



NATIONAL GUARD BUREAU

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25 JUL 2011

ARNG-GSE

MEMORANDUM FOR The Adjutants General of all States, Puerto Rico, the US Virgin Islands, Guam, and the Commanding General of the District of Columbia

SUBJECT: (All States Log Number P11-0009) Army National Guard (ARNG) Selected Reserve Incentives Program for Fiscal Year 2011

1. References. See enclosure 1.
2. Applicability. This policy applies to those entering or serving in a traditional status in the ARNG effective 1 August 2011.
3. Purpose. The Selected Reserve Incentives Program (SRIP) helps leadership and personnel managers meet and sustain ARNG readiness requirements. The program provides recruiting and retention incentives to help fill critical shortages. Incentives are used when other less costly methods have proven inadequate or ineffective, and only when necessary to support unit and skill staffing requirements.
4. Administration.
 - a. General. This document prescribes eligibility criteria, procedures, and standards for administering the SRIP for fiscal year 2011. This policy supersedes all previous SRIP policies, guidance, ARNG SRIP instructions, and Education Incentive Operational Messages (EIOM).
 - b. Management Controls. Commanders at all levels are responsible for establishing and maintaining internal controls and for identifying and addressing major performance challenges and areas at greatest risk for fraud, waste, abuse, and mismanagement. Management control provisions shall be in accordance with Army Regulation (AR) 11-2, Managers' Internal Control Program, 4 January 2010. In addition, this program should be added to your Managers' Internal Control Five-Year Plan as a high risk function and evaluated every year to mitigate risks that would severely impact the National Guard (NG).
 - c. Separation of Duties. It is necessary to prevent any undue pressure on the decision-making process for incentives. Separation of duties is critical to effective internal control; it reduces the risk of erroneous and inappropriate actions. Fraud perpetrated through collusion with another person is deterred by separating duties. Decisions affecting incentives span across the communities of Recruiting and Retention, Finance, Medical, Standard Installation/Division Personnel System (SIDPERS), and Training, but duty separation creates a clear audit trail for operating efficiently and safely. Separation of

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duties ensures that each person's work acts as a complementary check against another's. No one person should be responsible for an entire transaction or operation. When duties cannot be separated, a detailed supervisory review of related activities is required as a compensating control activity.

d. Education Incentive Operational Messages. Periodic updates to this policy will be published as EIOMs. This document, EIOMs, and previous policies are posted to the Information Management and Reporting Center (iMARC) Information Center at <https://minuteman.ngb.army.mil>.

e. System Access. The management tool for administering ARNG SRIP is iMARC. A user may request a general user, non-privileged level account for routine procedures or a privileged level access account, from either State Administrator or State Manager. All users of iMARC are required to complete initial Information Assurance (IA) awareness orientation as a condition of access and thereafter must complete annual IA refresher awareness. In addition, all users with privileged access must complete a Privileged Access Agreement. Personnel who are not appropriately certified within 6 months of assignment to a position or who fail to maintain their certification status shall be reduced to the non-privileged level. The State Incentive Manager (IM) will retain training completion certificates for all users within his or her domain.

f. Incentive Manager Training Requirements. The following training must be completed within 90 to 180 days of assignment. Further, IMs are required to complete recertification training annually after graduating the IM Course. Individuals who do not become recertified annually may have their iMARC access rights revoked until their recertification is completed and verified by the proponent, the Incentives Operations Team, located at the NG Professional Education Center, Camp Joseph T. Robinson, AR.

(1) Comptrollers Accreditation and Fiscal Law Course, Distributed Learning (DL) Course Number 5F-F14 (181A_8F-DL12), <https://jag.elic.learn.army.mil>. Note: Must be completed prior to 30 September 2011.

(2) Incentives Manager Course, Phase I, DL. Length: Self-paced, 55 hours. incentives.trng@ng.army.mil for enrollment and training information.

(3) The Incentive Manager Course, Phase II (Resident). Length: 40 hours (5 days).

5. Funding Authority. The execution of any SRIP incentive is subject to authorization in law, appropriation of funds, and applicable regulatory guidance.

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6. Acronyms and Definitions. Terms used in this policy are explained within the context of this instruction or in enclosure 2, Glossary and Definitions.

7. Selected Reserve Incentives Program General Requirements. The following requirements must be met to receive SRIP incentives. These rules also apply to the Student Loan Repayment Program (SLRP). In addition to these rules, specific requirements are listed under each individual program.

a. The recipient must meet the eligibility criteria for enlistment, reenlistment, extension, accession, affiliation, commission, or appointment into the ARNG.

b. The recipient must fill a valid, Automated Unit Vacancy System (AUVS) position in the Recruit Quota Enlistment System (REQUEST) or the Army Automated Reenlistment Reclassification System (RETAIN). Excess, over-strength, and manually loaded vacancies are not authorized incentives. Applicants enlisting for the 09S SLRP option are exempt from the requirements in this paragraph, and may fill either officer or enlisted positions. The AUVS is the system of record for determining valid vacancies for incentives.

c. The recipient, enlisting/witnessing official, and service representative are required to sign an incentive addendum on the date of enlistment, reenlistment, extension, accession, affiliation, commission, or appointment, unless otherwise stated in this policy. The incentive addendum will state the terms and conditions of the incentive.

d. The incentive addendum is not valid if signed after the execution date of a Department of Defense Enlistment /Reenlistment Document Armed Forces of the United States (DD Form 4), Department of the Army Oath of Extension of Enlistment or Reenlistment (DA Form 4836), or Oath of Office (NGB Form 337) and/or if not signed and dated by an enlisting/witnessing official and a service representative at the time the document is executed.

e. Soldier enlisting in the ARNG under the provisions of a Department of Defense Request for Conditional Release (DD Form 368 or Request for Clearance from US Army Reserve for Enlistment/Appointment in ARNG (NGB Form 60) from the Individual Ready Reserve (IRR) may be authorized an incentive.

f. United States Army Reserve (USAR) Soldiers who are enlisting into the ARNG under the provisions of a Request for Conditional Release and who have existing incentives are authorized to continue their incentives provided they meet the terms of the original service agreement and incentive addendum.

g. An incentive addendum must have an approved automated control number (CN) issued on or before the date of the service agreement. The CN is valid only for the

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incentive addendum that it is requested and approved for. For other than the Reserve Component Career Counselor (RCCC), the CN is only valid for the month and fiscal year for which it is issued. The RCCC CN may be issued up to 180 days prior to the expiration term of service (ETS) from Active Duty. Manual CNs are authorized only in periods of system outages or when inputting a USAR contract and incentive addendum per enclosure 3, Manual CN Procedure.

h. Soldiers shall serve satisfactorily in the authorized Military Occupational Specialty (MOS)/Area of Concentration (AOC) for the full term of the service agreement, except for authorized exceptions.

i. Retroactive entitlement of a SRIP incentive is not authorized under this policy.

j. Non-Prior Service (NPS) applicant must have an Armed Forces Qualification Test (AFQT) score of 50 or higher for all incentives.

k. Regional Training Institute (RTI) instructors assigned to MOS Immaterial (00F) duty positions may be authorized an incentive in their primary MOS (PMOS) provided they remain qualified in their PMOS and meet all other requirements for the incentive. The Special Qualification Identifier (SQI) will be in accordance with requirements of the assigned duty position. Soldiers must become instructor qualified (SQI-8) within 180 days of assignment.

l. Recruit Sustainment Program (RSP) cadre assigned to an MOS Immaterial (00F) duty position may be authorized an incentive in their PMOS provided they remain qualified in their PMOS and meet all other requirements for the incentive. Soldiers must become instructor qualified (SQI-8) within 180 days or Drill Sergeant qualified (SQI-X) within 365 days of assignment.

m. Incentive eligibility must be verified and validated using the Soldier screen in iMARC for suspension, termination, recoupment, and/or payment actions. Data systems that interface with iMARC must be kept current to facilitate timely incentive payments. Incentive addendums, the oath of office, DD 4, and DD 4836 must be loaded into the Interactive Personnel Electronic Records Management System (iPERMS). The iMARC comments will validate that documents are available for review in iPERMS. Supporting documents that validate eligibility and payment should also be uploaded in iMARC for quick reference.

n. Soldiers must be secondary school graduates prior to attending Advanced Individual Training (AIT) for payment of a SRIP incentive.

o. Soldiers are required to complete their service obligation even if released or removed from an incentive addendum.

