



NATIONAL GUARD BUREAU

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ARLINGTON VA 22204-1382

ARNG-GSE-I

29 March 2011

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Army National Guard (ARNG) Decentralized State Incentive Pilot Program (DSIPPP) Selected Reserve Incentive Program Guidance for Fiscal Year (FY) 2011, 29 March 2011 – 30 September 2011 (Policy Number 11-02)

1. **References.** Required and related publications, directives, instructions and other procedural guidance are listed in Enclosure 1.
2. **Applicability.** This pilot policy applies to Alaska, Georgia, Guam, Hawaii, Kentucky, Pennsylvania, Puerto Rico and Virgin Islands Army National Guard (ARNG) Soldiers in traditional status only. Active Guard and Reserve (AGR) Soldiers and Military Technicians (Mil Techs) are not covered under this policy. This policy governs DSIPP Incentives for Non-Prior Service (NPS), Prior-Service (PS) and Soldiers entering or serving in a traditional status to include Enlisted Loan Repayment Program (SLRP) and Montgomery GI Bill Kicker eligibility. All NPS/PS applicants receiving incentives (Bonus/Kicker and/or Student Loan Repayment) must be processed at a Military Entrance Processing Station (MEPS). Exceptions are NOT authorized.
3. **Purpose.** The purpose of the ARNG Incentive Program is to assist leadership and personnel managers in meeting and sustaining ARNG readiness requirements. It is imperative that each State utilizes the resources available within this program in order to target personnel strength and readiness issues to fill critical shortages. Critical shortages identified through Unit Status Reports (USR) must be used in order to focus the incentive program on the States' prioritized shortages. Incentives are implemented in specific situations where other less costly methods have proven inadequate or ineffective and are used only as necessary to support unit and skill staffing requirements.
4. **Administration.**
 - a. **General.** This guidance prescribes eligibility criteria, procedures, and standards for administering the ARNG Selected Reserve Incentive Programs (SRIP) for fiscal year (FY) 2011. This policy supersedes all previous policies, guidance, Education Incentive Operational Messages (EIOM), and ARNG SRIP instructions.
 - b. **Management Controls.** Commanders at all levels are required to ensure this guidance is managed effectively in order to preclude any occurrence of fraud, waste, abuse, or mismanagement of government funds and resources.

c. Separation of Duties. Separation of duties is critical to effective internal control; it reduces the risk of both erroneous and inappropriate actions. In general, the approval function, the accounting/reconciling function, and the asset custody function should be separated. When these functions cannot be separated, a detailed supervisory review of related activities is required as a compensating control activity. Separation of duties is a deterrent to fraud because it requires collusion with another person to perpetrate a fraudulent act. It is necessary to prevent any undue pressure on the decision making process for incentives. Decisions affecting incentives span across the Recruiting and Retention Community, finance, SIDPERS, and training. Duty separation is imperative in creating a clear audit trail for operating efficiently and safely. Separation of 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. There should be coordination of efforts to maximize benefits for the ARNG as a whole.

d. EIOMS. Periodic updates to this guidance will be published as *Education and Incentive Operational Messages* (EIOMs). This guidance, 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. iMARC is the management tool for administering ARNG SRIP. A user may request a general user, non-privileged level account for routine procedures or a privileged level access account, either State Administrator or State Manager. All users of iMARC shall receive initial Information Assurance (IA) awareness orientation as a condition of access and thereafter must complete annual IA refresher awareness. Completion certificates must be on file with the State Incentive Manager. Additionally, personnel 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 not be permitted privileged access.

f. Training Requirements for Incentive Managers. Effective 1 April 2011, Incentive Managers are required to have completed the legacy Incentive Manager's Course or the following:

(1) New Basic Incentives Manager Course Phase I Distributed Learning (DL).

(2) EDU-IMC Incentive Manager Course (Resident).

(3) Comptrollers Accreditation and Fiscal Law (DL). Must be completed by all currently assigned Incentive Manager Personnel prior to 30 June 2011. This training is accessible at <https://jag.ellc.learn.army.mil>.

5. Funding Authority. Authority to execute DSIPP contracts is subject to authorization in law, appropriation of funds and applicable regulatory guidance. Incentive addendums will not be

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executed when authority is delayed, suspended or terminated. Funds will not be obligated outside of the effective period of this guidance without prior funding approval.

6. Explanation of Acronyms and Definitions. Terms used in this policy are explained within the context of this instruction or in Enclosure 2.

