



DEPARTMENTS OF THE ARMY AND THE AIR FORCE

NATIONAL GUARD BUREAU
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NGB-ARM

15 March 2004

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Fiscal Year (FY) 04 Selected Reserve Incentive Program (SRIP) Policy Guidance for 1 April 2004 – 30 September 2004 (Policy Number 04-03)

1. References.

- a. Army Regulation 135-7, Incentive Programs, 15 April 1996.
- b. Army National Guard Regulation 600-7, Incentive Programs, 27 February 2002.
- c. Army National Guard Regulation 600-200, Enlisted Personnel Management, 1 March 1997.
- d. Occupational Conversion Index, DOD 1312.1-I, 31 March 2001 available at <http://www.dtic.mil/whs/directives/corres/html/13121i.htm>
- e. Department of the Army (DA) Pamphlet (Pam) 611-21, 31 March 1999.

2. Purpose. This memorandum establishes policy to administer the Army National Guard (ARNG) SRIP for the period effective 1 April 2004 through 30 September 2004, unless sooner superseded or rescinded. Commanders at all levels are required to ensure the program is managed efficiently and effectively to preclude fraud, waste, abuse and mismanagement.

3. Applicability. This policy guidance applies to ARNG soldiers in M-day status.

4. General. The purpose of the SRIP is to help us meet the readiness requirements of the Army National Guard. It is imperative we utilize the limited resources available in the bonus program to target critical personnel readiness issues. Critical shortages identified through Unit Status Reports (USR) must be used to focus the bonus program on hard to fill vacancies. As stewards of the bonus program, Military Personnel Officers (MILPOs), Program Managers and Incentive Managers are required to institute control measures to ensure the program is administered as intended.

5. Eligibility.

- a. Non-Prior Service (NPS) Enlistment Bonus:

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(1) A basic \$3,000 NPS Enlistment Bonus will be offered to non-prior service enlistees who score CAT I through IIIB who enlist for 6 years in any unit except a Table of Distribution and Allowances (TDA) unit. Applicants must enlist into a vacant and valid position or enlist against a projected loss. The soldier must serve in the identified position for a minimum of two years to maintain bonus eligibility. Soldiers who are in or enter an excess status are not authorized an incentive.

(2) An additional \$3,000 will be offered to NPS applicants who enlist in a Military Occupational Specialty (MOS) from the approved critical MOS list. The soldier must remain in that MOS for the initial three-year period or the incentive will be terminated with pro-rated recoupment for the unserved portion of the period.

b. Civilian Acquired Skills Program (CASP) Enlistment Bonus.

(1) The CASP bonus will be \$3,000. CASP applicants are not authorized critical MOS bonuses.

(2) For criteria pertaining to CASP MOSs, see NGR 600-200, chapter 3. For enlistment, the applicant must meet the criteria outlined in NGR 600-7, chapter 6.

(3) The applicant will sign NGR 600-7-1-R-E. In section II, paragraph 6, enter "CASP" next to the MOS. An applicant who enlists for CASP must remain in that MOS for the initial three year contracted period to maintain bonus eligibility.

(4) The CASP payment schedule is the same as the NPS bonus payment schedule.

c. Off-Peak Ship Bonus: An additional \$2,000 will be added to the Enlistment Bonus of applicants who enlist and agree to ship to training during the off-peak period of 1 October 2004 through 31 March 2005. The Off-Peak Ship Bonus cannot be used for soldiers who enlist for the CASP or split training option.

d. NPS enlistees may receive an enlistment bonus if otherwise qualified, of \$3K for a position that is above 100% not to exceed 125% of the unit's authorized strength for skill level one positions. The critical skill bonus is not authorized for projected loss positions. However, soldiers under this initiative contracted to ship during designated off-peak periods are eligible for the off-peak bonus. Soldiers enlisted under this option will be coded in SIDPERs as "9991" with a bonus code of "A".

e. NPS enlistees who are enlisted against a vacant position that is on the states' critical MOS list will continue to be eligible for the \$6K bonus (\$3K base plus \$3K critical MOS) and off-peak bonus if contracted to ship during the off-peak period.