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p. Applicant processing through the Recruiter Temporary Reservation System (RTRS) with an approved CN must enlist within the date of request plus 7 days of the RTRS reservation. The CN and RTRS reservation are valid for up to 8 days, even if the State reaches its authorized end-strength ceiling. Exceptions are not authorized.

q. Soldiers agree to extend for the minimum period necessary to meet the TRADOC service-remaining requirement in order to attend training only if they have less than the required service remaining for the MOS training.

r. Non-Prior Service Civilian Acquired Skills Program (CASP) applicants are eligible for SRIP incentives.

s. Non-Prior Service Split-option candidates are eligible for SRIP incentives.

t. Army Regulation 601-210, Active and Reserve Component Enlistment Program, 8 February 2011, governs suspension, reinstatement, termination, and recoupment of incentives. This policy supplements the regulation with specific criteria for each incentive.

u. Soldiers may continue to receive full incentive payment, if otherwise eligible, when they are transferred or reassigned in accordance with AR 601-210.

8. Persons Ineligible.

a. Military Technicians (includes indefinite technicians and temporary technicians on assignment over 180 days in any continuous 12-month period).

b. Active Guard Reserve (AGR) Soldiers.

c. Soldier enlisting into the Patriot Academy or General Education Diploma Plus Program.

d. Glossary Non-Prior Service (GNPS) applicants.

e. An accession override in REQUEST.

f. Officer Candidate School (OCS) enlistment option (except 09S SLRP option).

g. Reserve Officer Training Corps (ROTC) applicant enlisting as a 09R into the Simultaneous Membership Program (SMP).

h. Recruit Force Pool (RFP) participant. Upon enlistment, a SRIP incentive may be authorized in accordance with current policy.

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- i. Soldier enlisting under the Active First program.
- j. Soldier enlisting in the ARNG under the provisions of a conditional release from a Selective Reserve (SELRES) component other than USAR.
- k. All branch immaterial positions are ineligible for incentives unless otherwise noted.

9. Critical Skill (CS) Management.

- a. The following stated categories determine a CS for:

(1) Enlisting applicants, an MOS with less than 90 percent fill rate at the State level. The CS MOS will remain on the incentive list until the State reaches 100 percent fill for that MOS. Once removed, the CS will not reappear until dropping below the original 90 percent fill rate at the State level.

(2) Officers, an AOC or MOS with less than 90 percent fill rate at the National level. The CS AOC/MOS will remain on the incentive list until the Nation reaches 100 percent fill for that AOC/MOS. Note: If a State reaches or is at 90 percent fill per the AOC/MOS on the NGB Critical list, the State is not authorized to execute an incentive.

(3) Enlisted Soldiers reenlisting or extending, in an MOS regardless of fill rate at the State or National level. Only the primary holder of a valid position is eligible. Note: If a Soldier is in an over-strength or excess status, the State is not authorized to execute an incentive.

- b. Critical skill management occurs when an automated CN is requested in iMARC using data from applications that monitor reservations, vacancies, and end-strength. All available CS vacancies will appear in iMARC with an 840 management score.

10. Non-Prior Service Critical Skill Enlistment Bonus.

- a. Specific Criteria. In addition to the SRIP general requirements, the following requirements and rules apply:

(1) This incentive may not be offered when the State has obtained its end-strength ceiling.

(2) Minimum 6-year term of service (6x2 or 8x0 enlistment).

(3) Soldiers must enlist for a CS vacancy in the grade of E-4 or below. See enclosure 4, Enlisted NPS Critical Skill List.

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(4) Soldiers must become Duty Military Occupational Specialty Qualified (DMOSQ) within 24 months from the date of enlistment to be eligible for this incentive.

(5) Combined incentives may not exceed the legal maximum of \$20,000.

b. Payments:

(1) Non-Prior Service Critical Skill (6x2 or 8x0): (\$5,000) Payments are made in two installments for those Soldiers who ship on or before their original Reception Station (RECSTA) date.

(a) Installment 1: (\$2,500) Processed upon successful completion of AIT and verification of qualification in SIDPERS.

(b) Installment 2: (\$2,500) Processed on the 3-year anniversary of the enlistment date.

(2) Payment amounts are based on RECSTA ship date.

(a) The incentive will be reduced by 50 percent for Soldiers who fail to ship on or before their original RECSTA date.

(b) Soldiers failing to ship within 365 days will not be paid a bonus.

11. Prior Service Enlistment Bonus.

a. Specific Criteria. In addition to the SRIP general requirements, the following rules and requirements apply:

(1) This incentive may not be offered when the State obtains its end-strength ceiling.

(2) A 6-year term of service.

(3) Soldiers must be in the grade of E-7 or below.

(4) Soldiers must enlist in a CS DMOSQ or Non-DMOSQ.

(5) Soldiers enlisting from a branch of service other than the Army for DMOSQ CS positions must meet the requirements as prescribed in memorandum, HQDA, ATTG-TRI-VP, 6 May 2008, subject: Conversion of Sister Service Occupational Specialties to Army Military Occupational Specialties (MOSSs) (enclosure 9). Exceptions are noted in

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memorandum, HQDA, ATSH-IPP, 1 February 2008, subject: Conversion of US Navy Marine Corps, and Air Force Enlisted MOS Identifiers (enclosure 10). Soldiers will not be paid their initial payment until coded as DMOSQ in SIDPERS.

(6) Non-DMOSQ Soldiers must become DMOSQ in their authorized CS within 24 months of enlistment date to remain eligible for this incentive.

(7) Soldiers must have no more than 16-years of total military service upon enlistment in the ARNG. This service is computed from the Soldier's adjusted Pay Entry Basic Date. The total military Service criteria include inactive reserve time in the Individual Ready Reserve (IRR) or Inactive National Guard (ING).

(8) Soldiers must have received an honorable discharge or an honorable release at the conclusion of all prior periods of military service. Those who received general discharges (under honorable conditions) from any period of service are ineligible.

(9) Soldiers who previously received a prior service enlistment incentive are not authorized another prior service enlistment incentive.

(10) The RCCCs and Active Component Career Counselors may offer this incentive if a vacancy exists in RETAIN. The State IM must verify incentive eligibility before Soldiers sign the incentive addendum.

(11) Soldiers who previously received the Selected Reserve NPS enlistment incentive, Reenlistment/Extension Incentive, or Affiliation Incentive are authorized to receive the Prior Service Enlistment Incentive.

