



THE ARMORY PROJECT

THE ARMORY PROJECT TOOLKIT

**PARTNERING WITH FIREARM RETAILERS,
MILITARY BASES, AND OTHERS TO
PROMOTE VOLUNTARY AND TEMPORARY
OUT-OF-HOME FIREARM STORAGE**

2025 EDITION

DISCLAIMER

The views expressed in this toolkit are those of the authors and do not necessarily reflect policy or the position of U.S. Department of Veterans Affairs (VA) or the United States government.

VA respects the important role that firearms play in many peoples' lives and is dedicated to educating Veterans, their families, and other firearm owners about how secure firearm storage can prevent misuse, accident, theft, and suicide.

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WHAT IS THE ARMORY PROJECT?



JOIN OUR MISSION TO PREVENT FIREARM INJURIES AND DEATHS

We empower firearm owners with practical, judgment-free options for responsible firearm storage, particularly when they need time and space to navigate personal challenges. We provide education, training, and resources that make it easier for businesses and communities to offer voluntary and temporary out-of-home firearm storage for suicide prevention.

PRACTICAL SOLUTIONS FOR FIREARM SAFETY AND MENTAL WELL-BEING

The Armory Project (TAP) helps prevent firearm suicide by facilitating temporary and voluntary out-of-home firearm storage with trusted firearm retailers and other vetted partners in local communities, while fostering a culture of responsible gun ownership and mental wellness. We also partner across the firearm industry to make secure in-home firearm storage more accessible and affordable, with the goal of preventing firearm accidents, thefts, and suicide.

WHAT WE DO

LOCAL, STATE & NATIONAL CONSULTING

One of the biggest barriers to voluntary and temporary out-of-home firearm storage has been uncertainty about legal risks for FFLs. The Armory Project has played a key role in consulting with FFLs and other invested parties on addressing these perceived barriers, with a track record of success in Arkansas and Louisiana. Our work helps ensure that more firearm owners have access to secure out-of-home firearm storage options when they need them most and that the partnering business owners feel confident to play a role in preventing suicide and firearm injury.

OUT-OF-HOME FIREARM STORAGE NETWORK

Our organization unites businesses and organizations across the firearm industry through our growing network of storage partners offering temporary, voluntary out-

of-home firearm storage. These locations provide practical options for firearm owners who may be struggling with personal or mental health challenges or who may be worried about someone in their home.

EDUCATION & OUTREACH

Through partnerships and grassroots efforts, we provide firearm owners, businesses, and mental health professionals with resources on responsible firearm storage, mental health awareness, and suicide prevention across the firearm-owning community.

INDUSTRY COLLABORATION

We work directly with firearm industry organizations, firearm retailers, gun ranges, safety distributors, and others to develop strategies and programs that promote responsible firearm ownership while maintaining personal rights.

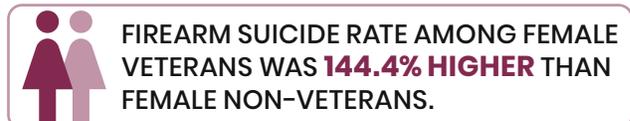
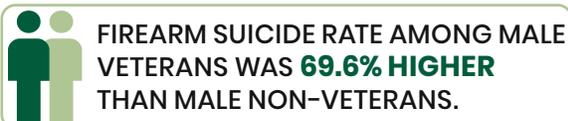
WHY OUT-OF-HOME FIREARM STORAGE MATTERS

Most firearm deaths nationally are suicides and among service members and Veterans more than 73% of suicides are by firearm.¹ For someone at risk for suicide, **storing firearms out of the home decreases suicide risk.**

Many firearm owners are hesitant to seek professional help for mental health, substance use or other personal concerns out of fear that they could lose their firearm rights permanently. This fear can prevent them from getting the support they need during moments of crisis.

Voluntary, temporary out-of-home firearm storage provides a judgment-free option—giving firearm owners the space and time to seek help without facing lifelong consequences. By increasing access to secure storage locations, we help individuals and families make responsible decisions without government mandates or unnecessary restrictions.

VETERAN FIREARM SUICIDE IN 2022¹



CREATING TIME AND DISTANCE BETWEEN A PERSON IN CRISIS AND A LOADED FIREARM CAN PREVENT SUICIDE.

We have heard from many firearm owners that temporarily storing their firearms with someone else or holding onto a friend or family member's firearms for them, is acceptable; in fact, many people have already done this in the past. This practice seems familiar to many Veterans and military families due to norms in the military around using an armory to secure firearms when not in use or when it is unsafe for a service member to handle their service weapon.⁷

“ I realize not everyone has a friend like that, and folks don't want to freak out family members.

I like the option of gun shops and others stepping up in that way.... that seems to be a good partnership for [those shops] and the Veteran community. ”

- TAP Partner

In conversations with firearm owners, we learned that voluntary, temporary, out-of-home firearm storage was an acceptable intervention if certain conditions are met. **Trust is paramount** when addressing issues such as suicide, mental health, and the right to firearm ownership. The firearm retailers involved in developing The Armory Project are mainly Veterans who are dedicated to serving their communities. Together, we

recognize the importance of promoting secure firearm storage to prevent misuse, accident, theft, and suicide. We also agree it is essential to bring together leaders in firearm-owning communities, mental health and suicide prevention advocates, health care providers, and concerned citizens to ensure that initiatives such as TAP are successful and sustainable.⁷

If a need arises to store one's firearms somewhere other than the home, firearm owners report a preference for storing firearms with trusted friends or relatives.⁸ However, because of privacy concerns and perceived stigma around mental health issues, many firearm owners may avoid sharing their life struggles and challenges with others. Sometimes, a person is socially isolated and doesn't have anyone who can hold their firearms for them. In addition, some states do not allow for temporary firearm transfer or the process for temporary transfer is complicated. In these cases, a firearm owner may prefer voluntary, temporary firearm storage options with a trusted outside party, such as a firearm retailer, gun range, gun club or military base. In addition, storing firearms with a firearm business is perceived as a more “professional” option and helps them feel more in control of a difficult situation.⁸

THE HISTORY OF TAP

We spent 6 months developing **The Armory Project** in partnership with three firearm retailers and another 4 months pilot-testing and evaluating the program. We learned the program is acceptable to staff and customers, relatively low-cost, and feasible to implement.⁹

We have continued to grow TAP by adding marketing partners, military bases, and expanding into Arkansas.



TAP ACTIVITIES BETWEEN OCTOBER 2021 AND JANUARY 2025

30

PARTNERS

90+

**STAFF
TRAINED**

10,000+

**MATERIALS
DISTRIBUTED**

80+

**INDIVIDUALS
HELPED**

850+

**FIREARMS
STORED**

We found the existence of the storage program led to open conversations about mental health and suicide prevention with the FFLs that are part of TAP. In this way, the secondary impacts of increased awareness and discussion around mental health may also contribute to the prevention of firearm suicides. By partnering with firearm retailers and other community collaborators to initiate and develop options for voluntary, temporary out-of-home firearm storage, this intervention reaches people in their communities in a relevant and practical way. Importantly, this practice can complement related efforts for outreach and education done within the community and allow for partnerships with diverse groups focused on suicide prevention.

**HEAR THE HISTORY FROM ONE OF OUR PARTNERS ON CBS NEWS:
“A VETERAN STARTED A GUN SHOP. WHEN A STRUGGLING SOLDIER
ASKED HIM TO STORE HIS FIREARMS, HE STARTED SAVING LIVES.”**

WWW.CBSNEWS.COM/NEWS/VETERAN-GUN-SHOP-STORED-FIREARMS-STARTED-SAVING-LIVES

WHY THE TAP TOOLKIT WAS DEVELOPED FOR COMMUNITIES LIKE YOURS

This toolkit was developed in response to inquiries from other coalitions and motivated communities interested in partnering with firearm retailers and range owners (referred to as Federal Firearm Licensees or FFLs) who wanted to learn from our successes with The Armory Project. We, in turn, have learned from initiatives in other states, and we include a list of those efforts and their websites in this toolkit.

The intention of this toolkit is to encourage and facilitate sustainable partnerships between public health advocates and leaders in the firearm industry.

OWNERS AND STAFF AT RED RIVER RANGE IN SHREVEPORT, LA



USING THIS TOOLKIT

This toolkit refers often to **firearm retailers** defined as businesses that sell, buy, repair, and/or clean firearms. TAP Partners may also include shooting ranges, shooting sports clubs, military bases or any other entity deemed acceptable by the community. We designed this toolkit to provide relevant information for developing a project locally and expanding out-of-home storage options for firearm patrons. Please take the time to read through the toolkit before starting TAP locally to ensure a successful launch in your community.

This toolkit walks you through the process of:

- Creating Partnerships,
- Onboarding and Training Partners,
- Creating a Community of Practice, and
- Evaluating TAP

As well as provide guidance and tools on:

- Having conversations with someone in distress
- National mental health referral resources, and
- TAP marketing materials.



THE ARMORY PROJECT WEBSITE

All materials needed to implement TAP are available in this toolkit or via **The Armory Project website** (www.armoryproject.org).

Please email contact@armoryproject.org if you need other file formats of the documents or you would like to schedule a consultation.

CHAMPIONING TAP IN YOUR COMMUNITY

Given the variability in state and local laws and regulations, as well as local community needs and resources, the exact steps to develop partnerships to provide voluntary and temporary out-of-home storage may differ across settings. Local champions or lead organizations may need to adapt the guidance and materials to fit their setting and seek additional support and guidance from TAP and other similar temporary firearm storage initiatives. The following sections describe steps and resources that have led to the successful development and sustainment of TAP.

ROLES AND RESPONSIBILITIES

A successful project requires multiple, dedicated partners who collaborate to ensure that firearm storage is provided when needed and that storage partners receive the resources and information they need throughout all stages of the collaboration

To implement TAP in your community, we believe you will need at a minimum, support from designated TAP staff (i.e., project coordinator, project outreach staff) and TAP Partners willing to offer temporary firearm storage services. Transparency and clear responsibilities are essential for developing trust between organizations and firearm community members who often have no history working together.



ROLE	DESCRIPTION	RESPONSIBILITIES
Project coordinator	Manages TAP implementation. This person may work for a larger entity but should have decision-making authority when in the field and know the parameters of support that can be provided through TAP marketing, mentorship, and partner training.	<ul style="list-style-type: none"> - Oversees outreach. - Develops relationships with community collaborators. - Recruits, trains, and supports community partners. - Manages the marketing support and logistics. - Organizes and facilitates or co-facilitates monthly Community of Practice meetings.
Project outreach staff	Spends time calling, emailing, visiting, and following up with potential or current partners and other collaborators. Must plan to spend time visiting and engaging in conversation with potential partners and others.	<ul style="list-style-type: none"> - Visits firearm retail stores and other potential partners. - Develops relationships with community collaborators. - Attends gun shows and other public events. - Spread awareness within the community. - May assist project coordinator in organizing and co-facilitating Community of Practice meetings.
TAP Partners	A partnering firearm retailer or other storage facility (ie. military base) responsible for communicating about TAP and providing materials and resources in their facilities. They must have a plan to store firearms or plan to refer individuals to other partners for temporary storage transactions.	<ul style="list-style-type: none"> - Provide time for a 1-hour staff training. - Discuss TAP with customers, explain importance of secure firearm storage (including temporary out-of-home storage). - Be willing to share knowledge about mental health and suicide prevention resources. - Participate in Community of Practice calls and respond to calls or text messages from TAP staff. - Offer temporary firearm storage for customers or refer to other TAP Partners with capacity.

TAP Staff serve as ambassadors, connecting with storage and marketing partners and community collaborators, participating in community events, and are part of the training team and Community of Practice (CoP) meetings. Staff ensure that TAP is cohesive and coordinated. Maintaining close collaboration between TAP Partners can be particularly helpful when an FFL is unable to provide out-of-home firearm storage due to limited storage capacity. In some instances, a partner with more storage capacity may be able to meet the needs of the individual seeking temporary storage, thus ensuring that TAP achieves its goal.

HEALTH AND MENTAL HEALTH CONNECTIONS

Connecting with local health and mental health professionals can be a helpful strategy to strengthen implementation of TAP. They can help get the word out about TAP as a resource to relevant community members and patients in need. See the **TAP Toolkit Appendix** for an implementation guide for health care providers, including a TAP patient and provider card.

These collaborations also facilitate development of a locally focused resource list that can be provided during trainings to supplement the existing national resource list ([TAP Toolkit Appendix](#)).

TAP provides “Gatekeeper” suicide prevention training and connections to mental health and suicide prevention specialists (such as VA Suicide Prevention Coordinators and Community Engagement and Partnership Coordinators) to provide additional support when the need arises. This training and support bolsters confidence among TAP Partners and their staff when speaking about suicide prevention.



IMAGE OF TAP MARKETING MATERIAL FOR PATIENTS.

VA SUICIDE PREVENTION AND MENTAL HEALTH PARTNERS WILL NOT BE PROVIDED NAMES OR IDENTIFYING INFORMATION OF FIREARM OWNERS, UNLESS A FIREARM OWNER DECIDES THEY WANT HELP FROM THE VA AND CONSENTS TO HAVE THEIR INFORMATION SHARED.

Your local **VA Community Engagement and Partnership Coordinator (CEPC)**

may like to be involved and can provide connections to Veteran-specific service groups and community organizations.

CEPCs are responsible for developing partnerships with organizations and businesses at the community, state and regional level that have an interest in a public health approach to mitigating suicide. CEPCs serve as subject-matter experts in identifying opportunities to expand reach through a strategic and creative approach. In addition, they also provide education on suicide prevention strategies and crisis management. They may also have existing connections to firearm retailers or to other groups that have connections to potential storage partners.

Veterans who work in CEPC roles were highly involved in the initial creation and rollout of TAP in Louisiana. Furthermore, local CEPCs have supported growth, sustainment, and awareness of TAP. To reach your local CEPC, connect first with the VA Suicide Prevention Coordinator in your area and then ask to be connected to the CEPC. You can use this website to connect to your area SPC: www.veteranscrisisline.net/find-resources/local-resources



U.S. Department of Veterans Affairs

Veterans Health Administration
Office of Mental Health and
Suicide Prevention



BUREAU OF ALCOHOL, TOBACCO, FIREARMS AND EXPLOSIVES (ATF)

If you are a coalition or group interested in implementing TAP in your community, another excellent collaborator is your **regional ATF Field office**. ATF staff can be helpful when it comes to understanding federal and local firearms laws, and these staff can be a resource as questions arise around temporary out-of-home firearm storage. You can get connected to your local ATF Field Office by contacting FITB@atf.gov and mentioning your connection with “The Armory Project” or looking up your local director of industry and operations at: www.atf.gov/contact/atf-field-divisions.