7. General Eligibility Requirements. The following requirements must be met for all applicants of DSIPP. In addition to these rules, specific requirements are listed under each individual program.

a. Recipient must meet the eligibility criteria for enlistment, re-enlistment/extension, and accession into the ARNG.

b. NPS/PS applicants must fill a valid top loaded, Automated Unit Vacancy System (AUVS) position in the Recruit Quota Enlistment System (REQUEST). AUVS is the system of record for determining valid vacancies for incentives. Vacancy must feed from the Automated Unit Vacancy System (AUVS) to REQUEST. Excess, over strength, edited or manually loaded vacancies in REQUEST are not authorized incentives. Applicants enlisting for the 09S Student Loan Repayment Program (SLRP) option are exempt from the requirements in this paragraph and may fill either Officer or enlisted positions. Exceptions are NOT authorized.

c. Recipient is required to sign an incentive addendum on the date of enlistment, reenlistment/extension or accession. The addendum states the terms and conditions of the incentive contract. Incentive addendums signed after the execution date of a DD Form 4 series (Enlistment /Reenlistment Document Armed Forces of the United States) or DA Form 4836 (Oath of Extension of Enlistment or Reenlistment) are NOT valid.

d. NPS/PS Incentive addendums will contain a REQUEST generated Reservation Transaction Identification Number (RTID). Re-Enlistment incentive addendums will contain an Information Management and Reporting Center (iMARC) generated control number. The RTID/iMARC Bonus Control Number (BCN) and signatures must be completed on the date of enlistment or Re- Enlistment for the incentive addendum/incentive to be valid. Exceptions are NOT authorized.

e. Soldier enlisting into the ARNG under the provisions of a Conditional Release (DD Form 368) or NGB Form 60 (Request for Clearance from U.S. Army Reserve for Enlistment/Appointment in Army National Guard) from the Individual Ready Reserve (IRR) may be authorized incentives governed by this guidance.

f. United States Army Reserve (USAR) Soldiers enlisting into the ARNG under the provisions of a Conditional Release (DD Form 368) who has existing incentives is authorized to continue their incentives provided they meet the terms of the original service agreement and incentive addendum.

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g. Soldier shall serve satisfactorily in the contracted Military Occupational Specialty (MOS) for the full term of the contractual agreement.

h. Retroactive authorization of any incentive offered under this policy is NOT authorized.

i. NPS applicant must have an Armed Forces Qualification Test (AFQT) score of 31, Test Score Category (TSC) I-IIIB or higher to receive an enlistment incentive and an AFQT score of 50 or higher to receive the Montgomery GI Bill (MGIB) Kicker and/or SLRP. NPS/PS applicants enlisting under the 09S SLRP option must have an AFQT score of 50 or higher.

j. Regional Training Institute (RTI) instructor and Recruit Sustainment Program (RSP) cadre assigned to a MOS Immaterial (00F) duty position 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. Soldier must become instructor qualified (SQI=8) within 179-days of assignment or the incentive will be terminated with recoupment effective the date of transfer.

k. RTI instructor and RSP cadre assigned to a MOS Immaterial (00F) duty position may be authorized an incentive in their primary MOS (PMOS) provided they remain qualified in their primary PMOS and meet all other requirements for the incentive. Soldier must become Drill Sergeant qualified (SQI=X) within 365-days of assignment or the incentive will be terminated with recoupment effective the date of transfer.

l. All Aviation Classification Repair Activity Depot (AVCRAD), Regional Training Institute (RTI), Medical TDA, and Special Forces (SF) units are considered Modification Table of Equipment (MTOE) units for purposes of incentive qualification.

m. Individuals must enlist into a valid vacant position or re-enlist/extend as the primary slot holder within the unit's 100% authorization fill.

n. Soldier must be a secondary school graduate prior to attending IADT for payment of a DSIPP incentive.

o. Incentive eligibility must be verified/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. Supporting documents that substantiate eligibility and payment must be uploaded in iMARC.

p. Applicant processing through Recruiter Temporary Reservation System (RTRS) must enlist within the date of request plus 7 days of the RTRS reservation. The RTID and RTRS reservation are valid for up to 8-days and if applicant does not enlist the valid top-loaded vacancy will be released.

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8. General Ineligibility. The following are prohibited from receiving incentive benefits under this policy. In addition to these rules, specific ineligibility requirements are listed under each individual program.

a. Military Technician (Includes indefinite technicians and temporary technicians on tour for over 179-days in any continuous 12-month period).

b. Active Guard and Reserve (AGR) Soldiers.

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

d. Glossary Non-Prior Service (GNPS).

e. Officer Candidate School (OCS) enlistment option, exception authorized for 09S SLRP option.

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

g. Recruit Force Pool (RFP) applicant is NOT authorized any DSIPP incentive.

h. Soldier coded in SIDPERS as excess to authorized strength of the unit (POSN-NBREXCESS-IND) (4AN) code "9993" (TAPDB/iMARC Code 999K) are not authorized any incentive or to retain incentives. Soldier enlisted for an incentive under this policy must remain as primary position holder for the duration of the incentive term.

i. Soldier cannot enlist or re-enlist/extend for an incentive for the purpose of qualifying for employment in the Mil-Tech or AGR program.

j. Soldier enlisting or re-enlisting/extending in a non-deploying Table of Distribution and Allowances (TDA) unit is NOT eligible for incentives.

