



APPLICATION & SELECTION PROCESS

PROGRAM OVERVIEW:

HFH has a simple mission: we purchase Harley-Davidson motorcycles for Wisconsin Veteran riders who, injured in the course of active duty, now find themselves struggling and unable to have a bike in their lives. We believe regaining the freedom of the road, the collegiality of riders and the pride and peace found in ownership can be a life-changing support for those who have enjoyed the passion for riding and now find themselves without means or ability to do so any longer. We gift a motorcycle as the tool to enhance their healing, readjustment and engagement by reconnecting them with the therapeutic benefits of riding.

At this time, our opportunity is available only to those with a valid motorcycle license as our focus is on restoring a healing passion to current riders. In conjunction with Wisconsin's riding season, we will work with state and veterans organizations, social media, mailing lists and contacts to announce our ability to accept applications for consideration during specific submission periods. Application materials will be made available on our website during this time only.

We expect that all information provided will accurately reflect your current situation, time in service, achievements and personal history. While we encourage supportive nominator perspectives, we require the Veteran to be involved to assure understanding, factual presentation and completeness. Additionally, there are portions that only the Veteran can respond to. Writing one's story and reliving difficult life moments can be emotionally hard; and, a nominator can be a great support to the Veteran as he/she moves through the demands of the application process.

In the process of reviewing applications, we *may* consult various sources including, but not limited to:

- Department of Veterans Affairs
- Department of Defense
- Veterans Health Administration
- Wisconsin Department of Justice
- Wisconsin Department of Revenue
- Wisconsin Department of Transportation
- Criminal background check/Circuit Court Access Program (CCAP)
- Social Media
- All references, employment and personal contacts provided

Once all qualifying and complete applications are received by the established deadline, and later reviewed by the Hogs For Heroes Advisory Board, a candidate recommendation will be made to the Founding Board for final determination. All applicants involved will be notified electronically of our decisions. Qualified applications not selected initially will be considered for every gifting we are able to do that calendar year.

Each recipient will have an allocated dollar amount from which to select their Harley-Davidson from a local, Wisconsin dealership. Communications and planning for the public gifting ceremony will begin. The bike will be publicly presented at a future date and location. Personal ownership transitions to the recipient at this time, as do all further responsibilities.

GOALS OF APPLICATION PROCESS:

The application process is intended to solicit information that establishes an understanding of a candidate's life history and passion, achievements and challenges, struggle and personal need. The

information will be reviewed by members of both the Founding Board and Advisory Board for the sole purpose of Recipient selection. We understand the sensitivity of the information and will respectfully and confidentially manage all materials.

Information in the following areas will be assessed and reviewed:

- Demographic Profile
- Wisconsin Residency
- Military Service and Credentials
- Service-Connected Mental and/or Physical Injury/Disability
- Existence of Financial Need
- Motorcycle Enthusiasm and Ownership History
- Community Contributions
- Personal Reflection

Let us be clear: we are not giving an award for meritorious service or achievements; rather, we are working to help change the life of a Veteran who is struggling and in need of therapeutic support. Our gift of a motorcycle is a tool intended to provide an alternative, healing therapy to an injured Veteran rider that allows someone to either return to, or continue, their passion for riding.

This is an involved process, purposefully designed to gather as much information as possible. We feel we owe it to our supporters to make the best decision we can. Additionally, we believe in the value of sharing one's story and writing down experiences, and their impacts, as a form of therapeutic release. This application process aims to facilitate such for the Veteran as well as support our selection process. Application responses, and the detail you share with us, are the primary way in which we will learn about you, your life, challenges and need during our selection process.

Every Veteran has a story; and in the course of service, and in the time after discharge, some will have set themselves and their needs apart differently. Our task will be to review the information shared and select the recipient(s) to receive our therapeutic support.

CANDIDATES:

We assist injured Wisconsin Veteran riders— someone with a passion and license for motorcycling—who now finds themselves without the means or ability to have a bike in their life.

The Veteran Candidate considering this opportunity must meet the following criteria:

- Have established **Wisconsin residency**;
- Have served on **active duty** in the U.S. Armed Forces, or in forces incorporated as part of the U.S. Armed Forces, for 90 days or more;
- Have been **honorably discharged**, and fully separated, from the U.S. Armed Forces and are not under any current military obligation;
- Have a **service-connected injury/disability** from the U.S. Department of Veterans Affairs (or private medical documentation reflecting such);
- Have a current, valid **WI driver's license with motorcycle endorsement**;
- Have an established **history of motorcycle ownership/passion/riding** experience; and
- Demonstrate **established hardships** (e.g. financial, employment, dependents, etc.) that prevent one from buying and owning their own motorcycle.

APPLICATION PROCESS:

Before Wisconsin's riding season, notification of the open application period, along with specified start and closing dates, will be communicated via different media methods.

Individuals may either self-nominate or be nominated by another. The Veteran will need to be directly involved in either scenario as signatures, factual responses and supportive documentation are required from the Veteran, and personal answers to essay questions are procedurally necessary. We expect all information, regardless of who is contributing, to be honest, accurate and valid.

Application materials will be found on our website only during open application periods, and include three separate components: 1) APPLICATION, 2) CONSENT and 3) WAIVER, each accessed through individual PDF attachments.

Candidates are required to **print off each of the three components, manually complete them, and mail them to us along with the required supporting verification materials.** We are not set up for electronic completion and your information can be lost in this manner.