While participation will always be at the discretion of the Storage Partner, the ATF liaison can direct partners to any appropriate regulations as needed. If you are an FFL, you may have an ATF liaison who you can talk to about your participation in TAP and/or your interest in providing firearm storage for owners in need.

BUDGET CONSIDERATIONS

Although not required, it can be helpful to have some funding to cover expenses for program coordination, outreach, and partner support, among other budget items. Anyone considering launching a storage project in their area should consider budget alongside the other initial logistics and project management concerns.

Some examples of potential expenses:

- Salary for staff (program coordinator, outreach staff, others)
- Budget for consultants or outreach partners (Veterans or firearm owners to work with you to connect with potential partners and understand the local landscape)
- Funds for printing marketing materials or customizing materials locally such as banners, posters, educational materials radio advertising, television advertising, local print media, billboards, etc.
- Funds to support TAP Partners to cover any expenses incurred in launching temporary storage services (e.g., storage cabinet or space)
- Travel funds for coordinator and outreach staff to travel to existing and potential storage partners gun shows, and community outreach opportunities.

**TAP MEMBERS IN LOUISIANA
HAVE BEEN GIVEN RADIO MEDIA
TIME DUE TO THE ALTRUISTIC
NATURE OF THE CONTENT.**



DAMIEN HARVEY, U.S. MARINE CORPS VETERAN
& TAP VOLUNTEER

You may be able to obtain initial funding from your city or state government or other grant funding sources. For example, many cities and states participate in the Governor's and Mayor's Challenge to Prevent Suicide Among Service Members, Veterans, and their Families ([SAMHSA.gov](https://www.samhsa.gov)). Support could also come from your state's Department of Veterans Affairs or the city or state Department of Public Health.

CREATING PARTNERSHIPS

TAP can be done as a stand-alone project or as part of other initiatives. Those we worked with reported that the main source of our success has been coordinating every step of the way with the firearm community to create messaging and processes tailored to and endorsed by our Storage Partners. This section will support you in replicating our community partnered approach to creating TAP.



EFFECTIVE PARTNERSHIPS ARE THE CRUX OF A SUCCESSFUL OUT-OF-HOME STORAGE INITIATIVE.

TO GET STARTED, THE TEAM SHOULD WORK ON GETTING A SNAPSHOT OF THE LOCAL LANDSCAPE, BOTH IN TERMS OF VETERAN ORGANIZATIONS AND THE PROFESSIONAL FIREARM COMMUNITY.

SCANNING THE LOCAL LANDSCAPE

The firearm community is often tight-knit, and its members are knowledgeable about the local retail landscape. Connecting personally with community members will help the coordinator and team develop relationships with potential partners and users of the service. Importantly, this will provide an opportunity to listen to the needs, concerns, and suggestions of those who will be most directly involved in and affected by the program.

If you do not already have existing relationships with a firearm retailer or other potential storage partner but you have connections with an interested and passionate community member, this person may be able to facilitate a conversation with a potential firearm storage facility.

FINDING TAP PARTNERS

Your initial firearm Storage Partners will be the first in their community to establish TAP at their facility. Their locations are the first step of a larger goal to spread this work to other partners as well. Consider your community and utilize some of the below strategies to help you make connections and find storage partners.

- Use [atf.gov/firearms/listing-federal-firearms-licensees](https://www.atf.gov/firearms/listing-federal-firearms-licensees) for geographic searches of Federal Firearm Licensees (FFL) holders. The search will show active retail locations as well as gunsmiths and possibly private collectors, pawn shops, or other non-retail firearm professionals.
- This list will include FFLs that may not have the space or capacity to provide voluntary storage, so you will need to ask some questions to determine whether they can be a storage partners. **Partners who have storage constraints may consider becoming a Marketing Partner** in order to provide TAP materials and refer those in need to nearby Storage Partners.
- Identify the largest or most well-known locally-owned retailers in your area. They are easier to approach than bigger corporate stores. We have had the most success at FFLs where the owner is often on-site and/or there is a manager who is empowered to make decisions or can advocate to an off-site owner.
- Go to local gun shows, either by participating with a table advertising your group or simply go as an attendee. Approach tables of firearm retailers to talk about TAP when they are not busy.
- Seek out individuals that hold classes or training for firearm owners. Our team created **Saving Lives Together** www.armoryproject.org/module, an educational resource for firearm instructors in Louisiana who want to include suicide prevention in their classes. The American Foundation for Suicide Prevention also has resources available for firearm instructors at afsp.org/suicide-prevention-toolkit-for-firearms-instructors/



Once you have identified potential storage and/or marketing partners in your area, you can begin the process of reaching out and connecting with them in a purposeful and intentional manner. At the outset, keep in mind that many firearm retail stores are small businesses, often operated by individuals or families. Some are “side businesses” of those with other full-time employment, while some may be an individual’s primary means of employment. Recognizing the role the shop plays in the life of the owner will help you appreciate the underlying interests of the individuals you will be speaking with, leading to more productive initial outreach.



IN THE TAP TOOLKIT APPENDIX, WE PROVIDE DRAFT EMAIL LANGUAGE FOR NEW PARTNERS AND FOR THOSE YOU MAY HAVE MET IN THE COMMUNITY AT AN EVENT LIKE A GUN SHOW.

Trust is a prerequisite in working with both firearm and Veteran communities, and trust is often established most easily through face-to-face interactions. Phone calls and emails can be great first steps, but in-person engagement will help lay the necessary groundwork for trusting, working relationships. Showing up and visiting a facility shows genuine interest in the potential partner.

Whenever connecting with the community, it is important to **always model respect, be prepared and organized, and know the material.** Be sure to pay attention to the needs and goals of the person you are talking to by listening closely, and adjust your conversation based on those needs.

Meeting a potential storage partner where they are, both literally and figuratively, helps to build initial trust. Visiting also allows for a subjective evaluation of a facility’s environment, including getting to know the culture of the facility. Ultimately, TAP project coordinator and outreach staff must recruit partners by introducing what is likely a new concept (voluntary, temporary, out-of-home storage for suicide prevention) and inviting them to partner, while also listening to their concerns. It requires more than just casual outreach. The coordinator must be prepared to approach the process with thoughtfulness and intentionality. To support you in this effort, you will want to review and understand many of the common questions and concerns firearm retailers and owners have with TAP.

In the Frequently Asked Questions (FAQ) document (in the [TAP Toolkit Appendix](#)) we have included some of these common questions and our suggested answers. It can be helpful to review this beforehand to help increase your confidence in discussing frequent concerns. Topics and questions that are not in the FAQ document may arise and it is important not to provide an answer if you are not sure, as this would damage trust. In such circumstances, you can let the partner know that you will work with them to find an answer or solution. Additionally, you can reach out to us at www.armoryproject.org to join our Community of Practice and seek answers.

Groups pursuing TAP in their local area are welcome to invite initial partners to attend TAP www.armoryproject.org Community of Practice meetings to gain guidance and knowledge from our Storage Partners and support team, who have been doing this work for a while.

We want to support you in creating your own community of practice meeting, so you are better able to navigate legal and regulatory processes unique to your State and/or County.

“Living in Louisiana, I know others who have between 15–100 guns, and it is part of the culture. Giving them to a gun store may be easier than giving to a friend. I love the idea of the storage at gun shop and a place to turn the weapons in.”

— Firearm Owner



TAP ONBOARDING

A strength of TAP is that each partner who joins us first participates in an onboarding meeting with TAP support staff, followed by a training session for their staff. This onboarding and training process ensures the partner and their staff are 1) well-prepared to have conversations about secure firearm storage, 2) know how to watch for and respond to signs of a suicidal crisis, 3) can share information about the process of voluntary, temporary out-of-home firearm storage, and 4) can conduct the necessary storage transactions when appropriate.

The materials for this section are intended to provide basic information so that all TAP members have consistent background information and shared understanding of the project. Modification and tailoring may make sense to meet the local context of your community.

After initial contact with a potential partner – which may take place in person, over the phone, or by email – they will signal that they agree to be a TAP Partner. At that time have a meeting to review the Onboarding Memo, materials from the project, and to schedule training for staff (steps 1 - 4 below).

WHO SHOULD ATTEND	Program Coordinator, Project Outreach Staff, Owner(s) and/or key managers (this varies by facility type)
TIME COMMITMENT	Up to two hours (up to one hour with key managers and up to one hour training staff)
ACTIVITIES	<p>Step One: Tour of facility</p> <p>Step Two: Establish the Mission - Go through the TAP Training Slide Deck with the owner and/or manager so they know what will be said at the training before they attend with their staff.</p> <p>Step Three: Review Onboarding Memo and optional Guidance Document</p> <p>Step Four: Train the staff</p>

ORGANIZING See the TAP Partner Onboarding and Training Checklist in the [TAP Toolkit Appendix](#) to assist with organizing steps throughout the onboarding process.

WHAT TO BRING The onboarding materials located in the [TAP Toolkit Appendix](#) include:

- Onboarding Memo
 - The Training Presentation Slides Handout (including both slides with notes for presenting and slides to share in the TAP Toolkit Appendix)
 - Sample printed resources related to suicide prevention and secure firearm storage (also available on www.armoryproject.org for TAP Partners to download, and we offer to print additional copies for partners as our funds allow)
 - Any additional resource materials locally provided in addition to TAP resources
 - Marketing materials request document
 - Guidance document
-



JOSH AND FELICIA BURNS,
TAP PARTNERS AND OWNERS
OF APOCALYPSE SPORTS IN
PONCHATOULA, LA

STEP ONE: TOUR THE FACILITY

When you arrive at the new TAP partner for onboarding, first ask them to show you around their facility. Take this opportunity to mention signs, banners, decals for TAP and gauge what materials they are interested in having at the facility. (Note: if you have completed initial meetings with the partner via phone or email, etc., the first time you visit the facility may be during staff training.)

Marketing and Outreach is a key component of TAP. To build awareness and prompt conversations, partners should have adequate and appropriate signage and informational handouts or brochures available to patrons. All partners should be willing to promote the service in their facility and when they speak to those in their community.

While program marketing could be left up to each partner to handle individually, the overall project is stronger because of the common design, language, and advertising across partners in the community. The language and look of the materials we provide within this toolkit were developed with the initial TAP partners. Because our partners had a role in creating the materials, they were enthusiastic about using them to market the program. We hope these materials will

also resonate with potential storage partners in other regions.

As you tour the facility, take notes to make sure you get the correct items and amounts recorded on the Marketing Materials Request document (in the [TAP Marketing Materials Appendix](#)). Discussing their facility, learning about their business, gauging which marketing items are of interest, and writing this information down will demonstrate your commitment to personalizing TAP for their needs.

“We’ve noticed a lot of people; they’ll pick up the brochure and they’ll be very impressed with it. They’ll go, ‘Oh yeah, that’s a great idea.’”
— TAP Partner Staff



INTERIOR OF THE RUSTIC RENEGADE,
ONE OF THE FIRST TAP PARTNERS



Firearm retail stores can vary widely by size, layout, and style. By offering partners a variety of marketing materials, you can ensure that each partner will have options to properly advertise the temporary storage program in each unique store environment.

TAP MARKETING MATERIALS

Examples of our marketing materials are found in the [TAP Marketing Materials Appendix](#). We have various versions of these materials available for download from [our website](#). We encourage you to use what is provided with your community. You can also customize these materials with your own images or by adding your own logos. If you want to use or adapt our materials, please reach out to TAP (contact@armoryproject.org) so we can track how the materials are being used and make sure use of the materials aligns with TAP goals and values.

Marketing is a great option for TAP partners without the capacity to provide out-of-home storage or who are hesitant to become a full storage partner right away. Partners who market at their location can support TAP by increasing awareness of voluntary, temporary out-of-home storage for suicide prevention, offering resources to their community, and providing interested patrons with a “warm hand-off” to other partners in the TAP network to assist them with storage needs.

Marketing Materials:

- 18x24 Wall Posters
- Window Clings
- A trifold brochure
- Banners
- Small tabletop signs
- Stickers

STEP TWO: ESTABLISH THE MISSION

Next, you will want to find somewhere to sit with the owner and/or manager and provide a mini training on TAP (again, this step may take place over the phone, email, video conference, etc.). This will mirror the training that will be done with the staff once fully onboarded. It may be abridged in some places based on the conversations you have already had but it is important the facility leadership knows what will be taught in staff training. Reviewing the material together will allow you to better understand facility leadership's perspective and address additional questions or misunderstandings about the temporary storage project and/or suicide awareness.

We have developed a template that Storage Partners can adapt to help guide conversations between a partner and a firearm owner about the voluntary, temporary storage process. It covers topics such as whether the partner will charge a fee for storage (most TAP Partners do not) and what will happen when the firearm owner is ready to have their firearm(s) returned to them.

TAP PARTNERS AND OWNERS OF NEUTRAL GROUND GUN COMPANY, ARABI, LA.



TRAINING

Training description: The training provides a general overview of suicide risk and prevention and related firearm safety basics. These are key concepts to prepare staff to interact with patrons positively.

You can find instructional notes on conducting the training in the [TAP Toolkit Appendix](#) or at armoryproject.org/program#resources. The slide training section is designed to support partners to conduct the training themselves (if needed) or in partnership with TAP staff (preferred). The notes with the slides in the [TAP Toolkit Appendix](#) are provided for the trainer, followed by an easy printable slide section that can be handed out to the trainees. Feel free to use the presentation language in the slides or modify as makes sense for the presentation.

Within the training are slides on the different ways voluntary, temporary out-of-home firearm storage may be provided by a partner. This is a good time to solidify the voluntary, temporary out-of-home firearm storage the facility plans to use.



PRESENTATION SLIDES



Please note: Editing the training slides is appropriate to make the training more applicable to your audience.

Below are some suggestions on training modifications you may want to consider:

- Adding slides on the organizations involved in the TAP effort locally,
- Removing the slides that are not applicable on different ways to conduct voluntary, temporary secure storage if a particular facility is not using that method, and
- Adding slides on local resources or additional resources at the end of the presentation.
- We suggest discussing changes with your local community of practice and partners.



RAUL FUSTER, VETERAN AND TAP VOLUNTEER,
TALKING ABOUT SECURE FIREARM STORAGE

TAP FIREARM STORAGE

As part of TAP, Storage Partners follow the law and utilize their professional discretion in choosing how to accept firearms for voluntary, temporary storage and return those firearms when the owner is ready to have them back. Through discussions with the firearm owner, a Storage Partner may choose to establish a uniform policy for all temporary storage situations or to handle each situation on a case-by-case basis.

Some considerations:

- Is the individual experiencing an acute situation regarding mental health and/or relationship or other challenges?
- How long does the person want to store their firearm(s) for? A set duration or open-ended?
- Before and during the initial time of storage, is the person keeping in touch with the partner regarding how they're doing?