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f. Currently, SIDPERS coding is unable to add an additional code to support this initiative. As an interim measure, this initiative will be documented by coding in SIDPERS as Position Number Excess Individual (POSN-NBR-EXCESS-IND) (4AN) code “**9991**” (enlistment against a projected loss).

g. Eligible soldiers will be further coded in the Enlistment/Reenlistment Bonus-Reserve Entitlement (ENLSTMT-REENL-BONUS-ENTL) (1A) field as “**A**” (enlisted cash bonus).

h. NPS Enlistment Bonus Payment Schedule: The maximum incentive that can be offered by law is \$8,000. The above bonuses are not paid separately and are not offered separately. The total to be paid to the soldier is the combined total. If a soldier fails to ship to training during the specified period or changes MOS prior to training, those portions will be deducted from the total bonus. Any deduction in a bonus is permanent and the deducted amount cannot be reinstated or restored. The soldier will retain the basic enlistment bonus of \$3,000. However, once the incentive has been fully established upon completion of IADT, failure to fulfill the contract will cause termination of the entire bonus with pro-rated recoupment for the unserved portion of the period.

(1) The initial payment of 30% will be process upon the soldiers completion of IADT.

(2) The second payment of 20% will be processed on the third anniversary of enlistment.

(3) The third payment of 20% will be processed on the fourth anniversary date of enlistment.

(4) The fourth and final payment of 30% will be processed on the fifth anniversary date of enlistment.

i. Prior-Service (PS) Enlistment Bonus: A PS enlistment bonus is offered for PS soldiers who have completed their Military Service Obligation (MSO) but have less than 14 years total service and meet the following criteria:

(1) Enlist for at least three years.

(2) Must be enlisting in a Modified Table of Organization Equipment (MTOE) unit.

(3) Must be MOS qualified for the position into which enlisted.

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(4) Must be enlisted in a valid, vacant position. Documented over-strength and excess positions are not eligible for this incentive.

(5) Enlistees must have received honorable discharges at the conclusion of their prior military service.

(6) If enlisting from another reserve component, the soldier must have at least a twelve-month break in service to qualify for this bonus. This does not apply if the soldier's position was lost due to inactivation/restructure.

(7) Have not previously been paid a bonus for enlistment, re-enlistment, extension of an enlistment, or affiliation with a reserve component. This does not preclude the enlistee from receiving the second three-year bonus if available upon completion of the initial three-year bonus as detailed in PS bonus payment schedule.

j. PS Enlistment Bonus Payment Schedule:

(1) On a three-year enlistment for \$2,500, the soldier will receive \$1,250 (50%) upon enlistment and \$1,250 (50%) effective upon completion of the third year. If available, at the conclusion of the first three-year enlistment, the soldier may re-enlist or extend for an additional three years for \$2,000. These contracts must be consecutive.

(2) The second bonus is payable at \$1,000 (50%) upon re-enlistment or extension and \$1,000 (50%) effective upon completion of the third year.

(3) The soldier may not be offered a re-enlistment or extension bonus for \$2,500 at the completion of the first three-year prior service enlistment bonus. Each bonus must be paid in accordance with the law that governs that particular bonus.

k. Re-enlistment or Extension Bonus. A re-enlistment or extension bonus will be offered to all soldiers who meet the following criteria:

(1) Must be re-enlisting or extending in an MTOE unit.

(2) Must be MOS qualified for the position for which re-enlisting or extending.

(3) Must be in a valid position. Soldiers carried as overstrength or excess are not eligible for the bonus.

(4) Must have less than 14 years total military service at Expiration Term of Service (ETS).

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(5) Soldier must never have received a re-enlistment or extension bonus in the past in order to qualify for the initial bonus.

I. Re-enlistment or /Extension Bonus Payment Schedule:

(1) This bonus is offered for either a single extension or for two consecutive three-year extensions.

(2) The first or only three-year re-enlistment or extension bonus is \$2,500. The bonus is payable at \$1,250 (50%) effective upon re-enlistment or extension and \$1,250 (50%) effective upon completion of the third year of the contract.

(3) The second three-year re-enlistment or extension bonus is \$2,000. The bonus is payable at \$1,000 (50%) effective upon re-enlistment or extension, and \$1,000 (50%) effective upon completion of the third year. The soldier will receive back to back payments of \$1,250 and \$1,000 effective at the end of the first three-year term and the beginning of the second three-year term.

m. Affiliation Bonus. An Affiliation Bonus is authorized for a PS soldier who, upon or after release from active duty, possesses the required grade (or no more than one grade below the required grade) for the position in which enlisted, and has a remaining MSO. Also, the following additional criteria must be met:

(1) Must enlist in an valid MTOE or TDA unit.

(2) Must enlist in a valid, vacant position. Soldiers who enlist in overstrength or excess positions will not be authorized the Affiliation Bonus.

(3) The MOS must appear on the DD Form 214 as the PMOS, SMOS, or AMOS, or the soldier must have orders indicating the MOS was awarded while on active duty.