(12) Prior Service Soldiers enlisting within 365 days of their last discharge date from the ARNG are not eligible.

(13) Prior Service enlistments processed outside of a Military Entrance Processing Station (MEPS) must be reserved in REQUEST within 3 business days of the enlistment date in order for the incentive addendum to remain valid. A copy of the REQUEST reservation from the MEPS Guidance Counselor must be uploaded into iMARC for verification. Exceptions are not authorized.

(14) Prior Service Air Force, Navy, or Coast Guard personnel, who are considered DMOSQ upon enlistment, are required to attend Army Basic Combat Training (BCT) within 365 days of their enlistment unless they have previously completed Army or Marine Corps basic training. Exceptions are PS USAF and USN Special Operations personnel. Soldiers will not be paid their initial incentive payment until after completion of BCT. Failure to complete BCT within 365 days will render Soldiers ineligible for the bonus.

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(15) Soldiers may not be released from active or Selected Reserves (Troop Program Unit, Individual Mobilization Augmentee, or Active Guard Reserve) service for the purpose of enlistment in the Army Reserve or ARNGUS. Soldiers who are separated within 90 days of their contracted ETS are exempt from this restriction and are considered to have completed their prior obligations.

(16) Soldiers must possess a bonus MOS or accept training into an MOS as announced by HQDA that is the same as required by the SELRES unit position vacancy. Soldiers must have successfully served in the MOS and attained a level or qualification commensurate with their grade and years of service while serving on active duty. In the case of prior service in the Army Reserve or ARNGUS, they must have previously qualified in the MOS. Soldiers enlisted as "Will Train" have 24 months to acquire the critical MOS.

(17) Soldiers must complete the Prior Service Enlisted Bonus Agreement as part of the enlistment agreement and be classified in Mental Category I, II, or III (AFQT) with a score of 31 or higher.

b. Payment.

(1) Prior Service Critical Skill DMOSQ – 6 years: (\$5,000) 50/50 payments.

(a) Installment 1: (\$2,500) Processed upon reporting to unit of assignment, verification of DMOSQ status in SIDPERS and completion of BCT, if required.

(b) Installment 2: (\$2,500) Processed on the 3-year anniversary of the enlistment date.

(2) Prior Service Critical Skill Non-DMOSQ – 6 years: (\$5,000) 50/50 payments.

(a) Installment 1: (\$2,500) Processed upon completion of qualification training in their authorized CS, verification of DMOSQ status in SIDPERS, and, if required, the completion of BCT.

(b) Installment 2: (\$2,500) Processed on the 3-year anniversary of the enlistment date.

12. Reenlistment/Extension Bonus (REB).

a. Specific Criteria. In addition to the SRIP general requirements, the following rules apply:

(1) This incentive may be offered when the State obtains its end-strength ceiling.

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- (2) 3-year or 6-year term of service.
- (3) Soldiers must be in pay grade of E-7 or below.
- (4) Soldiers may execute an extension within 365 days of their ETS. Soldiers who are within 90 days of ETS are not eligible for this incentive.

Eligible to Extend for REB	Ineligible to Extend for REB
365 - 91 days before ETS	90 - 1 day before ETS

Table 1: Twelve Month Extension Window

(5) Soldiers extending for the REB must not exceed the following Time-in-Service requirements at time of current ETS:

Pay Grade	Time-in-Service
E-1 – E-3	8-years
E-4	10-years
E-5	13-years
E-6 – E-7	15-years

Table 2: Time-in-Service Requirements by Grade

(6) Soldiers must be the primary position holders in an authorized military grade and skill qualification commensurate with the positions for which they are reenlisting/extending IAW paragraph 9a.(3).

(7) Soldiers who are Non-DMOSQ due to unit transition (deployment, reorganization, inactivation, or relocation) and who are otherwise fully eligible for the incentive may reenlist/extend for the REB.

(8) Soldiers who are Non-DMOSQ at the time of extension must become qualified within 12 months of the new service agreement start date for a 3-year agreement or 24 months for a 6-year agreement. Soldiers will not be eligible for payment of the bonus if they are not qualified within above time frames. Payment will not be processed until Soldiers are DMOSQ in SIDPERS.

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(9) Soldiers deployed outside the Continental United States (OCONUS) must be under mobilization orders Title 10 United States Code (USC) 12301(d), Title 10 USC 12302, or Title 10 USC 12406.

b. Payments:

(1) The REB Deployed OCONUS/ Non-Mobilized – 3 years: (\$3,000) Lump-sum payment. Processed on the new start date of the contractual service commitment.

(2) The REB Deployed OCONUS – 6 years: (\$10,000) Lump-sum payment. Processed on the new start date of the new contractual service commitment.

(3) The REB Non-Mobilized – 6 years: (\$10,000) 50/50 payment.

(a) Installment 1: (\$5,000) Processed on the new contract start date for DMOSQ. Processed upon completion of qualification training and verification in SIDPERS for Non-DMOSQ.

(b) Installment 2: (\$5,000) Processed on the 3-year anniversary of the contract start date.

13. Enlisted Affiliation Bonus.

a. Specific Criteria. In addition to the SRIP general requirements, the following rules apply:

(1) This incentive will not be offered when the State obtains its end-strength ceiling.

(2) The DMOSQ Soldiers must affiliate with a CS, unit, or pay grade for no less than 3-years.

(3) Soldiers must be in pay grade E-7 or below and DMOSQ at time of enlistment to be eligible for this incentive and be no more than one grade below the required grade for the duty position.

(4) Soldiers must have satisfactorily completed any term of enlistment or period of obligated service.

(5) Soldiers must affiliate with the ARNG with the agreement that a minimum of 3-years of that time will be served in active drilling status (contractual obligation) in the ARNG.

(6) Soldiers must have fewer than 16-years of total military service.

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(7) Soldiers joining from another service must be awarded the enlistment MOS as their primary MOS, as determined by the proponent school at the time of affiliation, in accordance with memorandum, HQDA, ATTG-TRI-VP, 6 May 2008, subject: Conversion of Sister Service Occupational Specialties to Army Military Occupational Specialties (MOSs) (enclosure 9), Exceptions are noted in memorandum, HQDA, ATSH-IPP, 1 February 2008, subject: Conversion of US Navy Marine Corps, and Air Force Enlisted Military Occupational Specialty (MOS) Identifiers (enclosure 10).

(8) The Reserve Component Career Counselors and Active Component Career Counselors may offer this incentive if a vacancy exists in RETAIN. The State IM must verify incentive eligibility before Soldiers sign the incentive addendum.

(9) Soldiers separating from an Active Component must have a re-entry code of 1, 2, or 3 with Separation Program Designator Codes in accordance with AR 601-210.

b. Payment. Enlisted Affiliation Bonus DMOSQ – 3 years: (\$5,000) A lump-sum payment, processed upon affiliation with the ARNG and reporting to the unit assigned. For Soldiers contracting under the retraining provision, the bonus payment will be initiated by the unit commander upon award of a vacant MOS. Bonus will be verified by the IM prior to initiation of bonus payment per published procedures.

14. Enlisted MOS Conversion Bonus (MOSCB).

a. Specific Criteria. In addition to the SRIP general requirements, the following rules apply:

(1) This incentive may be offered when the State obtains its end-strength ceiling.

(2) A 3-year period of obligated service from the award date of new MOS.

