

MEMORANDUM OF UNDERSTANDING

BETWEEN

Missing in America Veterans Recovery Program

And

D.W. Newcomer's Sons Funeral Homes & Cemeteries

Procedures and Protocols for the Identification and Burial of Unclaimed Veterans' Cremated Remains

The following procedures and protocols are voluntarily agreed to by the partnering organizations and are effective on December 5, 2011. Each partnering organization may submit updates and modifications to this document at any time which must be agreed to by both partnering agencies. Either organization may also withdraw from this voluntary agreement at any time by simple written 30-day notification to the other partner. This is a living document and any agency or organization desiring to partner to this agreement can apply for acceptance.

A. FOR EXISTING UNCLAIMED CREMATED REMAINS

1. D.W. Newcomers funeral homes will make every effort to determine if any existing, unclaimed cremated remains in their possession may be veterans or eligible dependent by providing their unclaimed remains log to an MIAP representative upon request.
2. Information required by the National Personnel Record Center (Department of Veterans Affairs) in order to verify veteran and dependant status is full name, date of birth, place of birth, date of death and social security number. This form will be made available to the funeral director by the Missing in America Project State Coordinator. This will allow the Missing in America Project volunteers to conduct research using all military and non-military resources available to them. All data received by the Missing in America Project will be logged into their secure database for research and accountability to State and Federal Agencies.
3. It is the responsibility of MIAP to conduct all research to determine if the unclaimed cremated remains are a veteran, spouse of a veteran or dependent of a veteran who is eligible to be interred in a national cemetery.
4. **If unclaimed cremated remains are positively identified as a veteran or eligible dependent, notification will be made as required by state laws.**
5. It is the responsibility of the Missing in America Project State Coordinator to coordinate with the cemetery for a full military honors burial to include a chaplain.
6. MIAP will work with the D.W. Newcomers funeral home or cemetery to coordinate any media or public relations before interment is made.
7. The State American Legion and their posts may assist the Missing in America Project with full military honors funeral whenever and wherever possible.
8. The Missing in America Project State Coordinator will organize available fellow veterans and others to assist the funeral home in the escort of the remains and attend the burial service.

9. The National or State VA cemetery will process an order for the government-furnished headstone/marker or niche with the inscription "YOU ARE NOT FORGOTTEN" as arranged and requested by an MIAP authorized representative or the funeral home as desired.

B. FOR FUTURE UNCLAIMED CREMATED REMAINS

1. If after a waiting period of 1 year or time frame that the state law requires, these remains are not accepted by the responsible person, funeral directors will make every effort to contact the MIAP State Coordinator if available or the National Operations Coordinator, that will allow them to initiate their policies and procedures as described above.

C. ELIGIBILITY OF UNCLAIMED CREMATED REMAINS OF VETERANS

1. Only the unclaimed cremated remains of veterans who were citizens of the United States at the time of death and who meet the statutory definition of veteran contained in Title 38, U.S.C. are eligible for burial National Veterans or State Cemetery.
2. The unclaimed cremated remains of the following persons are ineligible for burial in a National or State Veterans cemetery:
 1. A person who does not possess an *honorable discharge* from the U.S. Armed Forces or a discharge *under honorable conditions*.
 2. A person who is convicted of a Federal capital crime and sentenced to death or life imprisonment, or is convicted of a State capital crime and sentenced to death or life imprisonment without parole.
 3. A person whose only military service is active duty for training or inactive duty training in the National Guard or Reserve Components, unless the individual meets the burial eligibility criteria outlined in Title 38, U.S.C.
 4. More information on VA eligibility requirements is available in VA Directive 3210.

D.W. Newcomer's Sons

Missing in America Veterans Recovery Program

THOMAS G. COEN

Signed: *Thomas G. Coen*

Signed: _____

Title: *RVP*

Title: _____

Date: *12/5/11*

Date: _____