use on a conditional basis. These rifles are shipped from the Civilian Marksmanship Program. Normal overnight FedEx Ground delivery is between 9 a.m. and 5 p.m. Monday through Friday. **Ceremonial rifles remain the property of the U.S. government. The rifles cannot be loaned, sold, transferred or given to anyone else without the written approval of the Army Donations Program office.**

If for any reason the post no longer requires the use of the conditionally loaned rifles, submit a written request to **U.S. Army TACOM Life Cycle Management Command, Attn: AMSTA-LCL-IWD, M/S: 419D, 6501 East 11 Mile Road, Warren, MI 48397-5000**. NEVER return any weapons to TACOM.

In most cases, the Army Donations Program Office will request prepaid shipping labels, which are sent to the requester from the Civilian Marksmanship Program to assist with the return of rifles. After the rifles are returned, provide a copy of the receipt to TACOM for validation of the return. In turn, it will send a letter to absolve the post of responsibility and accountability for the returned rifles.

If rifles are no longer in the possession of the post, it is a requirement to state what happened to them. Either a police and/or fire department report or notarized statement signed by the commander describing the circumstances surrounding their loss and the action(s) taken to recover the rifles is required. Send this information to TACOM for review. After review, a determination is made as to the liability for the missing/lost/stolen rifles. The post will be notified if reimbursement costs are required. An inventory is required every three years from the date of issue or upon request. All care and maintenance of the conditionally loaned rifles is the post's responsibility.

Slings are not provided through the Army Donations Program Office. The post may order them from Amherst Arms or Fulton Armory. Contact Amherst Arms at **(941) 475-2020** or **amherst-depot.com**, or Fulton Armory at **(301) 490-9485** or **fulton-armory.com**. The Army does not endorse any specific commercial source for rifle accoutrements.

Storage and security of ceremonial rifles

Storage of the ceremonial rifles is at the discretion of the post as long as it complies with local, state and federal regulations. The organization lists the storage location on a completed Certificate of Arms Storage form submitted and on file at TACOM. If there is a change, notify TACOM in writing.

Damaged or unserviceable M1 rifles

If M1 Garand rifles are no longer functioning, the post is required to have a licensed gun dealer or an armorer certify the serviceability of each weapon in question. The post must provide a report by model, manufacturer and serial number detailing what is wrong with each rifle and how much it costs to fix it with respect to shooting blank ammunition. TACOM will determine if the cost to repair exceeds the cost to refurbish and ship replacement rifles to the post. If it does not, the post is required to pay for the repair costs.

Blank ammunition

American Legion posts needing blank ammunition for ceremonial purposes can be assured of the best possible service on requests, if they comply with the following instructions:

1. Direct a "Request for Ceremonial Rifle(s) and Ammunition" form through department headquarters to the Washington office as outlined above.

2. Ammunition is now provided free of charge. Do not send checks or money orders.
3. It is preferred the ammunition be shipped to a residential address (not necessarily the commander or the adjutant's address) and not to the post. Provide a home delivery address (and a P.O. Box number if applicable) in your written request along with a phone number for that residence or current cell phone number. Indicate the amount of ammunition you wish to order (one case of 1,240, two cases of 2,480). If you do not specify, you will receive only one case. If you order 8-rd clips, specify the quantity required. Clips are shipped in multiples of 25 (minimum) up to 100. If you order clips and do not specify the quantity, you will receive 25.
4. Currently, the only storage facility handling blank ammunition is in Missouri; orders will be shipped from there. You should receive a letter indicating your order has been processed along with a tentative ship date. Orders are usually received within five working days after shipment. FedEx Ground will not call you to let you know it is on the way to deliver. A signature is required upon delivery. No orders should be left at the door without a signature. If your post also requested 8-rd clips, be advised that the clips ship from a different location than the blank ammunition.
5. Upon receipt of the above information from a post and verification by the department, The American Legion's Washington office will endorse the request, stating it is a chartered post in good standing and eligible to participate in the program. The request, with endorsement, will be forwarded to Rock Island, Ill., for processing. No further correspondence should be necessary.

Do not make multiple requests (ammunition, rifles and static display equipment) in the same letter, as each request must be sent to a different agency. You can request clips through Rock Island, Ill., with your ammunition request. State this in the request. Clips are also provided free of charge.