(3) Soldiers must not exceed the following requirements at time of application for the MOSCB:

Pay Grade	Time-in-Service
E-6	10-years
E-5 and below	Unlimited

Table 3: Time-in-Service Requirements by Grade.

(4) Soldiers must sign a written Memorandum of Agreement to reclassify into a new

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MOS. See enclosure 5, MOSCB Memorandum of Agreement. The new MOS must be less than 90 percent State fill at the relevant skill level to qualify. Soldiers reclassifying must be in an over-strength position in order to receive this incentive. The MOA must be signed prior to a Soldier being scheduled for the necessary re-training and the IM issuing a CN. Exceptions are not authorized.

(5) Soldiers must be fully qualified for training and attendance at the appropriate service school in accordance with DA Pam 611-21, Military Occupational Classification and Structure; and AR 135-200, Active Duty for Missions, Projects and Training for Reserve Component Soldiers, 30 June 1999. Soldiers must meet any special requirements for the specific MOS for which they are reclassifying.

(6) Soldiers must complete any contracted period of service prior to applying for the MOSCB if they are serving on an initial CS enlistment incentive.

(7) Soldiers released from the program for compassionate reasons will not be considered for re-entry into the program unless documentation is furnished to indicate the reason for removal no longer exists.

(8) Soldiers accepting AGR tours or military technician positions (indefinite and temporary technicians on tour for fewer than 180 days in any continuous 12-month period not included) prior to completing the required MOS training will no longer be eligible for the incentive.

b. Application Process.

(1) An application for entry into the ARNG MOSCB Program will be submitted through a Soldier's chain of command to: Joint Force Headquarters-State (JFHQ-XX), ATTN: State Incentive Manager. The unit commander will submit a memorandum indicating that the target MOS is less than 90 percent filled at the appropriate grade for each application.

(2) All IMs will:

(a) Ensure that Soldiers have the appropriate security clearance to be trained for the MOS (see DA Pam 351-4, paragraph 1-13).

(b) Ensure that Soldiers have a copy of the written approval for participation in the ARNG MOS Conversion Bonus program.

(c) Assign an MOS Conversion CN and establish the record in iMARC.

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(d) Track and manage the MOSCB record through completion or termination, whichever comes first.

c. Payment.

(1) The MOSCB – 3 years: (\$2,000) A lump-sum payment is processed on the effective date the MOS is awarded. This date begins the required 3-year period of obligated service.

(2) The ARNG MOSCB may be paid concurrently with an Affiliation Bonus, or Reenlistment/Extension Bonus. The Soldiers' new MOS becomes the primary MOS on official order, and the Soldiers must remain in the new MOS for the length of the reenlistment or length of the MOS conversion (whichever is longer). Soldiers must complete the initial contract period if serving on the CS Enlistment Bonus and are not authorized for the MOSCB.

15. Officer Accession Bonus (OAB).

a. Specific Criteria. In addition to the SRIP general requirements, the following rules and requirements apply:

(1) This incentive may be offered when the State obtains its end-strength ceiling.

(2) A 6-year term of service.

(3) Officers must apply with an approved CS AOC or MOS listed in enclosure 6, Officer/Warrant Officer Accession Critical Skill List.

(4) Officers must serve in their contracted CS AOC or MOS for the entire length of the OAB agreement.

(5) Officers must sign the OAB agreement on or up to 90 days before the date of appointment or commission. Request for CN will be entered into IMARC and approved on or within 90 days prior to the date of appointment/commission or upon appointment as a WOC/OC whichever occurs first. Exceptions are not authorized.

(6) Officers/Warrant Officers must agree to serve in the AOC or MOS for which the incentive was awarded for the full length of their agreement. Commissioned officers are allowed normal career progression as long as they are the primary position holders within the Career Management Field (CMF) for which they received the OAB (Example: An officer with an AOC 12B incentive may continue to receive the incentive in one of 12A, 12D, or any other 12 CMF AOC per DA Pamphlet 600-3, Commissioned Officer Professional

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Development and Career Management Plan, 1 February 2010). Incentives will not be continued if the orders state "individual or voluntary request".

(7) Officers/Warrant Officers must have never held an officer commission or an appointment as a warrant officer in any of the armed forces of the United States, and must be in the rank of 2LT or WO1. The following exceptions are granted only if the AOC or MOS is on the current AOC or MOS list on date of commission:

(a) Grade is immaterial for DMOSQ chaplains (56A) and judge advocates (27A).

(b) Chaplain candidates (00E) are not authorized for the OAB. However, they may be eligible for an accession incentive when they commission in the Chaplain Corps, if otherwise fully qualified, regardless of having had a previous commission as a chaplain candidate.

(8) Officers must successfully complete Basic Officer Leader Course or Warrant Officer Basic Course in their designated AOC or MOS within 24 months of the date of commission or appointment.

(9) At the time of accession, officers must not be receiving benefits or participating in any of the financial assistance programs listed in enclosure 7, Disqualifying Federal Programs under Officer Accession Bonus (OAB) & Officer Affiliation Bonus (OAFB).

(10) Commissioned officers and appointed warrant officers are not eligible for the OAB if their enlisted incentive is terminated without recoupment.

(11) Officers remain eligible to participate in the ARNG Federal Tuition Assistance Program.

(12) Officers are ineligible to receive the OAB if currently under contract for SLRP. Prior to commissioning, officers other than 09S may choose to terminate their enlisted incentive. Officers must sign a memorandum for record to clarify their intent. The action must be complete prior to the date of commission.

b. Payment. Officer Accession Bonus CS – 6 years: (\$10,000) A lump-sum payment is processed upon completion of the Basic Officer Leader Course or the Warrant Officer Basic Course qualification.

16. Officer Affiliation Bonus.

a. Specific Criteria. In addition to the SRIP general requirements, the following rules and requirements apply:

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- (1) This incentive may be offered when the State obtains its end-strength ceiling.
- (2) A 6-year term of service.
- (3) Officers must affiliate with an approved CS AOC or MOS listed in enclosure 8, Officer and Warrant Officer Critical Skill List.
- (4) The OAFB agreement must be signed on or up to 90 days before the date of affiliation with the ARNG. The RCCC must contact the State IM prior to signing the contract to verify incentive eligibility. Request for CN will be entered into IMARC and approved on or within 90 days prior to the date of appointment/commission or upon appointment as a WOC/OC whichever occurs first. Exceptions are not authorized.
- (5) Officers must hold the rank or grade of 1LT (O-2) through MAJ (O-4) or CW2 (W-2) through CW3 (W-3).
- (6) Officers must be either currently serving on active duty for more than 30 days or currently members of the IRR. Officers who transferred into the IRR from any selected reserve component (including ARNG) must serve at least 12 months in the IRR before being considered for this incentive. Officers conditionally released from another SELRES component for affiliation with the ARNG are not authorized for this incentive.
- (7) Officers must have received honorable discharges from all periods of previous military service to qualify for this incentive.
- (8) Officers must have never received an OAFB for service in any selected reserve component.
- (9) Officers must not be receiving retired or retainer pay.
- (10) Officers must not be receiving benefits or participating in any of the financial assistance programs annotated in enclosure 7, Disqualifying Federal Programs under Officer Accession Bonus (OAB) & Officer Affiliation Bonus (OAFB).
- (11) Officers must agree to become AOC or MOS qualified within 24 months from the date of affiliation. This applies to officers coming into positions for which they have not completed the required training. Incentive will not be paid until training is completed.
- (12) Officers/Warrant Officers must agree to serve in the AOC or MOS for which the incentive was awarded for the full length of their agreement. Commissioned officers are allowed normal career progression as long as they are the primary position holder within the CMF for which they received the OAFB. (Example: An officer with an AOC 12B incentive

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may continue to receive the incentive in one of 12A, 12D, or any other 12 CMF AOC, in accordance with DA Pamphlet 600-3, Commissioned Officer Professional Development and Career Management Plan, 1 February 2010). Incentives will not be continued if orders state "individual or voluntary request."

b. **Payment. Officer Affiliation Bonus CS – 6 years: (\$10,000)** A lump-sum payment is processed upon affiliation with the ARNG and reporting to unit of assignment or on completion of AOC or MOS training qualification. Payment will not be processed until qualifications are updated in SIDPERS.