(4) The soldier must be qualified in that MOS and have that MOS awarded as primary MOS upon enlistment into the ARNG and must have a remaining statutory MSO in accordance with Title 10, U.S. Code, section 650, and AR 135-91, table 2-2.

(5) Soldiers assigned to positions using the substitution rules in DA Pam 611-21 will be paid the affiliation bonus effective upon the soldier's affiliation with the unit. However, soldiers may be required to complete additional training to become MOS qualified and be awarded the MOS as primary MOS. The soldier will have two years to complete formal training for MOS qualification unless the proponent only offers the training over a longer period such as the multi-phased medical MOS courses. If the

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soldier does not complete the required training, the bonus will be terminated without recoupment at the end of the 24-month period.

(6) Soldiers who enlist from another service must be awarded the MOS as primary using the Occupational Conversion Index and Army National Guard policies and procedures in NGR 600-200, chapter 5.

(7) List NGB Form 600-7-4-R-E as Annex B on the DD Form 4 for an enlistment with an Affiliation Bonus processed by field Recruiting and Retention NCOs. A soldier who enlists through the Reserve Component Transition Program (In-service) will use DA Form 5261-3-R for accession into the ARNG.

(8) Soldiers who are separated from an active component with a Reentry (RE) Code of 1, 2, or 3, and one of the separation program designator (SPD) codes indicated below are eligible to enlist in the ARNG for the Affiliation Bonus.

KBK, KCA, KCB, KCC, KCF, KDM, MBK, MCA, MCB, MCC, MCF, MDM, JCC, LCC

n. Affiliation Bonus Payment Schedule. The payment schedule will be per NGR 600-7, chapter 4.

o. Student Loan Repayment Program (SLRP) for NPS. The SLRP will be offered as an enlistment option for NPS enlistees regardless of MOS. However, once the applicant chooses a MOS, the applicant's SLRP eligibility is tied to that MOS for the initial three year period. The amount of SLRP will not exceed \$10,000. NPS enlistees must meet the following conditions for the SLRP:

(1) Have scored in test score category I, II, or IIIA.

(2) Have one or more existing loans at the time of enlistment. This is based on disbursement of the loans. Loans established or disbursed after the date of enlistment will not be eligible.

(3) Enlist for a 6x2 or 8X0 contract period.

(4) Be enlisted against a valid, vacant MTOE position. Documented over-strength or excess positions are not eligible for this incentive. Glossary Non-prior service applicants are not eligible for this or any other incentive.

p. SLRP for Re-enlistment or Extension. ARNG soldiers with existing loans may re-enlist or extend for a term of service that will provide a contractual obligation of not less than 6-years from the date of the SLRP agreement. The amount of SLRP will not

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exceed \$10,000 with a maximum payment of 15% or \$500 which ever is greater. Payment is based on the original principal and does not include interest. Current ARNG soldiers must also meet the following criteria to select SLRP for re-enlistment or extension:

- (1) Re-enlist or extend in an MTOE unit.
- (2) Be MOS qualified for the position for which re-enlisting or extending.
- (3) Be in a valid position. Soldiers carried as overstrength or excess will not be eligible for this incentive.
- (4) Have served the last three consecutive years in an active status in a unit of the ARNG. Any period of Inactive National Guard service constitutes a break in service.
- (5) Not have received the SLRP as an enlistment, re-enlistment, or extension option in the Selected Reserve in the past. A soldier re-enlisting or extending per NGR 600-200, chapter 7, will not be authorized payment on loans established after the contract has been signed. Loans established after the date of re-enlistment or extension are not eligible for SLRP.
- (6) Have less than 14 years total service at the current ETS.

q. United States Army Reserve (USAR) soldiers currently receiving a bonus or SLRP who voluntarily enlist in the ARNG or enlist in the ARNG due to unit transition will retain their bonus or SLRP if they meet the following criteria. However, the total amount of payments is limited to \$10,000. Those paid \$10,000 or more while in the USAR will not receive any SLRP from the ARNG.

- (1) Be assigned to an MTOE unit.
- (2) Be MOS qualified.
- (3) Be assigned to a valid vacant position and hold as primary MOS the MOS required for that position. Documented over-strength or excess positions are not eligible to retain existing bonus or SLRP.

r. Soldiers eligible for incentives will retain eligibility while attending Officer Candidate School or Warrant Officer Candidate course up to the date of commissioning or appointment.

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s. A soldier's incentives will terminate upon entry in the Simultaneous Membership Program /Reserve Officer Training Corp (ROTC) advanced course effective on the date of order to the course. If the soldier receives an ROTC scholarship termination will be effective on the college class start date.