Issue of cartridge caliber .30 blank and clips

Only authorized organizations that have been issued weapons through the Ceremonial Rifle Program at U.S. Army TACOM Life Cycle Management Command in Warren, Mich., are authorized to order and receive blank ammunition and/or clips. If you have privately owned weapons or borrow weapons from another organization, your organization is not eligible to receive blank ammunition and/or clips through this program.

The use of ammunition obtained from sources other than the Joint Munitions Command is prohibited, as it may result in damage to the rifle. More importantly, it could cause harm or serious injury to the user.

NOTE: The Rock Island, Ill., office will respond only to requests for caliber .30 blank ammunition or clips from an officer of the post.

Your request for forms to order blank ammunition and/or clips can be by letter, fax, phone call or email. Request forms must provide a home mailing address, the officer's phone number, the post number, the post's city and state, and an email address (optional). Forms are sent to the officer's residence, not to the post. A new form must be requested each time you need to order blank ammunition and/or clips. It prefers to ship ammunition to a residential address, not to the post.

- Ammunition sent is 1,240 rounds (two metal cans in a wooden box).
- Quantity is limited to two boxes (2,480 rounds) of ammunition.

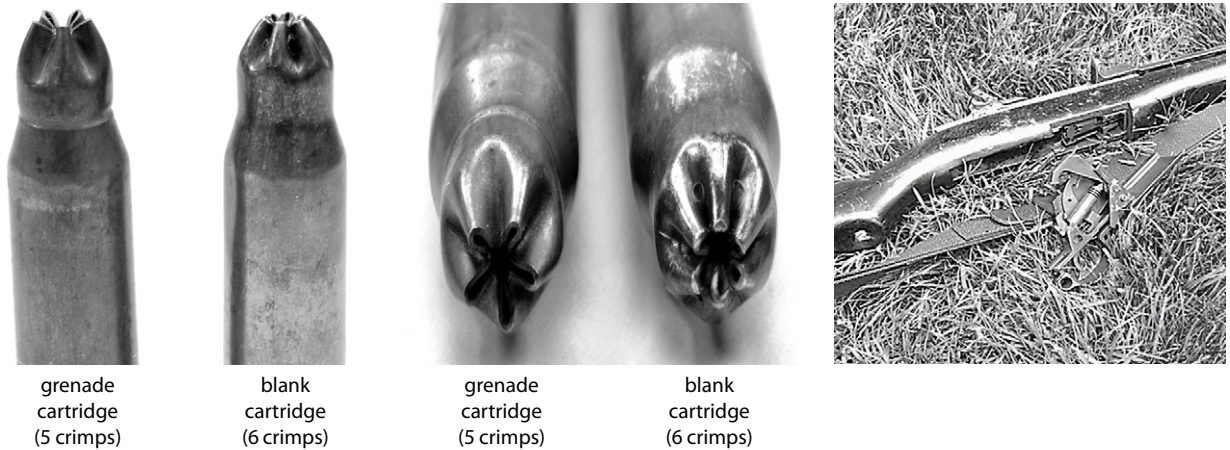
Address your request for issue of AMSJM Form 725-2 to **Commander Joint Munitions Command, Attn: D Folland / MMD, 2695 Rolland Ave., Rock Island, IL 61299-6000**, call **(309) 782-4608** or toll free **(877) 233-2515**, fax **(309) 782-7292**, or email **Dawn.L.Folland.civ@mail.mil**.

Do not send money or checks. Ammunition and clips are provided free of charge (no shipping and handling). All ammunition will be shipped via FedEx Ground from Lake City Army Ammunition Plant in

Independence, Mo., per direction from Rock Island Arsenal. Normal delivery is between 9 a.m. and 5 p.m. Monday through Friday. A signature is always required upon delivery.

Ammunition safety

In May 2013, two M1 Garand rifles blew apart during the rendering of funeral honors at the Ohio Western Reserve National Cemetery. As a result, two American Legion members received serious injuries. This mishap was caused by the inadvertent use of .30 caliber grenade cartridges instead of .30 caliber blank cartridges. The significant physical difference between the two is that blank cartridges have six crimps and grenade cartridges have five crimps.



- **Do not fire .30 caliber grenade cartridges in the M1 Garand rifle.**
- **Only .30 caliber blank ammunition received from U.S. Army Joint Munitions Command should be fired.**
- **If an organization's ammunition pedigree is unknown, that ammunition should be inspected for the presence of grenade cartridges.**

Direct questions pertaining to this issue to Robert Weissman, U.S. Army Armament Center (ARDEC), Picatinny Arsenal, N.J., at (973) 724-3056 or robert.j.weissman.civ@mail.mil.