17. Student Loan Repayment Program.

a. **Specific Criteria.** In addition to the SRIP general requirements, the following SLRP rules apply:

- (1) This incentive may be offered when the State obtains its end-strength ceiling.
- (2) Applicants must enlist, reenlist or extend in a critical skill and remain in an authorized position for their entire service obligation.
- (3) Commissioned Officers/Warrant Officers are not eligible for this incentive.
- (4) Applicants must have one or more qualifying and disbursed Title IV Federal loan(s) not in default at the time of enlistment, reenlistment, or extension. The loan must be listed on the National Student Loan Data System (NSLDS) statement.
- (5) Applicants for the SLRP must sign a minimum 6-year service obligation at the time of enlistment, reenlistment, or extension.
- (6) Soldiers may add future disbursed loans upon completion of their current service obligation and extension for an additional 6-year period, provided they have not been commissioned or appointed.
- (7) Prior Service applicants and current ARNG members must be DMOSQ at the time of enlistment, reenlistment, or extension.
- (8) The date of initial SLRP eligibility establishes the lifetime maximum amount applicants may receive throughout their entire military career. This amount may not be adjusted at a later date except as authorized by HQDA G-1 (DAPE-MPA-CB).
- (9) Any break in service will permanently terminate SLRP eligibility, except for authorized periods of non-availability.

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(10) Officers who are receiving prior SLRP/CLRP/HPLR payments are ineligible for the OAB and/or the OAFB.

(11) Officers who received SLRP will be terminated without recoupment effective the date they are appointed into the Army Medical Department (AMEDD) branch. Does not apply to 67J, 70B and 72D.

(12) Enlisted Soldiers who enter a commissioning program and/or accept an appointment or commission as an officer or warrant officer in the SELRES, except as noted above, may continue to receive SLRP payments as stipulated in their original contract as long as they remain otherwise qualified. Note: If the maximum amount of SLRP payments has been reached, then code as "complete" in iMARC.

(13) SLRP extensions are not authorized for officers who contracted for this incentive as enlisted applicants.

(14) The following two printouts from the Department of Education's NSLDS website must be scanned, together with the DD 4 or DA 4836, and uploaded into Guidance Counselor Resource Center (GCRc) and iPERMS as a packet, no later than the effective date of the applicant's service agreement.

(a) The NSLDS Aid Summary sheet.

(b) The NSLDS Detail Loan Information sheet(s).

(15) A CN will not be issued without validation of qualifying federal student loan(s) that are not in default at time of issuance of the CN. A copy of the promissory note is not required when requesting a CN.

(16) The date Soldiers sign their initial enlistment or extension agreement establishes the SLRP anniversary date (month), unless adjusted for periods of authorized non-availability.

b. Continued receipt of the SLRP. Individuals who transfer from the United States Army Reserve to ARNG will continue to receive the SLRP.

(1) Refer to AR 601-210, chapter 10.

(2) US Army Reserve Soldiers must have their promissory note(s), NSLDS Aid Summary sheet, NSLDS Detail Loan Information sheet(s), loan payment history for verification or validation, USAR Department of Defense 4 Series, and USAR SLRP Annex uploaded into iMARC prior to receiving a CN. Information must include proof of previous

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payments processed by the USAR (e.g., W2, payment voucher, or payment history report from lender).

(3) Must execute a new SLRP addendum upon enlistment into the ARNG.

c. Additional Criteria for 09S SLRP option.

(1) Applicants enlisting under the 09S SLRP option must contract for a minimum 6-year service obligation and meet the minimum 09S SLRP criteria as outlined in AR 601-210 and policy memorandums.

(2) The 09S SLRP applicants may enlist for either a 6x2 or an 8x0 service obligation. Additional loans may not be added during the period of the contractual service commitment.

(3) A minimum of 90 semester hours are required for this incentive. Applicants must provide their official transcript prior to CN approval. The transcript must be uploaded into GCRc and iMARC.

(4) The 09S SLRP applicants may be excess to any unit when enlisted into the ARNG. They may be assigned to either an enlisted or officer position. On the date of commission, the officer must be the primary position holder. Officers in excess, over strength, and manually loaded vacancies are not authorized to continue this incentive.

(5) The 09S SLRP applicants will not be eligible for the Officer Accession Incentive upon commissioning. They may not complete or terminate their SLRP to receive the OAB.

(6) The 09S SLRP applicants are not authorized any enlisted SRIP incentive other than the SLRP.

(7) The 09S SLRP applicants remain eligible upon commission or appointment for this incentive until the initial contracted service obligation has expired. At that time, the incentive will be marked "completed" in iMARC. Extensions are not authorized, under any condition.

(8) Prior Service 09S applicants must have a minimum AFQT score of 50.

d. Payment.

(1) This policy authorizes SLRP incentive agreements of up to \$50,000 for newly established contracts, with annual repayments not to exceed the maximum amount established by law. (Refer to Table 4 below).

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(2) Anniversary payments are to be processed no later than 30 days after the anniversary date.

(3) Soldiers must be DMOSQ to receive SLRP repayment. (Not applicable for 09S SLRP option).

(4) Each individual loan must be at least 1 year old on the anniversary of the enlistment or reenlistment contract for payment.

(5) Consolidation loans must be entered into iMARC individually and then consolidated for payment.

(6) Anniversary payments will not exceed 15 percent of the original loan remaining balance(s) plus outstanding yearly interest, or \$500, whichever is greater, for loan(s) that are at least 1 year old on the anniversary. The payment amount cannot exceed the maximum annual payment reflected in the table below:

Date Range	Contract Amount	Maximum Annual Payment
Until 30 SEP 2004	\$10,000	\$1,500
01 OCT 2004 to 28 FEB 2009	\$20,000	\$3,000
01 MAR 2009 to Present	\$50,000	\$7,500

Table 4: SLRP Payment Table.

(7) Loans less than 1 year old on the anniversary date are deferred for payment until the next anniversary date. On the next anniversary, the loan will receive payment for the portion of the previous year the loan was in effect and a full payment for the current year.

(8) Payment is not authorized for other types of separations that result in the Soldier not completing the entire entitlement year.

(9) Prorated and accelerated payments are not authorized for acceptance of a permanent Military Technician or AGR position.

(10) Payment should not be made for any part of the loan that has already been paid.

(11) All SLRP anniversary payments must have the following four documents in iMARC prior to each annual payment. These documents will be attached to an iMARC-generated transmittal and forwarded to the respective United States Property and Fiscal

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Office (USPFO) for payment. The USPFOs will not process SLRP payments without these supporting documents. The IM is responsible for ensuring the accuracy of the loan information entered in the "Loan Repayment" tab in iMARC prior to the generation of the transmittal form. The lender information must be verified annually against the NSLDS documents.