Based on these and any other relevant factors, the partner may choose to treat the temporary, voluntary storage situation as **“clean and hold”** (where the Storage Partner must perform some minor repair or cleaning) or **“temporary storage”** (where the Storage Partner agrees to temporarily store firearms for free or a small cost). Some partners may provide storage lockers that a firearm owner can access and use on their own. Options for providing voluntary, temporary storage should conform to local, state, and federal laws; Storage partners are most likely to know these laws and/or to have an ATF liaison they can consult with questions. Regardless of which process they adopt; the partner must follow the requirements of federal regulations when taking in and returning the firearm.

Record keeping guidance for an FFL to log the firearm(s) into their Acquisition and Disposition (A&D) logbook is provided in the [Appendix](#). FFLs and firearm owners often express concern about what will happen if a customer does not pass the background check; we provide our best answer to that question in our FAQ.

It is important for the Storage Partner to have a transparent discussion with the firearm owner about what the firearm storage intake and return process will look like. Some storage partners we've worked with have developed their own written document to help guide discussions about voluntary, temporary storage with their patrons. We have developed a template for a firearm storage agreement that can be adapted and edited by any Storage Partner for their use, included in our [Appendices](#).

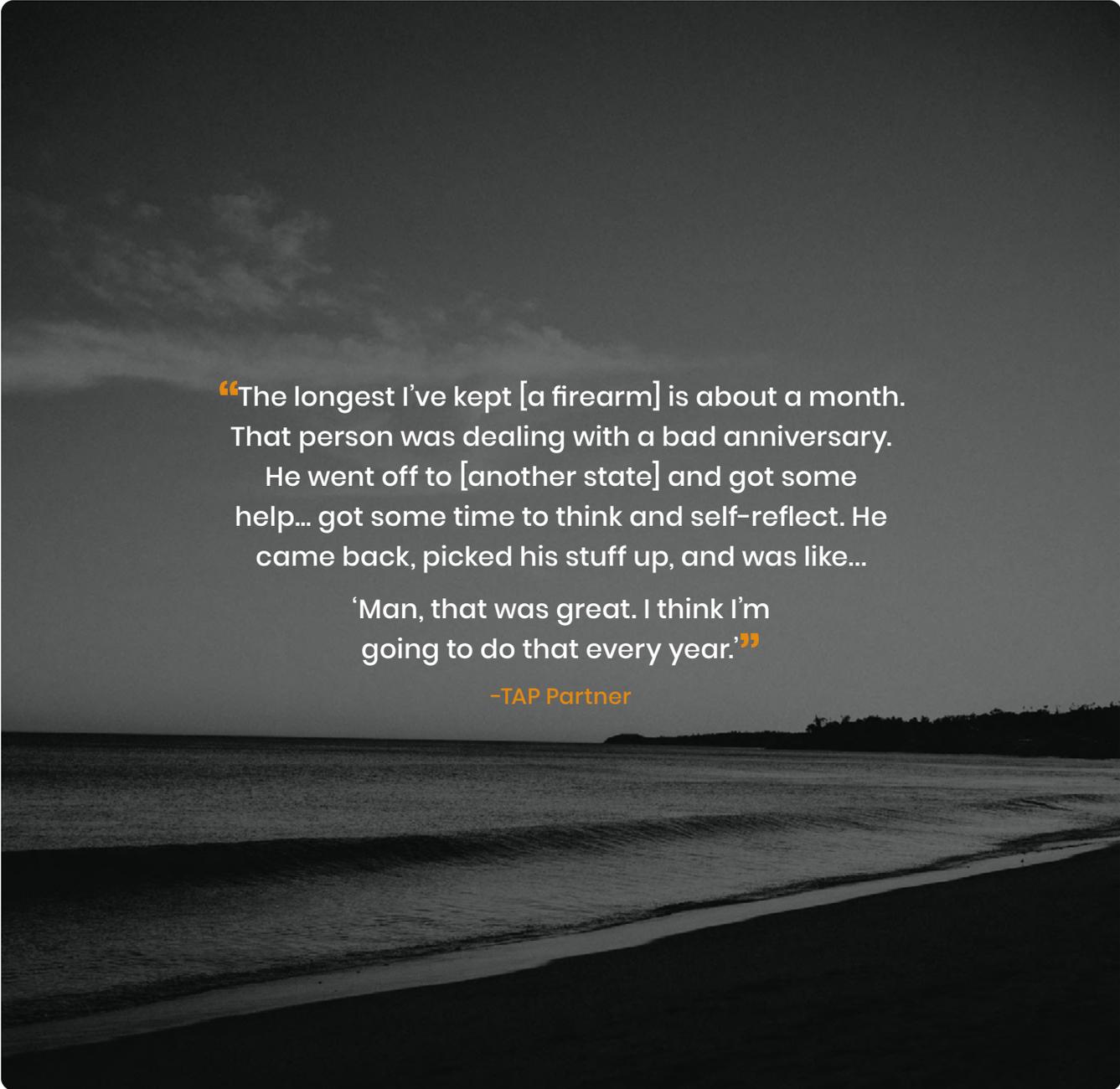
**Refer to the TAP Toolkit
Appendix for:**

Answers to frequently asked questions

Guidance on the logistics of out-of-home storage

NSSF Guidance for record keeping at firearm retailers.

Template for Firearm Storage Agreement



“The longest I’ve kept [a firearm] is about a month. That person was dealing with a bad anniversary. He went off to [another state] and got some help... got some time to think and self-reflect. He came back, picked his stuff up, and was like...

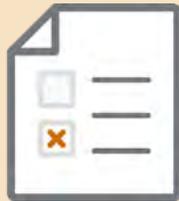
‘Man, that was great. I think I’m going to do that every year.’”

-TAP Partner

STEP THREE: REVIEW THE ONBOARDING MEMO

The Onboarding Memo is an important document to review. It solidifies the partnership in a transparent way, detailing the roles and responsibilities for both the TAP partner and any coordinating group/entity.

If the partner does not have the capacity to offer on-site storage as a TAP partner, you may want to discuss the item on, “Purchasing storage devices, and/or making changes to on-site storage facility, or otherwise support the participation in TAP as they see fit to facilitate success of the program”. In general, this means having a plan in place for having that partner refer people interested in voluntary, temporary out-of-home storage to another TAP partner in the network.



SUGGESTION: READ THROUGH THE MEMO OUT LOUD AND CHECK OFF EACH ONE WITH YOUR PEN AS YOU READ.

YOU ARE FORMING A NEW PARTNERSHIP WITH THIS BUSINESS, AND IT IS IMPORTANT THEY KNOW YOUR GROUP IS COMMITTED TO ITS END OF THE WORK. READING AND CHECKING OFF YOUR RESPONSIBILITIES IS A WAY TO DEMONSTRATE YOUR COMMITMENT TO BUILD TRUST.

Adopting The Armory Project (TAP) at your location!

TAP will help prevent suicide by firearm within the community. TAP is designed to provide out-of-home firearm storage options for those at increased risk. TAP staff and partners have different responsibilities but will work together to ensure the success of this program.



Duties and responsibilities will include:

Participating in regularly occurring meetings to develop a shared practice plan and to manage any issues that arise in the execution of the plan.

Providing partners with sample storage agreements that can be tailored for use at the discretion of local storage partners. The staff undertakes no legal representation, nor does it guarantee that the agreements protect participants to the extent desired.

- Providing each partner with staff training regarding suicide prevention and managing conversations with those who may be at risk for suicide.
- Providing each partner with printed materials describing out-of-home storage options and how individuals in need can access mental health care.
- Providing the partner with advertising materials including posters and banners for TAP.

Storage Partner duties and responsibilities will include:

- Participating in regularly occurring meetings to develop a shared practice plan and provide feedback on utility of the TAP practice plan.
- Develop and utilize a firearm storage agreement to store firearms for individuals in need.
- Permitting training of staff in suicide prevention interventions and strategies for managing conversations with those who may be at risk for suicide.
- Displaying printed materials describing out-of-home storage options included in TAP and information on how individuals can access mental health care.
- Displaying advertising materials including posters and banners with the TAP logo.
- Engaging interested individuals in conversations about the out-of-home storage options and providing them with printed informational materials.
- Purchasing storage devices, and/or making changes to on-site storage facility, or otherwise support the participation in TAP as they see fit to facilitate success of this program.
- Allowing periodic visits by TAP staff to interact with partner staff, determine acceptability and utility of TAP, and to assist with support or modifications as needed.

By signing below, you voluntarily agree to the terms and scope of work described above.

Thank you, and we look forward to collaborating with you!

On behalf of the TAP team:

SIGNATURE

DATE

Storage partner:

SIGNATURE

DATE

GUIDANCE DOCUMENT

At the outset, partners should solidify plans for how to handle storage transactions, implement a paperwork process, and train their staff on the service.

The paperwork should include an agreement that lays out the terms of the voluntary, temporary storage agreement including timing, costs (if any), when and how the stored firearm(s) may be retrieved, etc. It should provide answers for some of the common questions a firearm owner might have when considering voluntary, temporary, out-of-home storage. See the Template for Firearm Storage Agreements in the [TAP Toolkit Appendix](#).

Utilizing a staff support document allows you to create a quick access reference that can detail the basics for having discussions about suicide and secure firearm storage, procedures for voluntary, temporary storage services approved by the partner, and how to contact TAP project staff and other partners.

A customizable Guidance Document is provided in the [TAP Toolkit Appendix](#) to review with the storage partner. This document can be printed on cardstock and laminated so it can be easily accessed by staff when needed.

ONBOARDING TAP PARTNER AT INTERSTATE GUNS IN HAMMOND, LA.



STEP FOUR: TRAIN THE STAFF

Below are brief explanations of the training sections to supplement the instructions provided in the TAP Toolkit Appendix. Large sections of the training use the Department of Veterans Affairs S.A.V.E. training and have been modified to support the needs of TAP and its partners. **TAP training covers three sections: Perceptions and Myths, S.A.V.E. training, and Resources and Connection.**

PERCEPTIONS AND MYTHS

In this section we review myths and realities that can create barriers to suicide prevention work. These are beliefs and attitudes we have encountered from firearm owners or partner staff, or that they heard from their patrons. This section of the training prepares firearm staff to hear and appropriately react to such beliefs and attitudes.

It's important to help participants understand that **some of the attitudes they may have about suicide can be harmful** — for example, the myth that asking someone a direct question about suicide will plant the idea of suicide in their mind.

S.A.V.E. TRAINING

This section provides the basics of “Gatekeeper” training for suicide prevention. Nested within are specific considerations around suicide and firearms. These slides explain why we focus on firearms by providing staff with information on suicidal behavior, lethality of different means of suicide, and misconceptions associated with suicide and firearms. This section also includes two slides on different ways that partners can provide voluntary, temporary out-of-home storage services. The end of this section would be a good time to review the Guidance Document created for the partner.

RESOURCES AND CONNECTION

The last section includes resources and slides connecting the training back to the larger TAP effort and educates staff on the Community of Practice (CoP).

Consult the FAQ to be able to respond to questions and experiences around resources such as the national suicide prevention crisis line. Some community members may have concerns related to the stigma of reaching out or about the quality and availability of help through the crisis line, and it is important to address these concerns.



Individuals have many different experiences with crisis lines and/or the VA, so it is important to ensure they are heard and answer questions in an unbiased way.

LOGISTICS OF STAFF TRAINING

Identify an appropriate location and room set up for a staff training, ensure that you can either print and review the slides or, ideally, present slides to the group either using a projector and screen, or a monitor or TV hookup. *(Note: some facilities have classroom space for firearms classes where we have been able to conduct staff training. Others do not, and we have brought printed copies of the training slides for discussion in whatever space is available.)*

Work with the partner to identify an appropriate time and day for the training to ensure their staff will be present for the training. In our experience, this has typically been a morning before the facility opens or during a less busy time at the facility to allow staff to pop in and out if patrons come in.

MATERIALS YOU WILL NEED FOR THE TRAINING INCLUDE:

Printable Slides

Examples of each print resources (related to suicide prevention, firearm safety, and/or mental health) that the partner will be providing.

Local crafted and/or provided Life Challenges + Mental Health Resources

Guidance Document that can stay in a prominent location for staff.

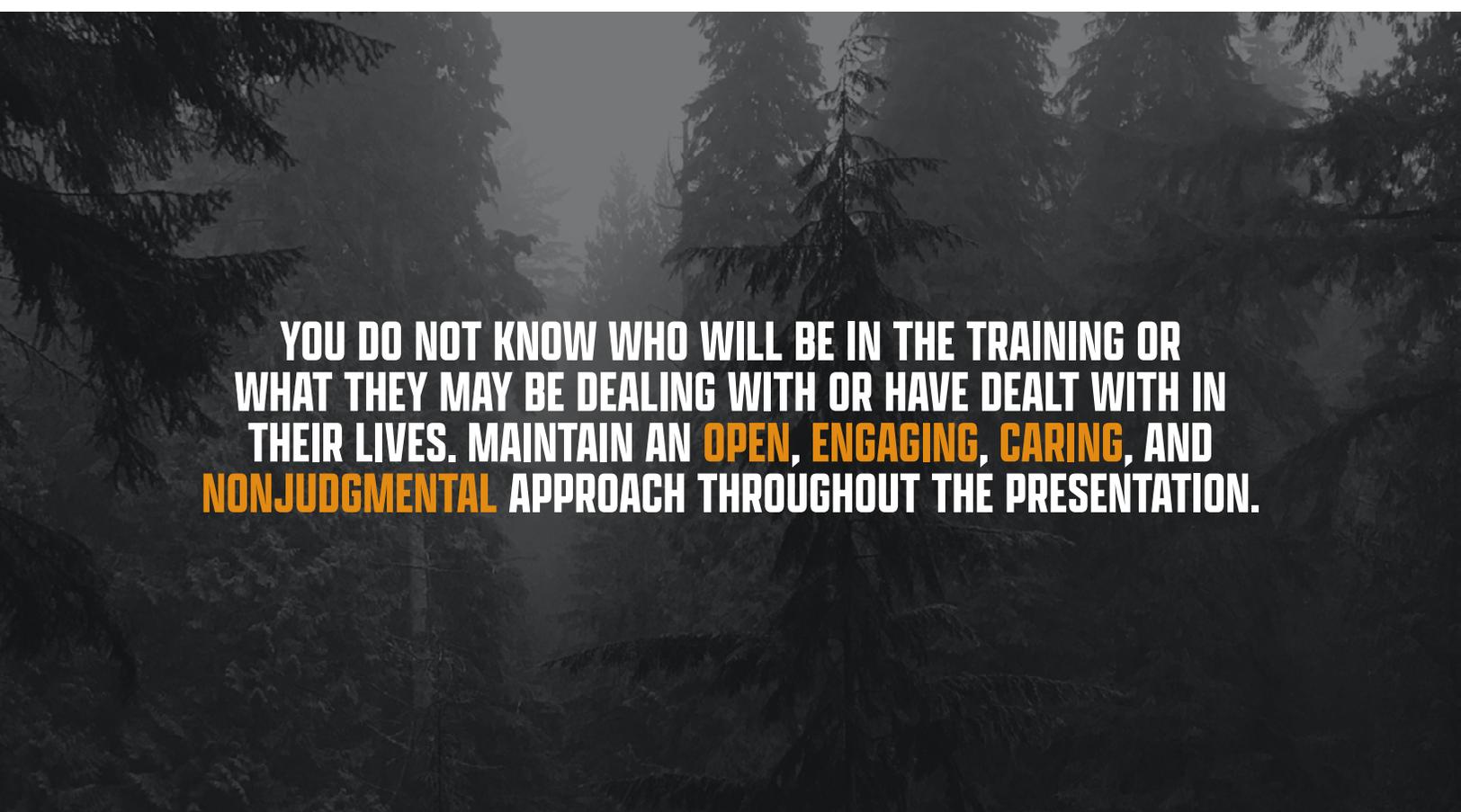
PREPARING FOR TRAINING

Before conducting a training, you will want to familiarize yourself with the goals, topics, and possible reactions to the training. Beyond the training slides, training instructions, and FAQs we have included information in this section to support successful trainings.