6. Selected Reserve Incentives Program (SRIP) clarification for deploying soldiers.

a. Soldiers' benefits under the Selected Reserve Incentive Program, which include the Affiliation Bonus, Enlistment Bonus, Re-enlistment Bonus, Civilian Acquired Skills Program and Student Loan Repayment Program will not be cancelled or altered because of participation under the authority of Partial Mobilization.

b. Soldiers, who volunteer under Title 10, Section 12301(d) and are serving on contingency operations Temporary Tour Active Duty (COTTAD) orders in support of a named contingency operation where Partial Mobilization has been declared, are subject to the SRIP policy.

c. Soldiers deployed to a Combat Zone (CZ) or Qualified Hazardous Duty Area (QHDA), who are otherwise eligible to extend for an incentive, will receive a tax free re-enlistment/extensions bonus. The tax free incentive is only applicable if the extension of enlistment is done while serving OCONUS in the CZ or QHDA.

d. Stop Loss does not prevent a soldier from extending within the 90-day window of his or her normal ETS.

e. In order to facilitate the tax-free opportunity; recommend the following process while pre-processing mobilized soldiers at home station. Initiate a DA Form 4187 and include in the Remarks section, the following statements:

(1) "You are involuntarily extended for the convenience of the government through the year 2031 under the provisions of 10 USC 12305. In order to qualify for a re-enlistment bonus, you must extend/re-enlist within 90 days of your normal contracted ETS date. I do _____ I do not_____ intend to extend within 90 days of my ETS date of _____ while deployed in a combat zone or qualified hazardous duty area."

(2) "If after your normal ETS date, you decide to extend for a re-enlistment bonus, you may do so as long as you qualify and are still under 14 years of total service and are not extending for a second 3-year extension bonus which must be done within the 90-day window. To complete the extension/re-enlistment, fill out a DA Form 4836, complete the oath and submit it to: U.S. Total Army Personnel Command (PERSCOM), RC Liaison Office, ATTN: TAPC-PDZ-B, 200 Stovall Street, Alexandria, VA 22302 or fax to DSN 221-4838 or commercial (703) 325-4838.

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f. Soldiers should be asked to initial the applicable blank and annotate their original contracted ETS date. The soldier and the unit commander should then sign the DA Form 4187. That will ensure that soldiers are completely informed about their obligations and entitlements. Soldiers who voluntarily extend at any time during the period of involuntary extension through Unit Stop Loss actions will have their ETS date changed in SIDPERS to their actual ETS date as a result of the extension.

g. Under no circumstances may the DA Form 4836 be used for involuntary extensions.

h. A soldier, who is a non-deployable asset, may be transferred to another MTOE unit or a derivative UIC for the duration of the mobilization and retain bonus eligibility based on the following criteria:

(1) The soldier will be transferred back to the original unit within 180 days of the unit's return from deployment.

(2) The soldier must be returned to the MOS for which the bonus was awarded and be the primary holder of the position. The soldier cannot be carried as excess.

i. A soldier who volunteers for deployment with the Army National Guard will retain incentive eligibility based on the following criteria:

(1) The soldier will be transferred back to the original unit within 180 days of the unit's return from deployment.

(2) The soldier must be returned to the MOS for which the bonus was awarded and be the primary holder of the position.

(3) The soldier cannot be carried as excess.

j. A soldier that is involuntarily mobilized and cross leveled/trained into a different MOS and or unit for which the soldier is not qualified in will retain their bonus entitlement while deployed based on the following criteria: Soldiers who are assigned to units that are restructured in order to meet emerging GWOT requirements will retain their original bonus if they become MOSQ within 18 months of the reorganization.

(1) The soldier will be transferred back to the original unit and MOS within 180 days of the unit's return from deployment (REFRAD).

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(2) Soldiers wishing to stay in a crossed leveled MOS for which they are not qualified and meet all other policy guidance set forth for that incentive will have 24 months to become MOS qualified.

(3) The soldier will not be coded as excess

(4) New enlistees for positions vacated by a cross leveled soldier (for mobilization purposes) are authorized to receive a bonus. Once the deployed soldier returns (REFRAD), the new enlistee must be moved to a valid position within 12 months.

(5) Soldiers who do not become MOSQ through no fault of their own within the timelines indicated above will retain their original bonus for an additional 12 months

7. Point of contact is SFC Donald Gay (donald.gay@ngb.army.mil), DSN 327-7738 or 703-607-7738.

Encl
Bonus list

/s/
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DISTRIBUTION:
Ea State MILPO
Ea Incentive Manager
Ea RRM