- (a) The iMARC-generated transmittal sheet.
- (b) The NSLDS Aid Summary sheet.
- (c) The NSLDS Detail Loan Information sheet(s).
- (d) Department of Defense 2475 (DOD Educational Loan Repayment Program (LRP) Annual Application).
- (e) Student Loan Repayment Addendum.

(12) The ARNG will not repay loan(s) or portion of loan(s) that are in default, or repay delinquent payment(s), their interest, and/or associated charges. The ARNG will not make a payment to a Soldier or reimburse the Soldier for payment(s) made by them or any other individual on their behalf. The SLRP payments are paid to the financial institution only.

(13) The SLRP payment is taxable income and is not taxed at time of payment. Soldiers may also request, through their finance representatives, that additional taxes be withheld to avoid additional tax liability. A separate W2 statement will be issued for this incentive. It is the Soldier's responsibility to ensure that the W2 is correct. Combat zone tax exclusion may not be automatic and corrections are handled in accordance with State procedures for requesting corrected W2s.

(14) Loan disbursement vouchers will be verified by the IM for each payment submitted. The voucher will be printed from the finance Voucher Processing System. New users may register at <http://eda.ogden.disa.mil>. The information on this site identifies disbursed payments only. It is not a guarantee that a check has been cashed.

e. Continuation of SLRP incentive. Soldiers (other than 09S SLRP applicants and commissioned officers) may continue to receive their SLRP incentives after their initial 6-year or 8-year obligation provided they remain fully eligible for the incentive and they extend their initial service agreement in 6-year increments. A new incentive addendum and CN are not required for each subsequent extension. A copy of the incentive addendum must be included with each subsequent extension, scanned and uploaded in iPERMS. Payments end when enlistment ends with the Selected Reserve or when payment reaches

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the maximum amount allowable. The initial contracted amount is the maximum SLRP amount available to Soldiers and cannot be increased unless authorized by HQDA G-1.

f. The SLRP is subject to suspension for the following reasons:

(1) The candidates fail to begin their officer-producing program within 1 year of entering the 09S SLRP option.

(2) Candidates do not complete a bachelor's degree within 2 years of entering the 09S SLRP option.

(3) Candidates have not accepted their commission within 3-years of entering the 09S SLRP option.

(4) Candidates withdraw from the OCS program and do not become DMOSQ. Soldiers must begin AIT within 180 days after withdrawal from OCS. The SLRP suspension will be lifted upon finishing AIT and becoming DMOSQ.

g. The SLRP is subject to recoupment for the following reasons:

(1) Erroneous receipt of payments.

(2) Overpayments. Money is recouped from the Soldier, not the lender. Overpayments will be collected against the appropriate year. Defense Finance and Accounting System (DFAS) will issue appropriate tax correction documents.

h. The AR 601-210 provides general guidance for the suspension, termination, recoupment, and grant relief for the SLRP. In addition to that regulation, the following specific rules apply. Termination with full recoupment of all payments for 09S SLRP participants will occur for the following reasons:

(1) Candidate fails to earn a commission or become DMOSQ and is subsequently discharged.

(2) Candidate fails to begin MOS training within 180 days of withdrawal from OCS.

(3) Candidate fails to qualify in an enlisted MOS after withdrawal from OCS.

(4) Candidate fails to accept a commission within 3-years of entering the 09S SLRP option.

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(5) Candidate fails to complete Basic Officer Leadership Course within 36 months of successful completion of OCS.

18. Chaplain Loan Repayment Program (CLRP).

a. Specific Criteria. In addition to the SRIP general requirements, the following rules and requirements apply:

(1) A 3-year term of service.

(2) Soldiers must satisfy all requirements for accession and commissioning of chaplains, as prescribed in regulations.

(3) Soldiers must currently hold and be fully qualified for appointment as a Chaplain in the ARNG.

(4) Soldiers must have a current endorsement from a religious organization listed as an endorser with the Armed Forces Chaplains Board, Department of Defense 2088, and Statement of Ecclesiastical Endorsement, which must be uploaded in iMARC prior to issuance of a CN.

(5) Soldiers must possess outstanding educational loans secured on or after October 1, 1975 in accordance with 10 USC, Section 16303. These loans must have been applied towards a basic professional qualifying degree or a graduate education resulting in a Master of Divinity degree. All degrees must be obtained from an accredited theological seminary as listed in the Association of Theological Schools (ATS) handbook and/or accredited institution of post-secondary education handbook.

(6) New loans incurred after signing a 3-year CLRP incentive agreement will not be eligible until the term is completed and a new 3-year CLRP incentive agreement is signed.

(7) Individuals enrolled in the Chaplain Candidate Program are not eligible to participate in the ARNG CLRP.

b. Payment.

(1) The CLRP amount will not exceed \$20,000 for each 3-year period of obligated service. The maximum lifetime benefit will not exceed \$80,000.

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(2) It is the Soldiers' responsibility to request their annual repayment in writing after completing each year of satisfactory service, as well as to provide updated copies of loan balances to their servicing State IM for payment.

(3) Payment will be made for each year of satisfactory participation as a Chaplain in the ARNG (payment not to exceed \$6,666.66 per year).

(4) The payment may consist of the loan's principal, interest, and related expenses of the loan.

(5) Payments are made to the lender.

(6) Repayment of any loan shall not exceed the outstanding balance.

19. Suspension: A Soldier's incentive payment will be suspended under the following circumstances.

a. Enter a period of non-availability (placement in the Inactive National Guard (ING). Maximum periods of non-availability are:

(1) One year for personal reasons.

(2) Three years for missionary obligations or overseas employment.

b. Becomes flagged (suspension of favorable personnel action due to an adverse action.)

c. Repeat consecutive record APFT failure or consecutive failure to meet body fat standards within a 12 month period.

d. Reinstatement of bonus eligibility is not guaranteed. Provided Soldiers meet all requirements for participation, payments will be processed effective on the date the suspension is lifted or on the adjusted anniversary date of satisfactory creditable service.

e. Soldiers serving for an incentive specific to MOS 68W whose NREMT-B expires will have their incentive payment suspended until they complete the re-certification process or 6 months, whichever comes first.

20. Termination.

a. Entitlement to an incentive will be terminated when any of the termination reasons in AR 601-210 apply before the fulfillment of the service described in the member's written

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agreement. Any contracts executed on or after the effective date of this Policy will be governed by the following termination rules.

b. No further incentive payments will be authorized, except for payments for service performed before the termination date. Termination of an incentive will not affect a Soldier's responsibility to serve his or her current statutory or contractual service commitment.