For verification purposes, *photocopies* of the following supporting documents are required to be sent in the application packet:

- All DD 214s, amended DD 215s, discharge papers and separation documents,
- V.A. Disability Compensation Award Letter(s), in their entirety, showing proof of all identified service-connected disabilities/diagnoses, their individual ratings and allowances. (In the absence of such, private medical documentation of diagnoses, service connection and impairment is required),
- Current and valid Wisconsin drivers license showing motorcycle endorsement,
- Most recent W2 and/or Income Tax Return filed with the IRS in the previous tax year.

Keep a photocopy of your entire packet for your records and/or for reference in applying again in future years. We absolutely encourage applicants to reapply in future years as our ability to gift more bikes continues to grow. Roughly 50% of our Recipients applied more than once before being selected.

Completed application packets (including all required photocopies) must be received and/or postmarked within the designated time period. Late arriving applications will not be considered. After our initial review, you will receive an email indicating your application's receipt and standing. Failure to provide all components may exclude you from consideration. Applications will not be returned.

Recognizing the effort involved in submitting an application, *we will hold a qualified application for consideration in every gifting we are able to offer within the calendar year of submission.* A candidate is welcome to resubmit or add to their application on file during a subsequent application period that same year. We will equally consider existing applications along with new applicants. A new submission is required for every calendar year.

Important: We communicate electronically. To better assist your application's processing, we ask you:

- 1) Add us to your contacts list and be sure your filters are set to receive email communications from info@hogsforheroeswi.org.
- 2) Send us an email when you drop your application in the mail letting us know who you are. This allows us to watch for your application. Without advance notice, we have no way of knowing who has sent an application should it not arrive.
- 3) Monitor your inboxes (including junk/spam files) so as to efficiently respond to our communications.

SELECTION PROCESS:

Qualifying applications will be reviewed by the Hogs For Heroes Advisory Board. All information and documentation provided are subject to verification. The Advisory Board will establish a timetable for its determinations and may request an in-person or telephone interview for its final determinations.

All applicants will be notified electronically of the organization's decision. The application of any Veteran not selected will remain active for the remainder of that calendar year and will be considered for each gifting alongside new applicants. There may be time delays in the notification process as we move, one at a time, throughout Wisconsin's riding season to put Veterans on bikes. *Those applicants choosing to withdraw from consideration at any point, or those who have been able to secure their own motorcycle purchase during the season, are asked to notify us immediately so as not to take an opportunity away from another Veteran.*

Once an applicant decision has been made, the selected candidate will be notified. We will work with the Veteran to choose a dealership to work with. An allotted amount will be available for the organization's purchase of the Veteran's selection, new or preowned. Plans for communications and the motorcycle's gifting event will follow.

The selected candidate(s) will be gifted the motorcycle at a public celebratory event, including the possibility of media presence, that will both honor the candidate and promote the organization. Attendance and stage presence will be required, as will crowd interaction. It will be the recipient's responsibility to take full ownership of the bike that day and comply with all applicable regulations.

All points within both the signed CONSENT and WAIVER/RELEASE OF LIABILITIES apply.

MISCELLANEOUS:

For consistency and clarity, definitions for the following terms will be used from the U.S. Department of Veterans Affairs and the Wisconsin Department of Veterans Affairs.(www.dva.state.wi.us or www.va.gov):

Wisconsin Military Veteran
Wisconsin State Resident
Discharge Document (DD Form 214)
VA Disability
Honorable Discharge
Defined Active War Time

If, within the past 5 years, you have received a gift of more than \$5,000 in value as a direct result of your Veteran status from another support organization, we request that you disclose this information in your application.



(SAMPLE) CHECKLIST FOR APPLICATION:

_____ Entire **Application** printed off from the website's PDF attachment, completed legibly, in full, and in ink, with signatures on the first and last pages

_____ **Required Photocopies** of each of the following:

- All DD 214s, discharge papers and separation documents to reflect your time in service,
- V.A. Disability Compensation Award Letter(s), in their entirety, showing proof of:
 - all identified service-connected disabilities/diagnoses,
 - their individual and combined ratings, and
 - your monthly allowance.
- (In the absence of V.A. connection, private medical documentation of diagnoses, service connection and impairment is required)
- Current and valid Wisconsin drivers license showing motorcycle endorsement,
- Most recent W2 and/or Income Tax Return filed with the IRS in the previous tax year.

_____ **Consent Form** printed off from website's PDF attachment and signed.

_____ **Waiver/Release of Liability Form** printed off from website PDF attachment and signed

_____ We suggest you make a photocopy of your application packet for your records and/or reference in reapplying in future years.

_____ **Send all of the above** in an envelope with sufficient postage addressed to:

Hogs For Heroes, Inc.
822 Ondossagon Way
Madison, Wisconsin 53719

Mailing must be postmarked before/on the last day of the specified application period to be considered.

_____ **Add info@hogsforheroeswi.org to your email contacts** to help your server recognize and accept our communications. You will receive an email confirming your application's initial review and standing, and an email informing you of our decision.

_____ **Send us an email** to let us know your application packet is being sent to us. This is the only way we know to watch for your mailing.

Reminder: Qualified applications are active for any gifting we offer in the calendar year. Each application period offered allows new applicants to be equally considered alongside those previously submitted that same calendar year. A new application submission is required for every calendar year.