EMOTIONAL RESPONSES TO THE TOPIC OF SUICIDE

Discussions are encouraged to help participants feel comfortable with the topic and have more confidence to talk with others about it. Discussion about suicide attempts, personal history with suicide risk, or other difficult emotions may naturally arise during the training. TAP project coordinator and outreach staff should be prepared to manage these conversations with empathy.

Occasionally, a person may become very emotional or may disclose more about their own life experiences or circumstances than expected. Such disclosures may feel uncomfortable for the discloser or other people who are present in the training.



YOU DO NOT KNOW WHO WILL BE IN THE TRAINING OR WHAT THEY MAY BE DEALING WITH OR HAVE DEALT WITH IN THEIR LIVES. MAINTAIN AN OPEN, ENGAGING, CARING, AND NONJUDGMENTAL APPROACH THROUGHOUT THE PRESENTATION.

The project itself, the staff, and the TAP partners do not have requirements of liability, supervision, documentation, or oversight to provide mental health care and it is important to remember that the training is **not a support group** and is not intended to be therapeutic. The goal of the training is to prepare staff to discuss TAP with individuals who may need the service.

While disclosure of personal experiences can sometimes be challenging during the training, you may also encounter times when people are quiet because they have had personal experiences but don't want to discuss them in a group setting. In such circumstances, the trainer should be prepared to lead discussions and provide examples.

Strategies for coping with sharing of personal experiences during training could include:

- Set expectations by discussing that the training can be emotional prior to starting.
- During training, avoid group discussions becoming one-on-one conversations by regularly checking in with other trainees on the content of the training.
- Referring trainees to resources before and/or after the training.
- Checking in with the person after the training.
- If the emotions are extreme and it is taking the training off course, take a break.

TAP PARTNERS PREPARED FOR THE TRAINING PRESENTATION



NEW TAP PARTNER ONBOARDED

Once onboarded, invite the new TAP partner to the next community of practice (CoP) meeting so they can connect with other TAP partners. Also make sure to add them to all group correspondence.

The next section will walk you through the process and background for having the CoP calls. In many locations, organizations are trying to get the word out about the availability of voluntary, temporary out-of-home storage by creating storage maps. If you would like to create a map to connect storage seeking patrons to your TAP partners, you should first confirm their desire to be included. Below is a list of existing maps and there is a guide to creating your own map at coloradosph.cuanschutz.edu/docs/librariesprovider151/default-document-library/firearm-injury-prevention-toolkit52fb14e7302864d9a5bfff0a001ce385.pdf

STATE	LINK TO MAP*
COLORADO	COLORADO FIREARM SAFETY COALITION COLORADOFIREARMSAFETYCOALITION.ORG/GUN-STORAGE-MAP
LOUISIANA	LOUISIANA STORAGE PARTNERS – THE ARMORY PROJECT ARMORYPROJECT.ORG/LOUISIANA
MARYLAND	MARYLANDERS TO PREVENT GUN VIOLENCE MDPGV.ORG/SAFESTORAGEMAP
MISSISSIPPI	MISSISSIPPI STORAGE MAP MIKEANESTIS.WEEBLY.COM/MS-GUN-STORAGE-MAP.HTML
MISSOURI	FIREARM SAFE STORAGE MAP FOR MISSOURI SAFERHOMESCOLLABORATIVE.ORG/FIREARM-SAFE-STORAGE-MAP-FOR-MISSOURI
NEW JERSEY	NJ FIREARM STORAGE MAP GUNVIOLENCERESEARCHCENTER.RUTGERS.EDU/NJ-FIREARM-STORAGE-MAP
NEW YORK	NEW YORK FIREARM STORAGE MAP ROCKINST.ORG/BLOG/NEW-YORK-FIREARM-STORAGE-MAP
WASHINGTON	WASHINGTON FIREARM SAFE STORAGE MAP HIPRC.ORG/FIREARM-STORAGE-WA
WISCONSIN	GUN SHOP SAFETY AND STORAGE PROGRAM BETHEREWIS.COM/FIREARM-STORAGE-ONLINE-MAP

**These sites are updated and maintained by local coalitions; please verify information before using or sharing these maps.*

PARTNER SUPPORT

Once the new TAP partner site is up and running there are basic ongoing tasks that will continue to support the TAP partner.

CREATING A COMMUNITY OF PRACTICE

We have found that a key element of sustaining and growing TAP is having regular CoP meetings, these meetings are where TAP partners can meet and connect with program staff and other partners. New TAP partners can become part of the existing community, receive “mentoring” from existing members, and bring their new ideas and enthusiasm to the group.

These meetings can be formal or informal in nature and can be held in-person or virtually, depending on the preferences of those involved. You and your partners can decide how often to meet and who to invite. The goal is to set up regular meetings where the partners involved in TAP can meet to discuss challenges, logistics, and share experiences.

“That’s the biggest help, hearing from the other guys and what’s working for them. I stole my idea from [name of store owner], to get the word out by reaching out to our local sheriff.”

— TAP Partner

Benefits of regular CoP meetings for TAP partners:

- Networking opportunities
- Chances to problem-solve real world challenges with a group of experienced professionals.
- A setting to introduce new TAP partners and help them learn more about the project from those already involved.
- Opportunities to tackle larger issues as a group.
- Creates a space for partners to discuss future directions for this type of work, beyond TAP.

Example: A new TAP partner is considering various options for how to manage the paperwork side of their storage service. The TAP program coordinator can offer any insights that come from the research literature while other TAP partners can share their own experiences and any lessons learned.

Currently, our CoP meetings are organized and co-facilitated by a member of our project staff and a local CEPC. They occur monthly, last 30-45 minutes, and are held via an online video conference platform. We open the meeting with a brief check-in, during which TAP partners can share what is going well, what challenges have come up, and where they need support. Partners often share resources and ideas with each other. We also discuss any new directions TAP could take in the future.

Louisiana TAP partners have shared that **offering voluntary, temporary storage without some ongoing support would be difficult or impossible** given their range of responsibilities in running a retail business. It is important for the program coordinator to provide technical support to the TAP partners (to the extent possible) as well as creating opportunities for connections between the partners.

CALEB MORSE, OWNER OF THE RUSTIC RENEGADE AND TAP PARTNER, WITH HIS TEAM AT A COMMUNITY EVENT



When TAP was implemented in Louisiana, the group successfully pursued the creation of **Louisiana ACT 253** in 2022 to provide immunity from civil liability for FFLs who provide temporary storage.

ONGOING SUPPORT

Once the CoP is up and running and you can bring on more partners, there are basic ongoing tasks that will continue to support the TAP partner as the project grows in your area.

- Check in with TAP partners via their preferred method and provide additional marketing materials at regular intervals.
- Hold regularly scheduled CoP meetings.
- Connect with partners and others at community firearm events, such as gun shows or health fairs to promote TAP.
- Develop strategies with TAP partners to address the need for refresher training or training for new staff.
- Discuss other efforts TAP partners may want to work on. These could be related to suicide prevention or other secure firearm storage practices, such as:
 - Modifying existing classes held by partners to include education or videos such as **Saving Lives Together** armoryproject.org/relatedprojects#slt
 - Educating new firearm owners and families with small children about secure storage
 - Supporting family members who have someone in the home with dementia or other cognitive challenges.
- Connect partners with resources for postvention as needed. (Postvention refers to interventions and supports for those who are recently bereaved due to suicide.)
- Promote TAP to health care providers and others in the community who can raise awareness.
- We have developed a training video that can be used as a refresher or to use to train new staff, available at armoryproject.org/program#video

ALL TAP PARTNERS HAVE MENTIONED A DESIRE FOR A “REFRESHER TRAINING” ANNUALLY OR EVERY SIX MONTHS.

OTHER VOLUNTARY, TEMPORARY OUT-OF-HOME FIREARM STORAGE PROJECTS

Other ideas for voluntary, temporary out-of-home storage practices we have heard include firearm storage in lockers located at Veterans Service Organizations (VSOs) as well as firearm storage with law enforcement (which is an official option in states such as Utah, Colorado,

“Obviously, a gun store is not traditionally thought of as a place where you go to talk about mental health.

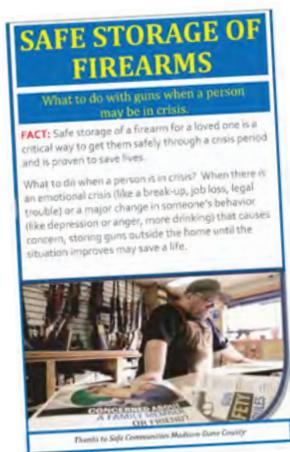
But you have this brochure in front of you, and that opens up a can of worms... we’ve had multiple conversations that are beneficial for all.”

— TAP Partner

and Washington). In developing TAP, firearm owners voiced that some are reluctant to store their firearms with law enforcement due to concerns about the potential for damage to firearms and/or challenges with getting their firearms back. We also heard about challenges to VSOs providing firearm storage, including liability concerns and lack of secure storage options. TAP therefore decided to focus on firearm retailers as acceptable storage partners. However, TAP’s work aligns with that of Veterans Service Organizations, including [American Legion’s Be the One initiative](#) so it is

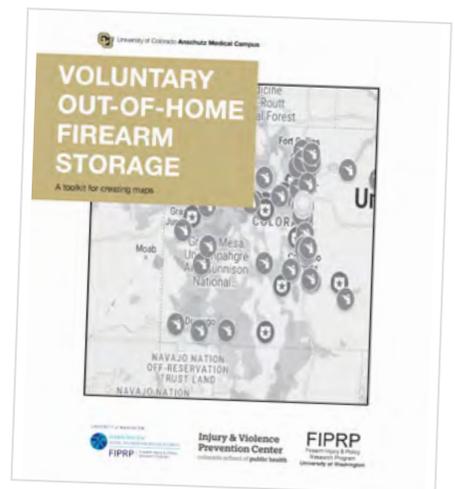
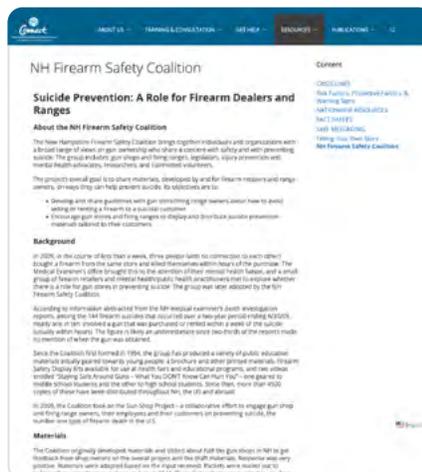
advantageous to provide resource lists and brochures to local VSOs.

Firearm industry leaders and other coalitions around the country have developed and shared helpful materials related to secure firearm storage and suicide prevention.



PAMPHLET FROM BE THERE FOR WISCONSIN VETERANS

GUN SHOP PROJECT WEBSITE



INJURY AND VIOLENCE PREVENTION CENTER AND FIREARM INJURY PREVENTION INITIATIVE TOOLKIT

COMMUNITY-FOCUSED FIREARM SUICIDE PREVENTION RESOURCES

Be There for Wisconsin Veterans

betherewis.com/firearm-storage-online-map

Gun Shop Project introduction packet and forms

Gun Shop Project

theconnectprogram.org/resources/nh-firearm-safety-coalition

A project reaching out to gun shops on roles they can play in suicide prevention

Injury and Violence Prevention Center and Firearm Injury Prevention Initiative

coloradosph.cuanschutz.edu/docs/librariesprovider151/default-document-library/firearm-injury-prevention-toolkit52fb14e7302864d9a5bfff0a001ce385.pdf

A toolkit for creating maps for voluntary out-of-home firearm storage

National Shooting Sports Foundation (NSSF)

nssf.org/safety/suicide-prevention/suicide-prevention-toolkit

Includes toolkit and materials from a partnership between VA, NSSF, and the American Foundation for Suicide Prevention (AFSP)

Suicide Prevention is Everyone's Business

mentalhealth.va.gov/suicide_prevention/docs/Toolkit_Safe_Firearm_Storage_CLEARED_508_2-24-20.pdf

A Toolkit for Safe Firearm Storage in Your Community

Pause to Protect

pausetoprotect.org

Empowers firearm businesses across the United States to take steps to prevent accidents and injury involving personally-owned firearms.

NSSF TOOLKIT

SUICIDE PREVENTION IS EVERYONE'S BUSINESS TOOLKIT

PAUSE TO PROTECT WEBSITE

EVALUATION OPTIONS

Evaluating your secure firearm storage program may help you document impacts of the program and inform improvements over time. Through data collection and evaluation, you will have data to support applications for funding from private and not-for-profit organization including local, state, and/or federal grant funding.

Here are a few examples of how data might be gathered to measure impact:

- TAP partners and staff can be asked to complete brief surveys measuring knowledge and attitudes both before and after the TAP training.
- Partners can be evaluated for display of TAP marketing materials in their facilities.
- Impact can be measured by counting the number of conversations about voluntary, temporary out-of-home firearm storage, referrals to additional resources or support, or total numbers of firearm storage transaction and/or firearms stored.
- TAP partners could create a brief survey to ask their patrons for feedback when they engage with the voluntary, temporary out of home storage of their firearms.
- You could conduct qualitative interviews with TAP partners and their staff to ask about acceptability and feasibility of participating in the program.

Find examples of the following evaluation tools in [the appendix](#) to modify or use:

- Pre-training Evaluation
- Post-training Evaluation
- Marketing Materials Evaluation

NATIONAL FIREARM PROJECT PRE-TRAINING EVALUATION ID: _____

DEMOGRAPHIC QUESTIONS

Your age:	Your gender:
Your race/ethnicity:	Home ZIP code:
Are you a veteran? If so, branch of service?	

