

Overview of Veterans Bereavement Liaison Program

- Bereavement Liaison (BL) will speak with Church Secretary to let him know that the BL is to be notified immediately regarding the passing of a military veteran.
- BL will obtain family information from Church Secretary
- BL will contact the Deacon of the family member to setup a meeting with family
- Introduce him/herself as member of WBC Veterans' Ministry
- BL will introduce purpose of Veterans' ministry to family. BL will ask family if they have spoken with the funeral home about arrangements for a military funeral or burial rites for their loved one.
- Ask family permission to recognize the veteran at the funeral service
- If family says yes, then immediately speak with Pastor/church secretary about position on the obituary to be scheduled to speak. (Before silent obituary reading)
- BL will confirm that BL is on the Obituary to speak prior to funeral service
- BL will discuss the brief playing of taps with Music Director (memorial service only)
- Prior to Verbal Presentation: BL will ask all military veterans to please stand
- **Speaking Suggestions:** On behalf of the Westside Baptist Church Veterans' Ministry, we celebrate and recognize (Name of loved one) for his/her (# years of service) honorable and faithful service in the US (branch). Please know that we will continue to pray for your entire family. May you find comfort in knowing you are not alone in your sorrow. The Veterans of **Westside are here for you if you need us.**
- **Taps will be briefly played.** BL will go in front of casket for final salute. Veterans you may be seated.
- Suggested dress attire: Men should wear dark colored suits or at the very least slacks, a dress shirt, and tie. Women should wear a dark dress, suit or skirt and blouse.

NOTE: When a member of the military is separated, is charged from active duty, or retires from one of the various branches of the military, they receive a DD Form 214. This form is used to verify that a person was indeed a military service member and eligible to receive veteran benefits.

In order to plan a military funeral that includes funeral honors, this form must be presented to the funeral director before the arrangement process can begin. Once the funeral director receives the form, they will verify its authenticity. Following this step, the funeral director will then contact the appropriate Military Service to request funeral honors and begin the arrangement process.

Determining Military Funeral Eligibility

In order to be eligible for military funeral honors, the following requirements must be met.

- Active duty military personnel or in the Selected Reserve.
- Former active duty military members who departed under conditions other than dishonorable.
- Former military members who completed at least one term of enlistment or period of initial obligated service in the Selected Reserve and departed under conditions other than dishonorable.
- Former military personnel discharged from the Selected Reserve due to a disability incurred or aggravated in the line of duty.