Policy and procedure for acquisition of combat equipment for display and monumental purposes

The Army Donations Program Office may also conditionally provide obsolete or condemned Army combat equipment, such as decommissioned tanks, vehicles and artillery pieces, under the provisions of Public Law 100-456, Title 10 USC 2572. Equipment is for static display only and items are not issued in working condition. This program does not have jeeps or vans for driving. Jeeps are currently no longer available to the public. The Army Donations Program Office website is tacom.army.mil/ilsc/donations/index.html?p=static.

All requests for tanks, field artillery pieces, mortars, etc., should be directed to your department headquarters for verification of a post in good standing and then to **Director, National Security Division, The American Legion, 1608 K St. NW, Washington, DC 20006**. This office is only authorized to process requests from American Legion posts approved and verified as posts in good standing by their department. Requests are to be made on post letterhead and list the post name and number, physical address (not a P.O. Box number), telephone number, name of contact person, number of active members in the post, and the signature of the post commander or adjutant.

Conditional donations of obsolete, condemned combat equipment for display are made at no expense to the government. The costs for construction of a display site, limited demilitarization, removal of radiological material (when applicable), release and transportation must be paid by the requesting organization.

For a display site, do not prepare a pad until notified in writing by the donations office. Once the Washington office receives the request for a piece of equipment, it will be endorsed, stating the post is chartered, in good standing and eligible to participate in the program. The request is forwarded to the Army Donations Program Office at TACOM in Warren, Mich. The Washington office does not have any forms or information as to what is available.

Once TACOM receives a request, it prepares an official packet and sends it to the post. The post then reviews all rules, regulations and requirements, and makes a final decision if the equipment is still desired. Unfortunately, at this time, Army equipment is not readily obtainable for use as a conditional static donation. It is recommended a post submit its initial eligibility requirements to the donations office to remain in an open status for a period of three years. If an asset does not become available within three years, the request is canceled and your post will have to reapply.

The post is responsible for maintaining and displaying the Army asset in a way that honors and upholds the image of the United States, its military and veterans. The post is required to submit an annual certificate and a photograph of the displayed item on the anniversary date of the conditional issue. In the event your organization no longer has a requirement to display the item, you are required to contact the Army Donations Program Office for turn-in procedures. Posts are not authorized to loan, sell, transfer, move, abandon or give the asset to any other individual or organization.

The American Legion and American Legion Auxiliary Poppy Program

The official flower of The American Legion is the poppy. As a nationally recognized symbol of sacrifice, the poppy is worn to honor the men and women who served and died for their country in all wars. Every May, Legion, Auxiliary and SAL volunteers distribute millions of bright red crepe paper poppies for contributions to assist disabled and hospitalized veterans. As the oldest and most widely recognized American Legion and American Legion Auxiliary program, this campaign provides multiple benefits to veterans and their communities.

Resolution No. 20, "The American Legion Poppy Program," passed by the National Executive Committee in May 2013, outlines the proper use, manufacture and distribution of the poppies and raised funds. All funds are to be used for honorably discharged U.S. veterans; for the welfare of veterans' families; for the rehabilitation of hospitalized military personnel returning home and awaiting discharge who require treatment in service hospitals; and for the welfare of veterans, active military personnel and their families where financial and medical need is evident. Priority is to be given to veterans first in the manufacture of poppies.

All American Legion posts and SAL squadrons are encouraged to establish a poppy program following the guidelines and procedures established by their respective departments.

Per Resolution No. 4, passed by the National Executive Committee in October 2016, The American Legion and American Legion Auxiliary advocate for a congressional declaration establishing National Poppy Week, starting the Monday before and continuing through Memorial Day, to bring greater significance to the poppy as a symbol of veterans' sacrifices for freedom.

HOW TO WRITE A RESOLUTION

Because resolutions adopted by your membership represent formal expressions of the official opinion or will of the post, extreme care should be devoted to both their preparation and thought content. The following guidelines and suggestions relate primarily to the form your post's resolutions should take, rather than their content. However, when considering resolutions, keep in mind that any proposal transmitted beyond your post and within the organization of the Legion must be "germane" – that is, closely related to the purpose for which The American Legion exists.