21. Relief from Termination. Relief from termination remarks must be entered into iMARC along with any supporting documentation. Incentives will not be terminated for the following situations:

a. Commissioned officers changing their AOC/MOS due to normal career progression. These officers may retain their incentive, if otherwise eligible, provided they are the primary position holder of a valid position within the same CMF for which they received their incentive for the entire length of the service obligation. A transfer order must be uploaded into iMARC. Note: This does not apply to a warrant officer.

b. Soldiers whose MOS is changed at the convenience of the Government or whose unit is inactivated, relocated, reorganized, or converted. These Soldiers are entitled to continue receiving incentives provided they meet all other eligibility criteria, become DMOSQ within 24 months, and are not separated from the SELRES. Soldiers must be coded 9994, excess due to reorganization in SIDPERS (9995 Total Army Personnel Database - Guard (TAPDB-G) code). Assignment Orders must be uploaded into iMARC.

c. Military technicians on temporary assignment tour (includes indefinite and temporary technicians on tour for less than 180 days in any continuous 12-month period).

d. Soldiers performing ADOS (formerly ADSW) and/or Full Time NG Duty Operational Support who meet the eligibility criteria to reenlist or extend. These Soldiers may qualify for SRIP incentives provided they meet the eligibility criteria of the incentive as prescribed by AR 135-7, Incentive Programs, 15 April 1996, NG Regulation 600-7, or other appropriate policy guidance.

21. Termination with Recoupment. Remarks must be entered and supporting documents uploaded into iMARC if the following occur:

a. Unsatisfactory participation. If a Soldier accrues one or more unexcused absences within a 12-month period (nine for IDT and one for ADT), initiate termination of the incentive 90 days after the unexcused absence(s) if the absence(s) were not subsequently excused or made up. The effective date of termination is the date of the first unexcused absence ("U" on DA Form 1379).

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b. Separation from the ARNG due to death, injury, illness, or other impairment that is the result of the Soldier's own misconduct.

c. Failure to return to active status within the approved time period for non-availability or failure to extend the contracted period of service for a period of authorized non-availability within 90 days of return to active status. Termination will be effective on the date reflected on the Soldier's order to the ING.

d. Failure to maintain assignment in a valid, vacant position (SIDPERS excess code 9993, TAPDB-G excess code 999K). Soldiers placed in an over-strength status due to their unit being inactivated, relocated, reorganized, or converted (unit transformation or reorganization) are entitled to continue receiving payment(s), including the initial payment. Soldiers have 24 months from the date of the transformation or reorganization (plus period spent in a mobilized status) to be placed in a valid vacancy. Soldiers should not be coded 9993 in SIDPERS.

e. Discharge while under suspension of favorable personnel actions (flags) when the flag was not lifted prior to discharge. The effective date of termination is the date the flag is initiated (does not apply to flag for initial Army Physical Fitness Test (APFT) failure or initial failure to meet body fat standards).

f. Two consecutive record APFT failures or two consecutive failures to meet body fat standards within the contract term. Termination will be effective on the date of the second APFT failure or second failure to meet body fat standards.

g. Failure to maintain medical and dental readiness, in accordance with AR 40-501, Standards of Medical Fitness, 23 August 2010, during the entire period of the service obligation, unless failure was due to reasons outside of the Soldier's control as determined by the State Surgeon. Supporting documentation should be uploaded into iMARC for quick reference.

h. Failure to obtain MOS qualification due to denial of any required security clearance. Termination is effective on the contract start date. Failure to maintain MOS qualification due to revocation of any required security clearance, termination is effective the date of revocation.

i. A Soldier is separating from the ARNG for enlistment into any active component, (Navy, USMC, USAF, US Coast Guard, or regular Army), and receives an incentive from the AC enlistment, or when the period of service is less than the Soldier's current ARNG contract.

j. Soldier serves at least 1 day of an enlisted incentive contract term (contract term starts the date the initial payment of the incentive is authorized) and receives an officer

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accession incentive. Termination is effective the date of acceptance of commission or appointment. Note: Officers cannot receive SLRP and OAB at the same time.

k. Soldier receives an OAB upon commissioning after SRIP was suspended on the basis of becoming a contracted SMP/ROTC cadet. Termination of the SRIP is effective on the date of the ROTC contract.

l. Failure to obtain DMOSQ within 24 months of enlistment.

m. Voluntary transfer out of the CS position for which the incentive is approved.

n. Voluntary retirement.

o. Voluntary separation due to pregnancy.

p. Soldiers leaving the AGR or Military Technician program to return to traditional status and receiving an incentive while assigned in that traditional status will have that incentive terminated with recoupment if they have served less than 50 percent of the incentive contractual agreement prior to reentering the AGR or Military Technician program.

q. Failure to become instructor qualified (Special Qualification Identifier (SQI=8) within 180 days of assignment to an RTI and/or RSP cadre position. Incentive will be terminated effective the date of transfer.

r. Failure to become Drill Sergeant qualified (SQI=X) within 365 days of assignment to an RSP cadre position. Incentive will be terminated effective the date of transfer.

s. Officers entering into any Active Component or SELRES component with a current ARNG officer incentive will be terminated effective the date of transfer.

22. Termination without Recoupment. Remarks must be entered into iMARC for all terminations. Supporting documents must be uploaded. Reasons for termination without recoupment include the following:

a. Soldiers are simultaneously members of an authorized officer commissioning program, or accept immediate appointment as officer in any military department and are not receiving an officer affiliation or accession incentive from the gaining military department, as long as they served one or more days in the losing SELRES status (contract term starts the date the initial payment of the incentive is authorized). Note: This does not apply to SLRP.

b. Serve at least 1 day of an enlisted contract term (contract term starts the date the initial payment date is authorized) before accepting any ROTC scholarship. Termination is

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effective on the college class start date. Note: This does not apply to SLRP.

c. Does not receive an OAB upon commissioning after being suspended for becoming a contracted SMP or ROTC Cadet. Termination is effective on the ROTC contract effective date.

d. Accept a Military Technician or AGR position where membership in a reserve component is a condition of employment and have served 180 days or more in the losing SELRES from the payment date (includes indefinite and technicians on tour for 180 consecutive days or more in any continuous 12-month period) will result in the incentive agreement being terminated 1 day prior to the start date of the tour.

e. Leave the AGR or Military Technician program to return to a traditional status and receive an incentive but does not serve more than 50 percent of the incentive contractual agreement before returning to AGR or Military Technician program.

f. Retire involuntarily.

g. Separate for sole survivorship.

h. Separate involuntarily from the ARNG as a result of unit inactivation, relocation, reorganization, or a DOD-directed reduction in the ARNG force.

i. Fail to ship within 365 days of their enlistment date.

j. Contract as an ROTC cadet in the SMP. Note: Does not apply to the SLRP.

k. A Soldier is separating from the ARNG for enlistment into any active component, (Navy, USMC, USAF, US Coast Guard, or regular Army), and does not receive an incentive from the AC enlistment, or when the period of service is less than the Soldier's current ARNG contract.

23. Disposition of Incentives. To complete an incentive contract, any unpaid portion of an incentive will be paid out when the following situations occur:

a. Separation due to death that is determined not to be the result of the Soldier's own misconduct.

(1) In cases where the incentive is established in the DFAS pay system at the time of death, the payout of the incentive will be handled by the DFAS casualty assistance office with no action required by the IM other than marking the incentive as "completed" in iMARC with the remark "Soldier deceased on (date)."

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(2) In cases where the incentive is not established in the DFAS pay system at the time of death, the IM should provide incentive establishment paperwork to the casualty assistance office within the State so that DFAS will be made aware that the incentive exists. Actions in iMARC are the same as in (1) above.

b. Separation due to injury or illness that is determined not to be the result of the Soldier's own misconduct and the injury or illness occurred while assigned to a designated combat zone or combat related operation. Any unpaid amounts in iMARC will be accelerated by moving the date of payment to the relevant date and paid. These contracts will then be marked as "completed" in iMARC with appropriate remarks, such as "Soldier was separated due to (reason) on (date)." A copy of the discharge order will be noted in iMARC as a document in iPERMS. Note: Do not mark the contract "complete" in iMARC until the actual payment has been processed by DFAS; otherwise, the payment will reject.

c. Transfer of a Soldier from the ARNG to the USAR on a conditional release. This situation will not terminate the Soldier's incentive. The incentive will transfer to the USAR with that Soldier. The incentive will be marked "completed" in iMARC with remarks such as "Soldier was conditionally released to the USAR on (date)." Incentive managers are required to make sure the addendum is in the Soldier's iPERMS record.