KNOWLEDGE / PERCEPTIONS / BELIEFS

Many suicides can be prevented.	<input type="radio"/> Strongly Agree <input type="radio"/> Agree <input type="radio"/> Neither agree nor disagree <input type="radio"/> Disagree <input type="radio"/> Strongly Disagree
The most common method of suicide in Louisiana is by firearm.	<input type="radio"/> Strongly Agree <input type="radio"/> Agree <input type="radio"/> Neither agree nor disagree <input type="radio"/> Disagree <input type="radio"/> Strongly Disagree
It is important to be able to discuss out of home firearm storage options with my store's customers.	<input type="radio"/> Strongly Agree <input type="radio"/> Agree <input type="radio"/> Neither agree nor disagree <input type="radio"/> Disagree <input type="radio"/> Strongly Disagree
I am confident about discussing out of home firearm storage options with my store's customers.	<input type="radio"/> Strongly Agree <input type="radio"/> Agree <input type="radio"/> Neither agree nor disagree <input type="radio"/> Disagree <input type="radio"/> Strongly Disagree
In general, if a person receives mental health care, it does NOT mean they will be prohibited from having their firearms returned to them after temporary storage or from owning/possessing firearms in the future.	<input type="radio"/> Strongly Agree <input type="radio"/> Agree <input type="radio"/> Neither agree nor disagree <input type="radio"/> Disagree <input type="radio"/> Strongly Disagree

APPENDIX 82

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TAP TOOLKIT APPENDIX

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EMAIL DRAFT LANGUAGE EXAMPLE

Below is sample language to use with potential TAP partners **you have never met**:

Subject: The Armory Project Partnership

Hello —

I work for *[Company Name Here]* as a *[Job Title Here]*. I am a partner of the group working on The Armory Project (TAP). The purpose of this program is to aid in preventing suicide by firearm. One of the ways we aim to do that is through partnering with local firearm retailers and other storage partners (i.e., Ranges and Military Bases) to provide a place for firearm owners to store their firearms when in crisis. We are working with facilities that store, sell, repair, or clean firearms, shooting ranges, or shooting sports clubs to raise awareness about out-of-home firearm storage to prevent suicides. Some partners also agree to consider providing temporary out-of-home storage for firearm owners.

I've attached a 1-page info sheet about TAP partner opportunities.

I would love to talk to you in more detail about what we do, with hopes of potentially working together to save lives. I'm sure that you will have questions about liability, storage cost, and the overall process. We are excited to listen and answer any questions that you may have. We can come out to your location and speak with you about this in person, as well as bring some of our sample resources. We look forward to hearing from you.

If you prefer, we can call and discuss any questions you may have before we visit. Is there a good time to give you a call to discuss further, at your convenience?

Thank you,

[Your name, title, and phone number]

EMAIL DRAFT LANGUAGE EXAMPLE

Below is sample language to use with potential TAP partners **met at a community event**:

Subject: Follow-up from Gun Show: The Armory Project

Hello —

We met briefly at the Gun Show on Sunday. I am part of the group working on The Armory Project (TAP).

We are partnering with FFLs and others in [Your Community] to raise awareness about secure firearm storage to prevent suicides. Some partners also agree to consider providing temporary out-of-home storage for firearm owners.

I've attached a 1-page info sheet about TAP partner opportunities. We know you are leaders in the local firearm-owning community and would welcome the chance to talk more with you about TAP.

Is there a good time to give you a call to discuss further, at your convenience?

Thank you,

[Your name, title, and phone number]



TEMPORARY FIREARM STORAGE TO PREVENT SUICIDES

The Armory Project (TAP) is a collaborative effort to prevent firearm suicides with a focus on veterans and military families. Firearm owners, instructors, and retailers and other storage partners (i.e., Military Bases) are collaborating with researchers, advocates, and community members to reduce access to lethal means (firearms) when individuals are dealing with life or relationship challenges, mental health issues, and related difficult situations.

TAP is a partnership with firearm retail shops and other non-retail storage partners to offer temporary, out-of-home firearm storage to veterans and patrons. Each storage partner participates to the extent they are able and according to their own terms.

See more information and our storage map at armoryproject.org.

PARTNERSHIP OPTIONS	
STORAGE PARTNER	MARKETING PARTNER
Offers temporary storage & resources to veterans and other customers	Offers resources & marketing materials; facilitates referrals to the nearest storage partner
Required in-person training/ orientation for partner & staff	Required in-person training/ orientation for partner & staff
Optional participation in monthly virtual “Community of Practice” meetings	Optional participation in monthly virtual “Community of Practice” meetings
Engagement in research activities and providing data as requested	Voluntary reporting of data for research purposes
Partner receives one-time \$500 stipend to use to support firearm storage	Partner receives one-time \$150 stipend upon completion of staff orientation/training
Partner receives ongoing support related to mental health resources & connections for veterans and community	Partner receives ongoing support related to mental health resources & connections for veterans and community
Store is listed on TAP website and mentioned in community outreach	Store is listed on TAP website and mentioned in community outreach
Partner is connected to other storage partners for peer support	

THE ARMORY PROJECT

ANSWERS TO FREQUENTLY ASKED QUESTIONS

Important note: These are our best attempts at answering questions that may be asked by Federal Firearm Licensees (FFLs) and other storage partners who are considering joining The Armory Project (TAP) or a similar program, or by firearm owners who are considering temporary out-of-home firearm storage with a TAP Storage Partner. The answers to some of these questions are complex and may change based on state or federal laws and regulations, so please consult with additional sources where necessary.

Why would someone want to temporarily store their firearm(s) at a firearm retailer, range, or other storage partner?

Around half of all suicides in the United States involve a firearm, and the percentage is much higher for Veterans and service members. When an individual is at risk of suicide—especially when someone is at high risk—it may be best to temporarily remove lethal means (firearms) from the home. Putting “time and distance” between a person at risk of suicide and firearms will give the person time to get help and to get their firearms back when they are ready.

Some people may also want firearms temporarily stored outside of the home when going through a divorce, loss of job, have children visiting their home, if someone in the home is experiencing dementia or other memory issues, or if they are traveling out of state or on a deployment.

Why store firearms with a firearm retailer, range, or other TAP Storage Partner instead of with a family member?

A person who is having suicidal thoughts may not want to tell their family or friends, and some firearm owners may experience stigma around admitting to family or

friends that they can't have their firearms at home. Additionally, social isolation is a major risk factor for suicidality, and some people who are having suicidal thoughts may not have anyone they can turn to for temporary firearm storage.

While many state laws allow a person to give their firearms to a family member or friend to hold onto for them (if that person is not prohibited from owning firearms), some states have laws that make temporary transfer of firearms from one individual to another more challenging. In these states, a firearm retailer, range, or other storage partner may be the best option for voluntary, temporary out-of-home storage.

What organizations promote out-of-home storage?

Organizations like the National Shooting Sports Foundation (NSSF) recommend temporary off-site storage for firearms when you are concerned about yourself or a loved one. There are efforts similar to TAP in many states including Colorado, Wisconsin, and Washington; we provide a table listing these groups in the main part of our toolkit. We may not be aware of every effort, and new groups may get started at any time, so our list is not exhaustive.

What guidance does the ATF provide?

The Bureau of Alcohol, Tobacco, Firearms and Explosives (ATF) published an “Open Letter” to FFLs regarding storing firearms for members of the public. It was posted July 2023 and is available on the ATF’s public facing website (www.atf.gov) at: <https://www.atf.gov/rules-and-regulations/firearms-open-letters>.

ATF notes that FFLs can provide storage lockers for firearm owners on their premises, where an individual could temporarily store firearms on their own (not transferring the firearms to the FFL). This option may be preferred in some states and by some FFLs. However, there may be FFLs who do not have sufficient store space for lockers and/or there may be concerns about security of lockers. In addition, some individuals may have firearm collections of a size that prohibits the storage locker option.

An FFL may use what TAP calls a “temporary hold” or temporary transfer agreement between an FFL and a firearm owner. In this case, the FFL logs the firearm(s) in their Acquisition and Disposition (A&D) logbook, and the owner must pass a 4473 Background Check in order to have their firearms returned. (Please see the TAP Temporary Storage Agreement Template for more information.)

TAP has also heard from FFLs who have had a firearm owner drop off a firearm for Smithing (Repair) and Cleaning services and not come back to pick up the firearm until they are ready. In the case of Smithing and Cleaning, an FFL must log the firearm(s) into an A&D logbook if the firearm is left overnight (i.e., is not picked up the same day). However, the firearm owner does not have to complete a 4473 Background Check to have their firearms returned (note: it must be the original owner who is picking up the firearm).

Please always check with the ATF for guidance and up-to-date regulations and laws.

Is voluntary out-of-home firearm storage the same as court-ordered firearm storage?

The process of voluntarily storing firearms outside the home, as promoted by TAP, is different from the required removal of firearms that occurs under Extreme Risk Protection Orders (ERPOs), also known as “Red Flag Laws.” Under an ERPO, a court may rule that an individual who is deemed at high risk of harming themselves or others must relinquish all firearms and may not purchase additional firearms until the ERPO expires. With TAP, an individual firearm owner voluntarily chooses to temporarily store his/her firearm(s) away from home. There is no official court or law enforcement agency involvement with voluntary storage under initiatives such as TAP.

Does TAP track individuals who store firearms and/or the firearms that are stored with a FFL?

Coalitions like TAP **do not** collect that information. Rather, these groups are looking to create a public resource where firearm owners can voluntarily and temporarily store their firearms during a time of crisis or other need. TAP does not ask for names or identifying information about firearm owners who store their firearms with a firearm retailer. As part of evaluating TAP’s success, we ask our storage partners to let us know how things are going, how many people they have spoken with about temporary out-of-home firearm storage, and approximately how many firearms they are storing for customers.

What happens if a person temporarily stores firearms with an FFL and fails to pass the 4473 Background check?

There are several options in the event this happens.

1. The firearm owner can appeal the denial. Find out more information about the appeal through the National Instant Criminal Background Check System (NICS) here: ucr.fbi.gov/nics/appeals/nics-guide-for-appealing. The FFL can continue to hold the individual's firearm(s) until the appeal has been considered. If the denial is related to mental health disability, the firearm owner can apply to their state's relief of disability program (more information can be found here: atf.gov/firearms/docs/guide/nicsactlist7-7-210pdf/download).
2. The FFL may be able to release the firearm(s) to a trusted adult family member or friend (adult must be over the age required by local and State laws) if they provide a sworn statement that they understand the original owner has been denied through the NICS background check from possessing firearms. The designated adult will need to pass a background check, and the FFL may need to consult with the ATF in this scenario to ensure all local, State and Federal laws are being followed. On form 4473, Section E, Item 32, the FFL can indicate who received the firearm(s). The original firearm owner who did not pass the NICS background check is prohibited from constructive or actual possession, meaning the person who ends up with possession of the firearms cannot leave them around unlocked in the same house or in a safe where the prohibited person knows the combination, etc.

In this scenario, a FFL may consider asking for a written statement to be signed by the adult who does pass the background check and accepts responsibility for the firearm(s) indicating their knowledge that the prohibited person cannot have access to the firearm(s).
3. The FFL may offer to purchase the firearm(s) from the owner and/or sell them on consignment for the owner.

This situation is complicated, and it may be helpful for an FFL to have a transparent discussion with the firearm owner about this possibility prior to storing firearms. Our Storage Agreement Template provides suggested language for guiding such a conversation.

If an individual temporarily stores firearms with an FFL and gets mental health treatment, will that lead to them being denied on the 4473 Background Check?

As of 2025, [Form 4473](#) (Questions 21.g.) asks: “Have you ever been adjudicated as a mental defective OR have you ever been committed to a mental institution?” Before answering the question, we recommend reading closely the Notices, Instructions and Definitions section for Question 21.g, which is the following:

“Adjudicated as a Mental Defective: A determination by a court, board, commission, or other lawful authority that a person, as a result of marked subnormal intelligence, or mental illness, incompetency, condition, or disease: (1) is a danger to himself or to others; or (2) lacks the mental capacity to contract or manage his own affairs. This term shall include: (1) a finding of insanity by a court in a criminal case; and (2) those persons found incompetent to stand trial or found not guilty by reason of lack of mental responsibility. Committed to a Mental Institution: A formal commitment of a person to a mental institution by a court, board, commission, or other lawful authority. The term includes a commitment to a mental institution involuntarily. The term includes commitment for mental defectiveness or mental illness. It also includes commitments for other reasons, such as for drug use. The term does not include a person in a mental institution for observation or a voluntary admission to a mental institution.”

State Firearm Legislation?

It is important to be aware of what legislation exists in your state that could impact efforts to implement an initiative like TAP in your community. This includes state requirements for firearm transfers, Extreme Risk Protection Order (ERPO), and other relevant laws, which can change over time.

Some resources to understanding the legislation in your state:

- Laws specific to out-of-home storage: [Map & Resources Directory - WAV \(worriedaboutaveteran.org\)](#) or [worriedaboutaveteran.org/state-laws/](#)
- Overall state firearm legislative information: [State Laws and Published Ordinances - Firearms \(34th Edition\) | Bureau of Alcohol, Tobacco, Firearms and Explosives \(atf.gov\)](#)
- For most recent legislation it is highly suggested you meet and speak with your local ATF office about the TAP initiatives in your area. You can get connected to that person by contacting FITB@atf.gov and mentioning your connection with “**VISION’s The Armory Project**” or looking up your local director of industry and operations at [atf.gov/contact/atf-field-divisions](#)

Is there any federal legislation or guidance for firearm retailers and storage partners when it comes to providing voluntary, temporary firearm storage under a program such as TAP?

As of 2025, there is no federal legislation or guidance from a government agency around firearm retailers or other storage partners providing voluntary, temporary storage to individual firearm owners under a program such as TAP.

In the state of Louisiana, our coalition was able to pass legislation that provides immunity from civil liability for an FFL that provides temporary storage as long as they follow the law when returning firearms; see [Louisiana ACT 453](https://legis.la.gov/legis/ViewDocument.aspx?d=1289513) at legis.la.gov/legis/ViewDocument.aspx?d=1289513. Montana has passed similar legislation, and we are aware of other states working towards similar legislation.

Will the insurance policy of an individual firearm retailer cover the retailer in the event of a claim (for example, damage to a firearm that is being stored under a program like TAP)?

Any questions about insurance coverage would need to be addressed directly from a retailer to their insurer.

What if it's not possible for the storage or marketing partner to attend every monthly Community of Practice call?

It is not necessary to attend all the monthly CoP calls—there are other ways to remain engaged in the TAP Community of Practice, including reading and responding to monthly email communications or checking in with a member of the TAP team by text, email, or phone call.

What happens if a storage partner doesn't have the space to provide temporary storage for a large number of firearms or if there is an influx of requests?

