

# Program Planning Tool

Program: Military Funeral Honors

Objective: To provide our military heroes with what they deserve and the law requires: Military Funeral Honors.

Task	Lead Person	Support Person	Start Date	End Date	Goal
Recruit your team					
Contact your local base (Commander's/ HQ office) to request AP3 training					
Go through AP3 training at local military base					
Request rifles from TACOM (forms available under Member Center on Amvets.org) (can take up to 6 mo.)					
Determine uniform requirements and funding if you will be purchasing uniforms (see: White Clover planning for ideas)					
Prepare and practice protocol with your team.					
Decide if you will be purchasing a digital bugle or get a CD of "Taps" (available from Program Office)					
Identify funeral directors in your community and inform them of your ability to perform MFH					
Establish a POC to respond, schedule, and coordinate requests.					

Questions? Call the National Programs Department at 301-683-4031.