

1. PURPOSE: To provide guidance on the maintenance and upkeep of the Military Police Regimental Grove and Memorial Walkway. Furthermore, to provide guidance on the procedures for purchasing items (bricks and trees) to be placed in the walkway to memorialize fellow Soldiers.

2. APPLICABILITY: The policy applies to anyone interested in recognizing and memorializing the service of a Military Police Soldier, past or present.

3. DEFINITIONS:

a. Member of the Military Police Corp Regiment – An individual, who at a minimum, has completed initial entry military police training, or has otherwise have been military police branch qualified, and had/has been assigned military police duties. (Proof of military police corps service can be requested EX: DD214)

b. Donor – Any person who purchases an item to be placed in or alongside the walkway.

c. Special Grouping – The purchase and placement of several bricks to be grouped together for affiliation and camaraderie.

4. RESPONSIBILITIES:

a. Board of Directors (BOD) – The BOD will appoint a committee for maintaining the walkway and will have final approval on recommendations presented by the committee.

b. Executive Director (ED) – The ED will oversee all facets of the walkway program and will serve as a non-voting member of the committee. Furthermore, the ED will attend all scheduled meetings.

c. Regimental Grove & Memorial Walkway Committee – The committee is responsible for planning and development of all projects pertaining to the Military Police Regimental Grove and Memorial Walkway.

5. PROCEDURES:

a. The committee will meet monthly, report progress to the BOD, and present milestone issues for approval.

b. The committee will make recommendations regarding the placement and installation of items to be placed within the grove. The intent is to have all items placed in the grove before the beginning of annual anniversary activities. (Exceptions for ceremonial events will be considered on a case by case basis.)

c. The committee will ensure the grove and walkway are maintained to the highest standards to ensure the respect and dignity warranted of those being memorialized.

d. To establish a dignified and lasting memorial tribute in honor of members of the Military Police Corp Regiment with regards to the placement of bricks and trees within the grove the following procedures will be followed:

- (1) Bricks or trees must be purchased through MPRA.
- (2) Requests will be submitted to the MPRA, Attn: Walkway, P.O. Box 2182, Fort Leonard Wood, Missouri 65473 or electronically at the official MPRA website, www.mpraonline.org.
- (3) Order forms are available in the MPRA Quarterly magazine, on the MPRA website, by contacting the Military Police Gift Shop at 573-329-5317 or contacting the MPRA Admin Office at 573-329-6772.
- (4) All orders must include supporting documents and method of payment. Payment in full is due at the time the order is placed. Payment by check, cash, money order, or credit card is acceptable. (A \$25.00 non-sufficient fund fee will be charged for all returned checks).

(5) Annual Brick Program Timeline

Year Round	Orders will be accepted thru the MPRA & needed maintenance will be reviewed and coordinated.
July 31	Brick Order Window closes.
August 15	Brick Proof requests submitted to Brick & Stone Graphics and finalized.
September 1	Brick Orders to be delivered for placement (Coordination with the Walkway Committee for placement prior to that year's Memorial Grove Dedication during Regimental Week in mid to late September.

e. Brick orders will include the following information:

- (1) The specifications will be 4"X 8" or 8"X 8"; clay construction, laser engraved in Helvetica 2-font, black epoxy fill, and all capital letters.

(2) 4"X8" bricks will have two lines available for text and include 1 logo. The first line will be a standard logo selected by the donor, crossed pistols, Gold Star (KIA), or MIA silhouette (WIA and MIA silhouette only available on the 8" X 8" size). The second line will include the service member's name as it appears on the supporting documents.

(3) Prices for the bricks is outlined below. The price includes the brick, engraving, installation and a numbered certificate.

Brick Type	Lines/ Logos/ Characters	Cost	Logo
4" X 8" Red Brick w/selected standard logo	1 logo line/2 print lines 16 characters per line	\$50.00-Members \$90.00-Non Members (Includes 2 yr membership)	Pistols or KIA
8" X 8" Red Brick w/selected standard logo	1 logo line/5 print lines 16 characters per line	\$330.00 (\$297.00 for Members) \$345-Non Members (Includes 2 yr membership)	Pistols, WIA, KIA, MIA
8" X 8" Red Brick w/custom military logo	1 logo line/4 print lines 16 characters per line	\$330.00 (\$297.00 Members) \$345 Non Members (Includes 2 yr membership) Plus Custom Set- up Fee (has not exceeded \$25.00)	Custom

f. Individuals requesting to have a tree planted in memory of a service member the following information is provided.

- (1) The donor will specify what type of tree to be planted.
- (2) Trees will be procured thru a local vendor at a fair market value.
- (3) The location will be coordinated between the Fort Leonard Wood Arborist and the walkway committee to ensure it is in line with the overall aesthetics of the grove.
- (4) A plaque noting the gift will be placed at the base of the tree and will be of a pre-determined size.
- (5) The donor will receive a certificate of authenticity recognizing their contribution.
 - a. The MPRA BOD reserves the right to reject any request that does not support the spirit of a dignified and lasting memorial tribute.
 - b. Requests for exceptions to eligibility criteria may be submitted in writing to the MPRA, Attn: Walkway P.O. Box 2182, Fort Leonard Wood, Missouri, 65473.

6. MP COMMEMORATIVE PLAQUES: Orders will be placed in accordance with USA Military Police Corps Regimental Regulation 870-2.

Approved by the National Board of Directors.

////Original Signed////
Dorsey Newcomb
President, MPRA

////Original Signed////
Rick Harne
Executive Director