Some storage partners have limited space and cannot hold multiple firearms. When this issue has come up, the Community of Practice has facilitated connections between storage partners so that a partner with more space available has been able to step forward and volunteer to take on some of those requests.

How can an interested person support TAP and voluntary, temporary out-of-home firearm storage?

Promoting awareness of voluntary, temporary out-of-home firearm storage and normalizing it as an option is one of the most helpful things you can do to support initiatives like TAP and to help prevent firearm suicide! Some people in your community who may be interested in hearing more about this option and spreading the word include:

- Health care providers
- Behavioral health systems and service providers
- Crisis hotlines and centers
- Suicide prevention organizations
- Veteran service organizations
- Gun clubs and shooting ranges
- Law enforcement and public safety associations
- Clergy and religious organizations that provide counseling
- Gun violence prevention groups
- Educational institutions and school counselors

This project promotes the use of the National Crisis Line. What do you do when someone has negative thoughts about those services?

Listen to the person's concerns and be open to understanding their experience or what they have heard. Validate that there have been problems identified in the past, but improvements are made to the service every day. Instill hope – let them know anyone can call the crisis line, even friends or family who are concerned about someone, and that the crisis line responders can give them tips and suggestions to help the person they are worried about. You may even suggest that the person call the crisis line during the day and ask responders questions to increase comfort, understanding, and trust in this resource.

Can a storage partner store National Firearms Act (NFA) items, such as short-barreled rifles or short-barreled shotguns?

It is always at the discretion of the storage partner whether to store items for an individual. In the case of NFA items, there is usually a monetary cost and somewhat lengthy process for the FFL or storage partner to transfer such items into their possession. As such, it is not a straightforward route to increasing the safety of a person in crisis. An alternative solution may be to take in non-NFA items that can decrease risk, such as ammunition for the NFA item. There are other creative solutions that can be explored should this come up, and the ATF would be a good resource to consult.

Can a storage partner store guns brought in by a concerned family member? For example, in the case of concern about suicide risk for an older adult in the home?

Again, the storage partner has the final say on which firearms they are comfortable storing. In this scenario, it may be preferable for the storage partner to discuss alternative options to avoid any legal concerns regarding taking in a firearm from someone other than the primary owner. For example, the storage partner could suggest the concerned family member ask another family member to store the firearm instead. Alternatively, the storage partner could suggest that the concerned family member take steps to reduce the person's access to a loaded firearm within the home, such as by removing the firing pin or locking the ammunition away.

Another resource in this scenario is to suggest the [Firearm Life Plan](https://firearmlifeplan.org) (at firearmlifeplan.org). This is an online tool that helps firearm owners and their family come up with a plan for how an individual would like firearm access to be handled as they age.

What happens if the firearm owner never returns to claim their firearms?

The TAP storage agreement template includes space for the firearm owner's contact information as well as contact information for a secondary contact. This is to provide the storage partner with another person who can be reached about the firearm. If neither party responds or claims the firearm, then the storage partner can determine how best to proceed based on their own policies or those of the ATF.

Who can store their firearms at a TAP partner military base?

Military bases generally can store firearms for anyone who can get on base, including Veterans, active-duty service members, and dependents. However, each base may operate differently so it is best to check with them directly.

If someone doesn't qualify to have their guns stored at a base, they can provide a referral to the nearest available TAP storage partner.

If you have any firearm-related questions, please contact ATF's Firearms Industry Programs Branch (FIPB) by email at FIPB@atf.gov or by phone at **(202) 648-7190**.

IF YOU DON'T KNOW THE ANSWER, DO NOT TRY TO ANSWER IT OR GIVE A PARTIAL ANSWER.

INSTEAD SAY, "THAT'S A GREAT QUESTION, LET ME GET BACK TO YOU."

TAP / COALITION RECRUITMENT CALL SCRIPT



My name is *[Your Name]* and I work with *[Company Name]*. In partnership with firearm owners, retailers, and community leaders we meet periodically to discuss how we can help reduce suicide through creating time and distance between a person and their firearm. This has led us to focus on:

- Creating out-of-home firearm storage solutions
- Improving in-home firearm storage solutions, and
- Improving messaging around safe firearm storage

HOW CAN GUN SHOPS HELP?

In many states, coalitions and non-profits are teaming up with gun shops to address suicide. For example, Project ChildSafe, the National Shooting Sports Foundation, and the VA's Suicide Prevention program bring brochures and info for shops to display somewhere in their store.

Some organizations have online maps of their state where community members can find local gun shops, shooting ranges, or law enforcement offices where they can voluntarily store their firearms when they (or someone in the home) are experiencing a mental health crisis or having thoughts of suicide.

We want to offer the same services to our community, and we are inquiring into whether you might be interested in partnering with us to provide this service?

Circle answer: Yes / No

If “yes”: Skip to next page to describe how this might work & take their information.

If “no” to firearm storage:

We understand that firearm storage might not work for your store. But we also know gun shops have customers who trust them. When folks visit your store, or their local range or gun club, they expect the high level of safety and accountability that you provide. We know that is important to you and your business, and it means a lot to customers. That's why we are wondering if there are other ways you might be willing to partner with us to prevent suicide and save lives.

Would you be willing to hand out or display any materials related to suicide prevention in your shop? *Circle answer: Yes / No*

Can we come visit you and bring educational materials? *Circle answer: Yes / No*

Continue here for a “yes” to interest in partnering:

Would you want to join a regular meeting we have with other business owners like yourself to discuss suicide prevention efforts we are working on in your community?

If willing to join the community of practice meeting: What is the preferred name and phone number (any other contact information) you would like us to list? Would you like us to send you a “welcome packet” that includes a background on the project and resources on suicide prevention?

Name of Store: _____

Contact Person: _____

Phone: _____ Email: _____

Preferred name to be listed? _____

If your store currently displays or hands out materials on suicide prevention, can you describe any of them?

If unwilling: Thank you for your time. Would you like us to provide you with our contact information in case you reconsider in the future? *Circle answer: Yes / No*

Please contact: _____ or call me at: _____

HELPFUL STATEMENTS:

- “The last thing we want to do is tell you how to do business and that’s why we will clearly state that the listed businesses consider requests for storage on a case-by-case basis.”
- “We want to make sure that you still feel empowered to make your own decisions whether or not to offer storage depending on the individual circumstances.”
- “My goal is to reduce deaths by suicide. I just want to explain who we are and what we are trying to do and let your business make their own informed decision.”

TIP: Always be open and honest. If you do not know the answer, check out our FAQ document in the [TAP Toolkit](#). If you are still unsure, tell them you will find out and follow up with them.

Thank you for adopting **The Armory Project (TAP)** at your location!

Your participation will help prevent suicide by firearm within the community. TAP is a program to provide out-of-home firearm storage options for those at increased risk for self-harm. TAP staff and partners have different responsibilities but will work together to ensure success of this program.



TAP staff duties and responsibilities will include:

- ✔ Hosting regularly occurring meetings to develop a shared practice plan and to manage any issues that emerge in the execution of the plan.
- ✔ Providing partners with sample storage agreements that can be tailored for use at the discretion of the individual storage partners. The staff undertakes no legal representation, nor does it guarantee that agreements protect participants to the extent desired.
- ✔ Providing each partner with staff training regarding suicide prevention and managing conversations with those who may be at risk for suicide.
- ✔ Providing each partner with printed materials describing out-of-home storage options and how individuals in need can access mental health care.
- ✔ Providing the partner with advertising materials including posters and banners for TAP.

Storage Partner duties and responsibilities will include:

- ✔ Participating in regularly occurring meetings to develop a shared practice plan and provide feedback on utility of the TAP practice plan.
- ✔ Develop and utilize a firearm storage agreement to store firearms for individuals in need.
- ✔ Permitting training of staff in suicide prevention interventions and strategies for managing conversations with those who may be at risk for suicide.
- ✔ Displaying printed materials describing out-of-home storage options included in TAP and information on how individuals can access mental health care.
- ✔ Displaying advertising materials including posters and banners with the TAP logo.
- ✔ Engaging interested individuals in conversations about the out-of-home storage options and providing them with printed informational materials.
- ✔ Purchasing storage devices, and/or making changes to on-site storage facility, or otherwise support the participation in TAP as they see fit to facilitate success of this program.
- ✔ Allowing periodic visits by TAP staff to interact with partner staff, determine acceptability and utility of TAP, and to assist with support or modifications as needed.

By signing below, you voluntarily agree to the terms and scope of work described above.

Thank you, and we look forward to collaborating with you!

On behalf of the TAP team:

SIGNATURE

DATE

Storage partner:

SIGNATURE

DATE



ONBOARDING AND TRAINING CHECKLIST

Referenced materials can be found within the toolkit appendix or on the TAP website (armoryproject.org), and you can add what is locally appropriate as needed.

PRE-TRAINING

PREPARE FOLDERS WITH THE FOLLOWING:

1. Training materials

- TAP Agreement Memo (2 COPIES)
- Photo Release Forms (NUMBER OF COPIES
DEPENDENT ON NUMBER OF STAFF)
NOTE: USE YOUR ORGANIZATION'S PHOTO CONSENT FORM OR
CREATE ONE FROM AN ONLINE TEMPLATE
- TAP Training slide deck (QTY DEPENDS ON # OF STAFF)

2. Folder Brochures (1 copy each of all our resources)

- Life Challenges and Mental Health Resource Sheet and/or local resource document (1)
- Firearms and Suicide Prevention (NSSF) (1)
- Program Advertisements
- Graphic Booklets, labeled (25 CT) [OPTIONAL]
- Business Cards (5) [OPTIONAL]
- TAP Brochures (100 CT) and small plastic holder.
- Tabletop displays (2 CT)

3. Advertising materials

- Outdoor banner (1) [OPTIONAL]
- TAP Interior Window Cling, Large (1)
- TAP Interior Window Cling, Small (1)
- TAP Exterior Window Cling (1)
- TAP Poster 18x24 (1)
- TAP Stickers (20 CT)
- Flyer Display holder (1)

DURING TRAINING

- Review TAP Agreement Memo with storage partner and get signature & Leave 1 copy of memo with owner.
- Take photos of training/staff/store & get written consent from anyone included in photo(s)
- Hand out slides or project on screen.
- Discuss with storage partner how materials will be displayed & that we will be asking how many booklets and brochures were handed out.

POST-TRAINING

- Save TAP Agreement Memo appropriately.
- Leave copies of slides and other materials with storage partner and/or staff.
- Use text or email nudge to remind storage partner to display and give out materials.
- Check with storage partner(s) on monthly calls about how many materials have been handed out & whether they need TAP staff to send new materials to the partner.
- Check with storage partner(s) and staff on monthly calls about how many conversations have been had/how many individuals have asked about TAP/how many times TAP service has been used.

TRAINING PRESENTATION SLIDES WITH INSTRUCTIONS

**Training slides are available to download at
armoryproject.org/program#resources**

We have provided two versions of the slides so
you may choose which suit your needs:

1. a digital slide presentation that is full-color and sized to be displayed on a computer, TV, or projector
2. a printable slide presentation that is sized to fit standard paper and limited in color for ease of printing

With both versions, you have the option to choose to include the Instructor Notes on the printed version or to omit those (for distributing printed slides without notes to staff).

TAP EVALUATION TOOLS

Pre-Training Evaluation	62
Post-Training Evaluation	63
Qualitative Interview Guide for TAP Partner	64
Evaluating & rating the display of marketing materials by TAP Partners	66



PRE-TRAINING EVALUATION

ID: _____

DEMOGRAPHIC QUESTIONS

Your age:	Your gender:
Your race/ethnicity:	Home ZIP code:
Are you a veteran? If so, branch of service?	

KNOWLEDGE / PERCEPTIONS / BELIEFS

Many suicides can be prevented.	<input type="radio"/> Strongly Agree <input type="radio"/> Agree <input type="radio"/> Neither agree nor disagree <input type="radio"/> Disagree <input type="radio"/> Strongly Disagree
The most common method of suicide in Louisiana is by firearm.	<input type="radio"/> Strongly Agree <input type="radio"/> Agree <input type="radio"/> Neither agree nor disagree <input type="radio"/> Disagree <input type="radio"/> Strongly Disagree
It is important to be able to discuss out of home firearm storage options with my store's customers.	<input type="radio"/> Strongly Agree <input type="radio"/> Agree <input type="radio"/> Neither agree nor disagree <input type="radio"/> Disagree <input type="radio"/> Strongly Disagree
I am confident about discussing out of home firearm storage options with my store's customers.	<input type="radio"/> Strongly Agree <input type="radio"/> Agree <input type="radio"/> Neither agree nor disagree <input type="radio"/> Disagree <input type="radio"/> Strongly Disagree
In general, if a person receives mental health care, it does NOT mean they will be prohibited from having their firearms returned to them after temporary storage or from owning/possessing firearms in the future.	<input type="radio"/> Strongly Agree <input type="radio"/> Agree <input type="radio"/> Neither agree nor disagree <input type="radio"/> Disagree <input type="radio"/> Strongly Disagree



POST-TRAINING EVALUATION

ID: _____

KNOWLEDGE / PERCEPTIONS / BELIEFS

Many suicides can be prevented.	<input type="radio"/> Strongly Agree <input type="radio"/> Agree <input type="radio"/> Neither agree nor disagree <input type="radio"/> Disagree <input type="radio"/> Strongly Disagree
The most common method of suicide in Louisiana is by firearm.	<input type="radio"/> Strongly Agree <input type="radio"/> Agree <input type="radio"/> Neither agree nor disagree <input type="radio"/> Disagree <input type="radio"/> Strongly Disagree
It is important to be able to discuss out of home firearm storage options with my store's customers.	<input type="radio"/> Strongly Agree <input type="radio"/> Agree <input type="radio"/> Neither agree nor disagree <input type="radio"/> Disagree <input type="radio"/> Strongly Disagree
I am confident about discussing out of home firearm storage options with my store's customers.	<input type="radio"/> Strongly Agree <input type="radio"/> Agree <input type="radio"/> Neither agree nor disagree <input type="radio"/> Disagree <input type="radio"/> Strongly Disagree
In general, if a person receives mental health care, it does NOT mean they will be prohibited from having their firearms returned to them after temporary storage or from owning/possessing firearms in the future.	<input type="radio"/> Strongly Agree <input type="radio"/> Agree <input type="radio"/> Neither agree nor disagree <input type="radio"/> Disagree <input type="radio"/> Strongly Disagree
I found this training valuable.	<input type="radio"/> Strongly Agree <input type="radio"/> Agree <input type="radio"/> Neither agree nor disagree <input type="radio"/> Disagree <input type="radio"/> Strongly Disagree

Please share any additional comments you have about this training below:

QUALITATIVE INTERVIEW GUIDE FOR TAP PARTNER

1. How do you feel things have gone with the TAP project overall?
2. What supported or facilitated your participation in TAP?
3. What made it difficult or posed a challenge to your participation in TAP?
 - **Probes:** financial issues/burden, time and attention, concerns about liability?
4. What do you think about the ways we have been keeping in touch with you?
 - **Probes:** what did you think about monthly one-on-one check-ins? What did you think about the monthly Community of Practice calls? If you have not been able to participate in the one-on-one check-ins and/or the CoP calls, what has made it challenging to do so?
5. What did you think of the materials we provided as part of TAP—the banner, window clings, table top cards, TAP brochure, graphic medicine booklet? Which materials were most useful/easy for you to use?
 - **Probes:** Which were least useful/easy for you to use? What challenges did you face in displaying or sharing the materials in your shop? What, if anything, could we do to make it easier for you to display or share these materials?
6. What feedback did your staff give you about your store's participation in TAP? How did their attitudes towards TAP change over time?
 - **Probes:** What kind of feedback did your staff give you about the training we provided for TAP?
 - Did your staff have conversations with your customers or others about TAP? If yes, what do you think facilitated them being able to have those conversations? If not, what do you think got in the way of them having those conversations?

