



Institute for Law Enforcement &
Protective Services Excellence

Hosting of TEEX/Harley-Davidson Police Motorcycle Training Classes

Before requesting hosting consideration, the prospective host agency should research to see if there is sufficient interest in their area for police motorcycle training. Class enrollment minimums are 6 students for Police Motorcycle Instructor (MSP203) and 12 students for Basic Police Motorcycle Operator (MSP201). Class minimums must be satisfied to run a class.

Note: The delivery of a Basic Police Motorcycle Operator Class is required to conduct the Instructor course.

The following information describes the infrastructure needed to conduct training classes:

- **Site Suitable for Motorcycle Operations.** The site should have an area equivalent to three (3) football fields (at least 300 yards X 50 yards). Asphalt is the preferred surface and should be smooth, even, and free from debris and crumbling. While asphalt is preferred, concrete surfaces are acceptable provided they do not have areas sprawling. Chip sealed surfaces are not acceptable. Inclusion of photographs of the training site is preferred as part of the application process.
- **Classroom Facilities.** A classroom is required for both course offerings: Instructor and Operator. These facilities can be a dedicated classroom or a large room located at the training site. Minimum classroom equipment needed includes a dry erase board and video projection capabilities. Classrooms will be utilized the first week of Instructor classes and the first and last two days of Basic Operator classes.
- **Restroom Facilities.** Must be immediately available on-site at the motorcycle operations site; may be co-located with the classroom facilities if they are within a reasonable distance. Portable facilities are acceptable; if portable units are used, a minimum of two (2) units are required.
- **Parking.** Must be available on-site and in close proximity to the classroom facilities and motorcycle operations site. Should have enough space for instructors and students to park their personal vehicles.
- **Lodging.** Should be reasonably close to the training site and provide a discounted (government) rate.
- **220 VAC/50 Amp Electrical.** This access is for the tractor-trailer and is *preferred but not mandatory*. The tractor-trailer is the equipment and repair facility for motorcycles provided for use during class operations.
- **ATV/UTV.** Access to an ATV or UTV is *preferred but not mandatory*. The vehicle allows for ease of movement of cones related to field exercises and activities and other miscellaneous supplies.



Institute for Law Enforcement & Protective Services Excellence

TEEX/HARLEY-DAVIDSON POLICE MOTORCYCLE TRAINING CLASSES APPLICATION

The annual training schedule runs from February to November each year. A point of contact (POC) is required as part of the application process. This individual is responsible for securing facilities, soliciting students, and other miscellaneous services as required to include providing maps, directions, and local meal information, etc.

Note: A host agency is offered one (1) complimentary student attendee slot in either the MSP201 course or the MSP203 course. If the host agency enrolls a minimum of 15 students 45 days prior to the MSP203 class start date, the host agency will receive an additional complimentary student attendee slot, resulting in a total of two (2) complimentary slots.

Hosting Agency:

Name: _____

Address: _____

City: _____ State: _____ Zip code: _____

Point of Contact (POC) Name: _____

POC Email: _____ POC Phone: _____

Motorcycle Training Site:

Physical Address: _____

City: _____ State: _____ Zip code: _____

Type of Pavement Surface: _____

Size of Pavement Surface: _____

What is the training site typically used for (e.g. dedicated drive track, parking lot, airport ramp, etc)?

Proximity to Classroom Facilities: _____

Additional Motorcycle Training Site Relevant Information:



Classroom Facilities:

Physical Address: _____

City: _____ State: _____ Zip code: _____

Can the classroom materials be shipped to the address listed above?

Yes

No*

*If no, please specify the shipping address for materials.

Shipping Address: _____

City: _____ State: _____ Zip code: _____

Does the classroom have a dry erase board and video projection capabilities?

Yes

No

Additional Classroom Facilities Relevant Information:

Restroom Facilities:

Type of Restroom Facilities (e.g. permanent or portable): _____

Number of Restroom Units Available: _____

Proximity to Motorcycle Training Site: _____

Proximity to Classroom Facilities: _____

Additional Restroom Facilities Relevant Information:

Parking:

Is parking available on-site and in close proximity to the classroom facilities and motorcycle operations site with enough space for instructors and students to park their personal vehicles?

Yes

No



Institute for Law Enforcement &
Protective Services Excellence

Lodging:

Physical Address: _____

City: _____ State: _____ Zip code: _____

Lodging Phone Number: _____

Does the lodging provider offer a discounted (government) rate?

Yes No

Will a block of rooms be required for this lodging provider?

Yes No

Distance to Motorcycle Training Site: _____

Additional Lodging Relevant Information:

220 VAC/50 Amp Electrical: *This is preferred but not required

Is access to 220 VAC/50 Amp Electrical available at the motorcycle training site?

Yes No

ATV or UTV: *This is preferred but not required

Is access to an ATV or UTV available at the motorcycle training site?

Yes No

ABILITY TO MEET MINIMUM CLASS ENROLLMENT NUMBERS

Class enrollment minimums are 6 students for Police Motorcycle Instructor (MSP203) and 12 students for Basic Police Motorcycle Operator (MSP201). The delivery of a Basic Police Motorcycle Operator Class is required to conduct the Instructor course.

Please demonstrate your ability to meet the minimum numbers; include details about interested agencies and number of students that will participate in your local offering.



Institute for Law Enforcement & Protective Services Excellence

SCHEDULING

The annual training schedule runs from February to November each year. Please rate your preferred months, including year(s), through selecting choices 1 through 5 below. Choice 1 should represent your most ideal month to host the training. If, at the time of application, there is a known month that will not work for your agency or location, you have the ability to exclude the month. **Each answer should be entered as "Month, Year". Example: April, 2030.**

Note: We will make every effort to schedule classes according to your scheduling preferences. However, there will be instances where we may communicate back with you concerning availability if we cannot accommodate your desired scheduling. TEEX will contact you as soon as possible after the initial application period closes if this is the case.

Choice 1 (most preferred): _____

Choice 2: _____

Choice 3: _____

Choice 4: _____

Choice 5: _____

Month to Exclude (agency or location is not available): _____

Thank you for completing this application to host the TEEX/Harley-Davidson Police Motorcycle Training Classes.

Please email or fax your application to ILEPSE@teex.tamu.edu / Fax: (877) 289-9715.



Institute for Law Enforcement &
Protective Services Excellence

FOR OFFICE USE ONLY

Date Application Received: _____ Date Application Approved: _____

Approved by: _____

Training Dates Assigned: _____