24. Deploying and Deployed Soldier.

a. Soldiers volunteering under Title 10 USC, Section 12301(d) or serving under Contingency Operation for Active Duty Operational Support (CO-ADOS) (formerly known as COTTAD) orders in support of a named contingency operation where partial mobilization has been declared are subject to the provisions of this ARNG SRIP policy.

b. Tax Free Incentives. Eligible enlisted Soldiers who execute a Re-enlistment or Enlisted Affiliation Incentive will receive a tax free incentive if deployed to a Combat Zone Tax Relief Area (CZTRA) as defined by Department of Defense Financial Management Regulation (DODFMR), Volume 7A, Chapter 44, and are otherwise fully qualified. The updated DODFMR may be found at the following Web page: <http://www.defenselink.mil/comptroller/fmr/07a/index.html>. Tax free incentives are only applicable if the extension or re-enlistment is signed during the calendar month the Soldier is ordered to serve, and while serving outside CONUS in the CZTRA for at least 1 day.

c. Soldiers with an incentive who are deploying or deployed remain eligible to receive their incentive.

(1) Soldiers cross-leveled into an MOS for which they are not qualified or who are placed into an MOS immaterial position (00F) will remain eligible for the incentive

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while deployed.

(2) Soldiers choosing to remain in the cross-leveled MOS upon release from active duty (REFRAD) have up to 24 months to become qualified in their new MOS before their incentive is terminated with recoupment, effective the REFRAD date of the unit.

(3) Soldiers placed in 00F positions will have to regain the incentive-eligible position for which the incentive is based within 180 days from REFRAD or the incentive will be terminated with recoupment, effective on the REFRAD date of the unit.

(4) Soldiers choosing not to remain in the cross-leveled MOS must be transferred to a incentive eligible position for which they are qualified within 180 days of their REFRAD or their incentive will be terminated with recoupment effective the REFRAD date of the unit.

d. Soldiers entering the 365-day REB eligibility window, not DMOSQ or in a 00F position for the sole reason of being deployed and are otherwise eligible for the incentive, may reenlist or extend for the Re-enlistment/Extension Incentive. The incentive payment will be processed the same as if the Soldier was DMOSQ.

(1) Soldiers volunteering to remain in the cross leveled MOS after REFRAD will fall under the following rules:

(a) If serving on a 3-year REB, Soldiers will have 12 months to become DMOSQ from the date of REFRAD.

(b) If serving on a 6-year REB, Soldiers will have 24 months to become DMOSQ from the date of REFRAD.

(2) Soldiers must be processed in iMARC under contract type "RB Non-DMOSQ due to transition/deployment."

e. Deployed Soldiers are eligible for the REB as long as they meet all other eligibility requirements. Soldiers will extend using DA Form 4836.

f. Soldiers may not enlist for an incentive into positions vacated by a Soldier who was cross-leveled to another unit for deployment.

g. Applicants may enlist with incentives into a valid vacancy in any rear element (derivative unit identification code (UIC)) established by result of the forward element deploying, as long as the position is not filled from a cross-leveled Soldier. Incentives are not authorized for any manually created vacancy in a rear element.

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h. Soldiers assigned to a deploying unit determined to be non-deployable may be transferred to another unit or a derivative UIC for the duration of the unit's deployment and retain their incentive eligibility. Soldiers whose transfer takes them out of contract eligibility for their incentive must be transferred back to their original unit within 180 days of the unit's REFRAD. If the incentive is dependent upon a specific MOS, they must be returned to the MOS for which the incentive was awarded.

i. Soldiers transferred to the ARNG Medical Management Activity (MMA) and SIDPERS coded as 999M will remain eligible for incentives, if contracted for an incentive prior to becoming medically non-available. Soldiers are not eligible to contract for additional incentives while in a medically non-available status. Soldiers must be transferred back to their original unit and/or be assigned as the primary position holder in the contracted MOS within 180 days of release from the MMA.

25. Exceptions to Policy (ETP). The Chief, Education, Incentives, and Employment Division is the proponent for this policy and is the authority for ETP determinations. All ETPs will be initiated by the Soldiers and routed through their chain of command to the State IM and State Military Personnel Officer, to the Incentive Operation Team (ARNG-GSE-O) for action. Approved or denied ETPs and supporting documents must be uploaded in GCRc and/or iPERMS. Routine ETPs include the following:

a. Soldiers are not DMOSQ within authorized re-training time due to no fault of their own. Include request for an extension to the authorized training time or to allow the incentive to complete without termination when insufficient time is left on the incentive contract to accomplish qualification training.

b. Soldiers do not ship for training in the prescribed time constraint due to no fault of their own. Include request for an extension to the authorized shipping time.

c. Soldiers receive 9 unexcused absences to Inactive Duty Training within a 1-year period with the failure to participate satisfactorily due to no fault of their own (e.g., death, injury, illness, or other impairment).

d. Soldiers fail to obtain DMOSQ within 24 months after an involuntary transfer into another skill for the convenience of the government. Include request for an extension to the authorized training time or to allow the incentive to complete without termination when insufficient time is left on the incentive contract to accomplish the training.

e. Soldiers voluntarily transferring to an RSP MOS 00F position after 31 March 2010 will remain eligible for incentives contracted prior to assignment to a valid RSP cadre position. Soldiers must become instructor qualified (SQI=8) within 180 days or Drill Sergeant qualified (SQI=X) within 365 days of the date of this policy. The SQI will be in

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accordance with requirements of the assigned duty position.

f. Soldiers voluntarily changing their AOC or MOS to 18-Series will remain eligible for incentives contracted prior to becoming 18-Series qualified.

26. Decentralized State Incentive Pilot Program (DSIPP). The DSIPP bonus pilot is a special exception to this policy with the purpose of testing improved automated internal management controls as well as enhanced automated program management functions. The DSIPP participants currently include Alabama, Alaska, Arkansas, Colorado, Florida, Georgia, Guam, Hawaii, Iowa, Kentucky, Maine, Maryland, Mississippi, North Carolina, Pennsylvania, Puerto Rico, South Carolina, Tennessee, the Virgin Islands, and Washington. Additional States are projected to enter the program prior to 30 September 2011. DSIPP States will comply with DSIPP SRIP Policy 11-02, dated 29 March 2011.

27. This memorandum will expire 1 year from the date of publication unless sooner rescinded or superseded.

28. Points of Contact. Direct all questions, concerns, or comments to the IM of the respective State, Territory, or the District of Columbia. The IMs may contact the Incentive Operations Team NCOIC, MSG Larry Blocker, at 501-212-4728 or ESCincentives@ng.army.mil. The point of contact for this memorandum is COL Joseph R. Baldwin, Chief, Education, Incentives, and Employment Division at DSN 327-7605, 703-607-7605, or joseph.baldwin@us.army.mil.

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RAYMOND W. CARPENTER
Major General, GS
Acting Director, Army National Guard