7. What feedback did customers give you about your store's participation in TAP?
How did that change over time?
 - **Probes:** can you share any stories with me about these conversations and how they went?
 - Can you share any stories about storage inquiries, where someone asked you about storing firearms with you or went ahead and stored firearms with you? what happened?
8. Who else did you talk with about TAP (for example, to raise awareness or share what you were doing with TAP)? What was their reception to your participation in TAP?
9. What are your plans for continuing to participate in TAP going forward?
 - **Probes:** what factors go into that decision?
 - If you're willing to continue, what support would you need (e.g., refresher training for staff, other support)?
10. What suggestions do you have for how we could improve TAP going forward?
 - **Probes:** to support TAP partners? To raise awareness about TAP?
11. Do you know of any other FFLs or potential storage facilities who would be good TAP partners?



EVALUATING & RATING THE DISPLAY OF MARKETING MATERIALS BY TAP PARTNERS

As part of The Armory Project, we ask our storage partners to use a suite of marketing materials we developed, produced, and delivered to their stores. This included a large vinyl banner (for outdoor use), two sizes of wall posters, trifold brochures, tabletop signs, copies of a graphic medicine booklet, and various stickers and clings.

Specifically, the stores received the following quantities of the following items:

- Partner A received 120 graphic medicine booklets and 602 trifold brochures
- Partner B received 120 graphic medicine booklets and 602 trifold brochures
- Partner C received 120 graphic medicine booklets and 650 trifold brochures

Because every store is different in terms of size and layout, we did not prescribe or require any specific use of these materials. Rather, we asked each partner to use their discretion and knowledge of their stores (and customer habits) to use these materials best to spread awareness and spark in-store conversations. For example, only one partner displayed the outdoor banner; his parking lot has a fence that offers an excellent location for this. The other stores do not have outdoor areas where a banner would be useful, so they did not use that particular asset.

EVALUATION

We collected additional data points through a qualitative evaluation of each partner's use and display of the marketing materials we provided. This metric is intended to help answer the question: did the partners use the supplied materials effectively?

To capture this data point, we visited each store for a short and informal visit. During each visit, we observed the visibility of the various materials and noted the locations

and number of separate displays (*i.e. various materials shared in distinct locations, as opposed to grouped together*). We sought to evaluate whether customers could reasonably be expected to see the materials while in the store.

To quantify our evaluation, we developed the following rating spectrum:

- **Rating of 0** = no visible display of TAP materials
- **Rating of 1** = One display of TAP material (*e.g., banner is up in a visible location*)
- **Rating of 2** = Two displays of TAP material (*e.g., tabletop brochure by the register, and copies of the trifold brochure and the graphic medicine booklet are grouped together on the counter*)
- **Rating of 3** = Three or more displays of TAP material (*e.g., several displays of brochures and graphic medicine booklets in different parts of the store and tabletop brochures displayed in two different places on the counter*)

FFL PARTNER A

We gave FFL Partner A a rating of 2 based on this system. The banner was prominently displayed outside the shop on a fence near the entrance to the parking lot and a very busy service road. A display of the trifold brochures at the cash register was definitely a central point of interaction in a very large store (probably >3,000sf).

There was one tabletop sign display, but it was on a table in the back area of the store near the axe-throwing space, where most customers apparently do not go. Incidentally, we may have given a 3 if the tabletop sign was on a shelf or countertop in the gun retail area or in another area of the store where customers spend time.

FFL PARTNER B

We gave FFL Partner B a rating of 2. There were two displays on different sections of the U-shaped countertop, both in plain sight. One spot had a tabletop sign that was very appropriately displayed. The other spot, near the cash register, had a tabletop sign and trifold brochures.

This store had limited floor space—probably not more than 300sf—and very little marketing space outside the building because it is located at the end of a residential driveway. As a result, there was no display of banners, posters, or stickers.

A rating of 3 might have been warranted with just one additional display at eye level, such as a poster or a cling.

FFL PARTNER C

We gave FFL Partner C a rating of 3. Multiple materials were displayed throughout the store's interactive areas. One end of the room featured an extended countertop for firearm sales, and the tabletop sign was displayed on the counter near both ends and in the middle near a cash register (3-4).

One side of the medium-sized room (~1500sf) looks out to the indoor shooting range and has interactive spaces for patrons preparing to use the range or observing others shooting. The trifold brochure was included with a larger display of relevant brochures. This was near some screens where patrons registered to use the indoor range, and there were copies of the graphic medicine booklet near each of the two terminals. On shelves by the windows of the indoor range, there were also two more displays of the tabletop sign.

This was an impressive use of the materials. Our only feedback was that the TAP brochures would be better placed in the firearm sales area rather than the indoor range sign-up area. Our materials were designed for the retail sales environment, and we presume there would be different or additional considerations regarding marketing in a shooting range environment.

OUT OF HOME STORAGE: TAP GUIDANCE

PURPOSE:

Assist TAP Storage Partners in determining options for providing clients with out-of-home storage.

RATIONALE:

Most gun owners who die by suicide use firearms as the means of death. Many gun shop owners and other storage facilities want to assist their clients who might be at risk by providing out-of-home storage and provide these patrons with information for seeking assistance.

SUMMARY OF OPTIONS:

- Option 1.** Providing a storage locker for individual use.
- Option 2.** Use of a temporary storage process to hold firearms for gun owner and return only to the owner following laws governing temporary storage.
- Option 3.** Use of “clean and hold” informal agreement.

OPTION 1: PROVIDING A STORAGE LOCKER FOR INDIVIDUAL USE

A method of firearm storage in which an individual uses a storage locker provided by an FFL. In this case, the individual brings the firearm to the FFL’s licensed premises, locks it in the locker, and retains sole access.

Since the FFL does not take possession or control of the firearm, it does not need to be recorded in the FFL’s acquisition and disposition (A&D) records, and the FFL would not execute a Firearms Transaction Record (Form 4473) or conduct a National Instant Criminal Background Check System (NICS) background check.

However, if the FFL accesses the firearm, it would be considered an acquisition and subject to all applicable requirements. Storing an NFA firearm in an FFL-provided locker also does not require a transfer application, as no transfer occurs when only the individual can access the locker.

Pros: This option does not involve an FFL taking possession of an individual's firearm and therefore does not require the individual to undergo a background check when retrieving their firearm. Another potential benefit is that an individual who does not want to disclose mental health issues may feel more comfortable with temporarily storing their firearm in a locker without having a conversation with FFL staff.

Cons: Many FFLs report they do not have space or funds to install lockers; FFLs are businesses, and floor space is typically reserved for salable products. This option also does not allow for an individual to discuss their mental health needs with FFL staff or hear about potential resources in their community.

OPTION 2: TEMPORARY FIREARM HOLD PROCESS

A temporary firearm hold process where the TAP Storage Partner returns the firearm to the owner is the preferred method for storing firearms. This option provides protection for both the Storage Partner and the client.

Please see attached "[Temporary Storage Agreement](#)" as an example of a contract that could be used to hold firearms.

In this process, the Storage Partner provides storage for their client's firearm(s) after signing a document that states the costs (if any) and describes conditions for return. The document explicitly states that the person having their firearms stored must pass the 4473-background check (the form and guidance can be found at www.atf.gov/firearms/atf-form-4473-firearms-transaction-record-revisions). If the person fails to pass the background check, the document states methods for disposal of guns (e.g., purchase by firearms dealer, sale to another individual). The document also describes disposal of the firearms should the person not return at the end of the contract or fails to respond to communication from the Storage Partner.

Pros: This contract sets clear expectations on storage. The agreement is a contract that specifies conditions of return. The contract provides the firearm owner with an opportunity to discuss responsibilities and to make referrals.

Cons: The firearm owner may be reluctant to use temporary storage because of a fear that he/she will not be allowed to have weapons returned.

OPTION 3: CLEAN AND HOLD

A less formal option is to have the client allow the TAP Storage Partner to clean and hold their firearm(s). This is a paid arrangement for service to the firearm that will also involve holding the firearm and may involve use of a subcontractor. The sole document for this transaction is a bill of sale that describes the maintenance services to be performed on the firearm and the likely return date.

Pros: One benefit for the customer is that this option does not require a background check before return. Additionally, the customer does not need to disclose the reason for requesting the service.

Cons: Drawbacks would include that (1) opportunity for referral to mental health professional or other resources might be lost, (2) the store owner does not know the legal state of the individual at the time of return, (3) the firearm owner must have some idea whether the time frame for cleaning matches with the time frame for his stressor, and (4) costs associated with cleaning/maintenance may be prohibitive for some.

REMINDERS FOR ALL STORAGE PARTNERS:

1. **You are not a mental health professional and cannot determine risk to your patron.** Determination of risk to self or others is very difficult, even for those with training in mental health and risk identification.
2. Please provide your patron with possible resources but **you are not responsible** for decisions the individual makes regarding use of those referrals or subsequent engagement in harm to self or others.

ASK YOUR TAP CONTACT FOR A RESOURCE GUIDE AND FOR INFORMATION THAT COULD GUIDE A CONVERSATION ABOUT OUT-OF-HOME STORAGE.

Note: The following reference material is courtesy of NSSF.

RECORD KEEPING FOR REPAIR FIREARMS

A Guide for Retail FFLs

*Prepared by Harry McCabe, Former ATF Deputy Assistant Director
and Consultant to the National Shooting Sports Foundation*

The aim of this article is to help every retailer keep complete and accurate A&D records for all firearms taken in for repair, whether it be just for cleaning or for return to the manufacturer for repair or replacement, and everything in between.

First, keep a separate A&D book for your repairs. It's much easier that way.

Second, make sure that A&D book looks like (is formatted like) all your other A&D books. It's required by the ATF regulations at 27 CFR 478.125(e), and by ATF Rulings 73-13 and 77-1.

Third, enter all required information in the repair book for every firearm taken in for repair that stays more than one business day. That is also required by the ATF regulations at 27 CFR 478.125(e), and by ATF Rulings 73-13 and 77-1.

Only firearms that are received, repaired and returned to the customer, all on the same day are exempt from the requirements discussed in this article. If the gun stays in your store overnight, ATF Ruling 77-1 requires it to be logged into your A&D record as an acquisition.

Your record of firearms received for repair must contain a complete description of the firearm – manufacturer, importer (if any), model, serial number, type of firearm (not type of firearm action), and caliber or gauge.

It must contain the full name and complete street address of the individual who brought it in for repair and the date it was brought in.

When the firearm is returned to the individual who brought it in for repair, the disposition side of the record must again contain the full name and complete street

address of the individual who picked it up and the date it was returned to that individual. I know this is the same information that you entered on the acquisition side of the record, but no shortcuts are allowed, even when the firearm is returned to the same person from whom it was received.

If the firearm is returned to the same person who brought it in for repair, no Form 4473 or background check is required because the law says this is not a “transfer.”

If, however, the repaired firearm is returned to anyone other than the individual who brought it in – a spouse, for example – both a Form 4473 and a background check are required. (NOTE: Per the instructions at item 11a on Form 4473, an individual picking up a repaired firearm for someone else does not have to answer 11a.)

Between the receipt of the firearm for repair and the return of the repaired firearm to whoever picks it up, several things can happen. Most commonly, the firearm can be sent out to another licensed FFL/gunsmith for repair, or it can be sent back to the manufacturer for repair.

In both of those cases, sending the firearm out of your store is a disposition that must be entered in the A&D record; and you must get a copy of the firearms license of the FFL or manufacturer to whom you ship it just as you must if you are transferring a new firearm to another FFL. That disposition entry must contain the date of the shipment, the name of the FFL to whom you shipped it, and the complete 15-character FFL number of that licensee.

When the repaired firearm you shipped out is returned to you, you must make a new and complete acquisition entry in your records to record the receipt from the licensee that repaired it.

When you return that repaired firearm to the individual who brought it in for repair (or to another person picking it up for that individual), you must make a disposition entry (on the same line where you received that firearm from the repair facility) to record the full name and complete street address of the individual who picked it up, and the date it was picked up.

Finally, if the defective firearm is sent back to the manufacturer for warranty (or non-warranty) repair and the manufacturer chooses to replace that firearm with one of the

same kind and type, 27 CFR 478.147 allows the transfer of that firearm to the individual who originally brought the defective firearm in for repair without a Form 4473 or background check. Both the acquisition and the disposition of the replacement firearm must be recorded in your acquisition and disposition records, however.

Records that do not comply with all of these provisions are in violation of 27 CFR 478.125(e), and you will be cited for that violation on an ATF inspection.

So I'd recommend that you take a few minutes and review your records and pay extra attention to the records you keep for the firearms you repair. A few minutes of review might just save you a number of problems down the road.

THE ARMORY PROJECT: AGREEMENT FOR TEMPORARY FIREARM HOLD

Note: The following pages of the PDF can be digitally form filled or printed and filled by hand. For more extensive editing, visit armoryproject.org/template to download an editable Microsoft Word .docx file.

Remove this page (document instructions & cover sheet) from the final agreement.

The following document is a template that can be adapted to the needs of individual Federal Firearm Licensees (FFLs) or other storage partners.

This document was created in simple terms and is not meant to be a legal contract. However, within the shaded gray boxes are some legal language other FFLs have found helpful, which can be included at the discretion of an FFL or other storage partner. Fill out any form fields before using this document to fit the needs of your FFL. We recommend considering local, state, and federal laws pertaining to your FFL (or organization) and checking with the ATF for appropriate guidance.

This is intended to help guide a conversation between an FFL (or other storage location) and an individual firearm owner about voluntary, temporary firearm storage, including the process for taking in and returning firearms. Firearm owners who choose to store their firearms with an FFL temporarily may be dealing with serious life stressors, so it is important to ensure the process is as transparent as possible.

