

**United States Army Donations Program  
Qualification for Donation of Combat Materiel**

**Information Page**

Please complete the following questionnaire and return this form with the required documents outlined below:

Full Name of Organization (ORG): \_\_\_\_\_

ORG Physical Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Telephone Number: \_\_\_\_\_ FAX Number: \_\_\_\_\_

ORG E-mail Address: \_\_\_\_\_

ORG Mailing Address (if different than above): \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

ORG Representative (REP): \_\_\_\_\_

Contact Information (If Different than above), Telephone Number: \_\_\_\_\_

Contact E-mail Address (If Different than above): \_\_\_\_\_

Name of Organization that owns the display site: \_\_\_\_\_

Address of Display site (if different from ORG): \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

GPS Display Site Coordinates: \_\_\_\_\_

Type of Combat Equipment being requested (**check only one**):

Tracked Vehicle     Towed Artillery     Helicopter     Any Combat Material

Size Restrictions, maximum Length and Width: \_\_\_\_\_ Feet x \_\_\_\_\_ Feet

Do you currently possess combat equipment as static display?    \_\_\_\_ Yes    \_\_\_\_ No

\_\_\_\_\_  
REP's Signature

\_\_\_\_\_  
Date

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**Acknowledgements Page**

Please read the following conditions and initial after each.

- (1) Combat Material issued to your organization cannot be loaned, sold, transferred, given to or used by any other organization. This equipment remains the property of the United States Government and must be returned to the US Army when no longer needed by your organization. \_\_\_\_\_ **(Initial)**
  
- (2) **Our program does not maintain a stockpile of equipment.** The availability of any Army equipment for use as a static display is very limited as most pieces come from organizations that are closing or combining with others. As such, there is an extensive wait time of, potentially, several years. \_\_\_\_\_ **(Initial)**
  
- (3) Requests made by organizations that are not in compliance with the terms or conditions of previous donations received from this office will not be processed until compliance issues are resolved. \_\_\_\_\_ **(Initial)**
  
- (4) Multiple factors are assessed when determining how equipment is distributed to qualified organizations. Factors include the age of the request, type of item requested, number of items already issued to the requesting organization, size restrictions, item location, organization's funding, and the urgency of item relocation. \_\_\_\_\_ **(Initial)**
  
- (5) Combat Material issued to your organization may not be transferred to or displayed on private property. \_\_\_\_\_ **(Initial)**
  
- (6) **Organizations are responsible for all costs regarding static display equipment, which can potentially exceed several thousand dollars.** The possible costs include all release, demilitarization, display site preparation and transportation fees associated with the conditional loan of display equipment as well as the maintenance of the piece throughout the duration of the donation. \_\_\_\_\_ **(Initial)**
  
- (7) Organizations are responsible for the long-term maintenance of any static equipment they are issued as well as all costs incurred providing that maintenance (examples: paint, labor, restoration, etc.). \_\_\_\_\_ **Initial**
  
- (8) Once you have submitted the requested documentation, a Donations Specialist will review your file to determine if additional information or documentation is required. The point of contact listed on the static checklist will be notified when your organization has qualified to receive equipment and is on the equipment waiting list. \_\_\_\_\_ **(Initial)**
  
- (9) Once your organization has qualified, you will be offered a suitable display piece when one becomes available. Your request will remain in an open wait status for a period of three years or until an offer has been made to fulfill the request. \_\_\_\_\_ **(Initial)**

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**DEFINITION OF A MUSEUM**

Title 10 USC § 2572 (a) (4) authorizes the Secretary of the Army to provide certain combat materiel to incorporated museums that are operated and maintained for educational purposes only, and the charters of which deny them the right to operate for profit. Items are for static display only and are donated, with conditions, to established museums.

In accordance with the US Code of Federal Regulations, 41 CFR Section 101-44.207 Paragraph (16), as supplemented by Secretary of the Army-approved procedures, 6 March 1998, the definition of a museum is as follows:

Museum means a public or private nonprofit institution which is organized on a permanent basis essentially for educational or esthetic purposes and which, using a professional staff, owns or uses tangible objects, whether animate or inanimate; cares for these objects; and exhibits them to the public on a regular basis either free or at a nominal charge. (Regular basis is defined as the objects being available for general public viewing at least 1,000 hours per year). The term "museum" includes, but is not limited to, the following institutions if they satisfy all other provisions of this section: Aquariums and zoological parks; botanical gardens and arboretums; museums relating to art, history, natural history, science and technology; and planetariums. An institution uses a professional staff if it employs full-time at least one qualified staff member who devotes his or her time primarily to the acquisition, care and public exhibition of objects owned or used by the institution.

A nonprofit institution is a tax-exempt activity. No part of the net earnings benefits any private shareholder or individual, and the institution is tax-exempt under the provisions of Section 501(c)3 of the Internal Revenue Code of 1954.

This definition of a museum does not include any institution which exhibits objects to the public if the display or use of the objects is incidental to the primary function of the institution. For example, an institution which is engaged primarily in the sale of antiques, objects d'art, or other artifacts and which incidentally provides displays to the public of animate or inanimate objects, either free or at a nominal charge, does not qualify as a museum. This includes institutions which store and maintain objects for periodic use such as parades, fly-ins, air shows, battle re-enactments or other special events which incidentally display objects when not in use.

**Does the museum meet all requirements outlined in this definition? \_\_\_ Yes \_\_\_ No**

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**Static Display (Macro Equipment) Qualification Requirements Page for Non-DoD  
Museums**

Documentation may be emailed to [usarmy.detroit.tacom.mbx.ilsc-donations@army.mil](mailto:usarmy.detroit.tacom.mbx.ilsc-donations@army.mil) or mailed to our address at:

Commander  
US Army Tank-Automotive and Armaments Command  
ATTN: M/S: 419D  
6501 E. 11 Mile Road  
Detroit Arsenal, MI 48397-5000

- (1) **Qualification Checklist** for Donation of Combat Material (enclosed) \_\_\_\_\_ **Initial**
- (2) **Written Request on Official Letterhead** signed by the Curator, President, Chairman of the Board or comparable official, who has authority to obligate the organization. Include item that is desired, how it will be utilized, and whether it will be displayed indoors or outdoors. \_\_\_\_\_ **Initial**
- (3) **Certificate of Incorporation** under appropriate State law and issued by your State. \_\_\_\_\_ **Initial**
- (4) **Government-Owned Museums.** Federal, state or local government-owned museums must provide a copy of the legislation that documents its existence as an entity of the government and must indicate what percentage of the budget is publicly funded. \_\_\_\_\_ **Initial**
- (5) **Copy of your Articles of Incorporation or By-Laws.** \_\_\_\_\_ **Initial**
- (6) **IRS 501(c) Tax Exemption Certificate.** \_\_\_\_\_ **Initial**
- (7) **Copy of your organization's most recent financial report (IRS Form 990)** \_\_\_\_\_ **Initial**
- (8) **Collection Management Policy** (enclosed) \_\_\_\_\_ **Initial**
- (9) **Landowner Approval.** If land and/or facilities are leased or rented, provide agreement. Contracts concerning land and/or facilities must be perpetual. \_\_\_\_\_ **Initial**
- (10) **Accreditation.** Provide copies of any accreditations the museum already has, such as through the American Alliance of Museums or the donation programs from the other branches of the Armed services. \_\_\_\_\_ **Initial**
- (11) **Certificate of Assurance of Compliance with Title VI, Civil Rights Act.** This is not required for local or state government-owned museums (enclosed) \_\_\_\_\_ **Initial**

**Upon receipt of above, physical inspection may be performed by US Army personnel.**

August 2022