While there is no ideal amount of time for temporary firearm storage outside of the home, we suggest 90 days (3 months) as a starting point – This will give the individual time to access the help and support they need. However, this is just a suggestion. FFLs may prefer to leave the amount of time open-ended or opt to discuss options with each firearm owner on a case-by-case basis.

Decisions to be made in adapting this document for use at your FFL include:

- Consider what sections are appropriate for your use. Add, delete, or edit as needed.
- FFLs may function differently from each other and may choose, for example:
 - to specify a limit on how long they will hold firearms,
 - to charge a fee after a certain time period or for conducting a background check prior to returning firearms, etc.
 - to store ammunition as well as firearms or to refuse to store ammunition,
 - to collect information such as the name of a secondary contact or a photocopy of the identification/license of the person who is storing firearms.

Whether to use all or a portion of this sample agreement will be left to the discretion of the FFL. TAP does not undertake any legal representation, nor does it guarantee that the sample agreement will protect participants to the extent desired.

Consider having two copies of this document for each transaction—one for your records and one to send home with the firearm owner.

THE ARMORY PROJECT: AGREEMENT FOR FIREARM HOLD/STORAGE

THE ARMORY PROJECT (TAP) AIMS TO PROVIDE VOLUNTARY, TEMPORARY, OUT-OF-HOME FIREARM STORAGE TO INDIVIDUALS IN NEED.

People may want to store firearms outside of their homes when anyone in the house is going through a mental health crisis and/or stressors such as loss of job, divorce, or other major life transitions.

Creating time and distance between a person in crisis and a loaded firearm can prevent suicide.

Other reasons for needing temporary out-of-home storage may also include extended work travel, military deployment, concerns about memory issues for someone in the home, or concerns about children or others being able to access firearms.

This agreement is to ensure transparency between _____ and you, the firearm owner, regarding your property and the processes used to temporarily store and return your firearm(s).

Temporary Hold/Storage: Taking part in this temporary hold/storage agreement is completely voluntary. This agreement explains that you as the firearm owner are agreeing to place the firearm(s) listed below _____ with this FFL. Firearm(s) will be received from you unloaded and will be safely and securely stored in an air-conditioned location within the store.

The firearms(s) listed will be on hold for _____ free of charge to you.

- You may opt to receive your firearm(s) at the end of the duration or at any time prior to that by contacting us to pick up your firearm(s).
- If you want us to continue to hold your firearm(s) beyond the original agreement, contact us about extending the time we will hold onto your firearm(s).
- If the hold duration lasts longer than specified, we reserve the right to charge you a storage fee of _____ per month.
- You will need to come in yourself to pick up the firearms and sign below to indicate that your firearm(s) have been returned to you.



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If we do not hear from you after _____ months and have not been able to reach you or your identified Secondary Contact (below) after reasonable attempts to contact you, we may consider the firearm(s) abandoned after _____ months from today. In that event, we reserve the right to dispose of abandoned firearms as we see fit.

Return of Your Firearm(s): Our goal is to store your firearm(s) for a period of time to prevent them being used by yourself or others in a way you do not want. At such time that it makes sense, you can come in to retrieve the firearms. To return your firearm(s) to you, we will complete and run a background check using the National Instant Criminal Background Check System (NICS), [Firearms Transaction Record, Form 4473](#). When you are approved, we will return your firearm(s) to you.

Our goal is to temporarily store your firearms for you and then return them to you when you are ready. In the unlikely event that you are denied during the background check, we have several options:

1. You can appeal the denial. During that appeal process, we will continue to hold onto your firearm(s) for you free of charge. Find out more information about the appeal through NICS here: <https://ucr.fbi.gov/nics/appeals/nics-guide-for-appealing>
2. We may be able to release the firearm(s) to one of your trusted adult family members or friends (adult must be over the age required by local and State laws) if they provide a sworn statement that they understand you have been denied through the NICS background check from possessing firearms. The designated adult will need to pass a background check, and we may need to consult with the ATF in this scenario to ensure we are all following local, State, and Federal laws. On form 4473, Section E, Item 32, we will indicate who received your firearm(s).
3. If you want, we can list the firearm(s) for consignment sale on your behalf and issue the proceeds of any sale to you minus a _____% consignment fee to cover our overhead.

Your name, firearm(s), and any paperwork related to this agreement with our store is confidential and private, except as necessary for federal licensing requirements and other laws.



Risk Allocation: Owner (on behalf of himself and his successors, heirs, and assigns) shall release, protect, defend, indemnify, and hold harmless Facility and its affiliates (as well as its and their owners, officers, managers, employees, agents, invitees, insurers, and indemnitees) (collectively, the “Facility Group”) from and against any and all claims or liability of whatever nature, and however so arising, where such claims or liability arise out of or relate to this Agreement or the storage of the Firearms (collectively, “Claims”), *all except to the extent a Claim is caused directly by the gross negligence or intentionally harmful conduct of Facility or any person, party, or entity for which Facility is directly responsible.* For the avoidance of doubt, and without limiting the foregoing protections in favor of Facility Group, this Agreement does not create a bailment, and the protections above in Facility’s favor specifically include a release of any Claims arising out of or related to loss, damage, or disposition of the Firearms. Further, all insurance policies of Owner shall, to the fullest extent allowed in such policies, name Facility Group as additional insured, waive subrogation against Facility Group, and be primary and noncontributory to any insurance of Facility Group.

Miscellaneous: This Agreement shall be governed and construed by the substantive law of the state of _____ without reference to its conflicts of laws principles. The terms of this Agreement are severable, and if any term in this Agreement is held by a court of competent jurisdiction to be invalid or unenforceable, the Agreement shall be deemed modified to comply with applicable law and to meet the Parties’ intent as much as possible. No waiver of any right in this Agreement shall enforceable against a Party unless it is specific and made in a writing signed by competent authority of the waiving Party.



Temporary Storage/Hold Terms

Hold Start Date: _____

Anticipated End Date (if any): _____

Extension of Hold Date (if any): _____

Storage Fee and Start Date (if any): _____

FFL Contact Information

FFL Name: _____ Contact Person: _____

Phone: _____ Direct phone/email: _____

Address: _____

Firearm Owner

Print Name: _____ Preferred Contact Info: _____

Drop Off Date: _____ Pick Up Date: _____

Signature: _____ Signature: _____

Secondary Contact and/or relative (if any)

Name: _____ Relationship: _____

Contact information: _____

Enter the receipt/ticket number for the list of firearms being held/stored:



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MARKETING MATERIALS REQUEST FORM

This form can be used to discuss TAP marketing materials with a partner, including where materials could be placed in the partner location, number of materials the partner would like to receive, and any extra items the TAP partner may want for any community events or gun shows they attend.

Note: The below are just examples of TAP marketing materials; check armoryproject.org for additional options.

TAP CIRCLE STICKERS WITH WHITE BACKGROUND

QUANTITY: _____

PLACEMENT

COMMENTS



TRIFOLD BROCHURE

QUANTITY: _____

PLACEMENT

COMMENTS



WINDOW CLING FOR GLASS CASES OR WINDOWS

QUANTITY: _____

PLACEMENT

COMMENTS



GRAPHIC NOVEL: A TEN-PAGE GRAPHIC NOVEL DEPICTING A TIME OF CONCERN AND THE DISCUSSION/STEPS TO DECIDING TO UTILIZE TEMPORARY STORAGE WITH A FIREARM RETAILER.

QUANTITY: _____

PLACEMENT

COMMENTS

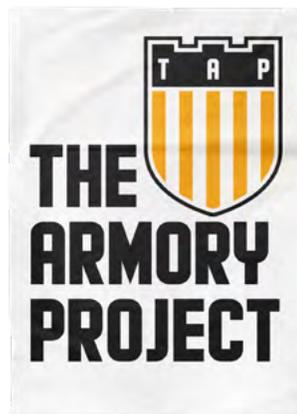


BANNER

QUANTITY: _____

PLACEMENT

COMMENTS



POSTERS 18X24 GLOSSY PRINTED

QUANTITY: _____

PLACEMENT

COMMENTS



TABLETOP TENT SIGN

QUANTITY: _____

PLACEMENT

COMMENTS



DOWNLOAD MARKETING MATERIALS

More marketing materials available to download at
armoryproject.org/program#resources

TAP PROVIDER AND PATIENT INFORMATION CARD

The following pages include two versions of the TAP Provider and Patient Information Card.

Note: The following cards are formatted to fit this toolkit. To download a 6"x4" two-sided printable version that **does not require assembly**, visit armoryproject.org/program#resources

INSTRUCTIONS:

Print 1 page (US Letter 8.5x11").

Fold in half along the dashed line.

Use tape or glue to adhere together.

70% OF VETERAN SUICIDE DEATHS INVOLVED A FIREARM

SECURE FIREARM STORAGE REDUCES THE RISK OF FIREARM INJURY OR DEATH.

- ▶ Creating **time** and **distance** between a person in crisis and a firearm helps keep them safe.
- ▶ Firearm injuries in the home can be prevented by making sure firearms are secured when not in use, with ammunition stored in a separate location.
- ▶ There are many storage options that still allow for rapid access.

CONSIDER TEMPORARY OUT-OF-HOME FIREARM STORAGE DURING...

- ▶ Personal crisis
- ▶ Relationship stress or divorce
- ▶ Substance misuse or legal challenges
- ▶ Depression or thoughts/talk of harming oneself or others



**TO LEARN MORE & FIND LOCATIONS,
VISIT ARMORYPROJECT.ORG**

The Armory Project is a coalition of firearm retailers who have agreed to provide free or low cost firearm storage for their communities.



STORAGE OPTIONS

- ▶ **Clean and Hold:** Your retailer may hold your firearms for a set period of time and may offer basic cleaning or other services for a small fee.
- ▶ **Temporary Storage:** Your retailer may agree to temporarily store your firearm for free or a small cost.

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VETERANS ARE SIGNIFICANTLY MORE LIKELY TO USE FIREARMS AS A MEANS OF SUICIDE THAN THE GENERAL POPULATION

HOW TO TALK TO PATIENTS ABOUT SECURE FIREARM STORAGE

- ▶ Approach the conversation with an understanding of Veterans' experiences and perspectives about firearms.
- ▶ Reassure the Veteran that no one is trying to take their firearm away.
- ▶ Emphasize how secure firearm storage can help prevent accidents and suicides.

HEALTHCARE PROVIDERS' ROLE IN FIREARM SUICIDE PREVENTION

- ▶ Identify and engage Veterans at risk for suicide.
- ▶ Educate and encourage patients to practice secure firearm storage.
- ▶ Half of Veterans who die by suicide are seen in primary care settings in the month prior to death.



**TO LEARN MORE & FIND LOCATIONS,
VISIT ARMORYPROJECT.ORG**

The Armory Project is a coalition of firearm retailers who have agreed to provide free or low cost firearm storage for their communities.

TAP partners have received suicide prevention training and are committed to preventing firearm suicide.



FIREARM STORAGE OPTIONS

- ▶ **Secure in-home storage:** storing firearms secured, with ammunition stored in a separate location.
- ▶ **Temporary out-of-home storage:** best practice for high-risk patients.
- ▶ Creating time and space between a person and lethal means (firearms) in a time of crisis is recommended.

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LIFE CHALLENGES & MENTAL HEALTH RESOURCES

NATIONAL SUICIDE PREVENTION LIFELINE	Free counseling and support for anyone in the United States	<ul style="list-style-type: none"> ☎ Call 988 (<i>Veterans press 1</i>) 📧 Text 838255 🔗 Chat at veteranscrisisline.net
CRISIS TEXT LINE	24/7 text support for anyone (not just Veterans) going through a crisis	<ul style="list-style-type: none"> 📧 Text HOME to 741741
SAMHSA NATIONAL HELPLINE + TREATMENT LOCATOR	Free support and treatment locator/referral services for mental and/or substance use	<ul style="list-style-type: none"> ☎ 800-662-HELP (4357) 📧 Text your ZIP code to 435748 🔗 findtreatment.gov
DON'T WAIT. REACH OUT.	Veterans complete a self-assessment to proactively find specific support and resources	<ul style="list-style-type: none"> 🔗 va.gov/REACH
POSTVENTION RESOURCES	Support for survivors of suicide loss	<ul style="list-style-type: none"> 🔗 postvention.org 🔗 mirecc.va.gov/visn19/postvention
GIVE AN HOUR COUNSELING	Free counseling and education for Veterans and Service Members	<ul style="list-style-type: none"> 🔗 giveanhour.org
VETS4WARRIORS	Help with challenges before they escalate into a crisis for veterans, military, and families	<ul style="list-style-type: none"> ☎ 855-838-8255 🔗 Or chat/email at vets4warriors.com
MILITARY ONESOURCE	Confidential support for military members and families during times of stress (non-crisis)	<ul style="list-style-type: none"> ☎ 800-342-9647 🔗 www.militaryonesource.mil
VA RESOURCES FOR MENTAL HEALTH & SUICIDE PREVENTION	Information and resources for suicide prevention, coping & support, and lethal means safety through the VA	<ul style="list-style-type: none"> 🔗 mentalhealth.va.gov/suicide_prevention
VET CENTER (READJUSTMENT COUNSELING)	Confidential support for combat veterans and families facing issues with readjustment to civilian life	<ul style="list-style-type: none"> ☎ 877-WAR-VETS ☎ 877-927-8387
HUMAN SERVICES DISTRICTS AND AUTHORITIES	Various mental health and substance use related counseling and treatment in Louisiana	<ul style="list-style-type: none"> 🔗 Find information for your parish at laddc.org/human-services-districts-authorities
211	Confidential service that connects people to essential resources in their local communities.	<ul style="list-style-type: none"> ☎ Call 211 🔗 www.211.org/about-us/your-local-211



LEARN MORE AT
[ARMORYPROJECT.ORG](https://armoryproject.org)



OTHER HANDOUTS AND RESOURCES

VISION Coalition and TAP Resources	armoryproject.org/resources
Safe Home Environment One Pager	mentalhealth.va.gov/suicide_prevention/docs/TWC_Safe_Home_Environment_CLEARED_508_1-9-20.pdf
Lethal Means Safety Brochure	mentalhealth.va.gov/suicide_prevention/docs/Lethal-Means-Brochure-508.pdf
Suicide Prevention is Everyone's Business: A Toolkit for Safe Firearm Storage in Your Community	mentalhealth.va.gov/suicide_prevention/docs/Toolkit_Safe_Firearm_Storage_CLEARED_508_2-24-20.pdf
Safe Messaging Best Practices	mentalhealth.va.gov/suicide_prevention/docs/OMH-086-VA-OMHSP-Safe-Messaging-Factsheet-4-9-2019.pdf
NSSF Firearms and Suicide Prevention	nssf.org/wp-content/uploads/2019/05/Firearms-Suicide-Prevention-brochure.pdf
Start the Conversation Fact Sheet	starttheconversation.veteranscrisisline.net/media/1045/vasp_when-you-are-concerned_final-508-11.pdf