9. Readiness Predictability Model (RPM) Incentive Amounts. The Readiness Predictability Model combines numerous data from Mobilization Readiness, Personnel, Recruiting and Retention and Training sources in order to score individual positions within Unit Manning Rosters (UMR). This system assigns a value of 0-999 to each Paragraph and Line Number. The greater the need to fill or maintain manpower in each position the higher the RPM score. (Enclosure 3).

10. RPM Score Value Changes. States may submit a memorandum outlining their priority MOS' and/or units signed by the State Adjutant General (TAG) to update the RPM values (Enclosure 4). This information will be inputted into the RPM system by NGB (ARNG-GSE-I).

11. Non-Prior Service (NPS) Enlistment Incentive.

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

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(1) This incentive may be offered when the State obtains its end-strength ceiling; however, the maximum amount that can be offered is \$2,500. Once a UIC has reached 100% authorization fill, the incentives will be turned off for all vacancies within that UIC.

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

(3) Soldier must become Duty Military Occupational Specialty Qualified (DMOSQ) within 24-months from the date of enlistment to be eligible for this incentive. Failure to complete Advanced Individual Training (AIT) and become DMOSQ in the MOS originally contracted (including delays in training) voids the incentive contract. Soldiers whose training pipeline time was extended by "no fault of the soldier" will be evaluated on a case-by-case basis.

(4) Soldier must ship on or before their original ship date (including REQUEST scheduled Split Training Option (STO) STO1 and STO2 dates. Failure or refusal to ship as scheduled voids the incentive contract.

(5) High school enlistees (HSJR/HSSR) must be awarded an accredited high school diploma to meet the minimum eligibility for a NPS incentive. Payments will not be processed until the diploma is confirmed. Failure to meet this condition voids the incentive contract.

(6) NPS Incentives will not be established in Defense Joint Military Pay System (DJMS) until the Soldier is authorized their initial payment. Soldier that fails to maintain eligibility and/or have voided their contract will have the contract marked as an "invalid" contract in iMARC with appropriate remarks.

(7) Must enlist into a qualifying valid top- loaded vacancy in an MTOE or TDA unit. Exceptions are NOT authorized.

(8) CASP enlistees are NOT authorized an incentive under this policy.

b. NPS incentive amounts are based upon RPM score and paid in \$2,500 increments as defined below.

(1) 550-819 (\$2,500)

(2) 820-887 (\$5,000)

(3) 888-937 (\$7,500)

(4) 938-973 (\$10,000)

(5) 974-991 (\$12,500)

(6) 992-999 (\$15,000)

c. NPS Enlistment Incentive (NPSEB) Payments.

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(1) NPSEB payment provided Soldier ships on or before their original Reception Station (RECSTA) date.

(a) Installment 1: 50 percent payment will be processed upon successful completion of AIT and verification of qualification in SIDPERS.

(b) Installment 2: 20 percent payment will be processed on the 3-year anniversary of the enlistment date.

(c) Installment 3: 30 percent payment will be processed on the 5-year anniversary of the enlistment date.

12. Prior Service (PS) Enlistment Incentive

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

(1) This incentive may be offered when the State obtains its end-strength ceiling; however, the maximum amount that can be offered is \$2,500. Once a UIC has reached 100% authorization fill, the incentives will be turned off for all vacancies within that UIC.

(2) Soldier must be DMOSQ in the position which enlisting.

(3) Minimum 6-year term of service enlistment option.

(4) Soldier enlisting from a branch of service other than Army for DMOSQ CS positions must meet the requirements as prescribed in the following memorandum: Memorandum, Headquarters Department of the Army, ATTG-TRI-VP, 6 May 2008, subject: Conversion of Sister Service Occupational Specialties to Army Military Occupational Specialties (MOS). Exceptions are noted in Memorandum, Headquarters Department of the Army, ATSH-IPP, 1 February 2008, Subject: Conversion of US Navy Marine Corps, and Air Force Enlisted MOS Identifiers. Soldier will not be paid their initial payment until coded as DMOSQ in SIDPERS.

(5) Soldier 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 Base Date (PEBD).

(6) All periods of prior service must be characterized as *honorable* discharges. Discharges categorized as *general under honorable conditions* or *uncharacterized* (exception: Soldier completing Initial Active Duty Training (IADT) do not qualify for this incentive.

(7) Soldier who has previously received a PS Enlistment Incentive is NOT authorized another PS enlistment incentive.

(8) Prior ARNG Soldier enlisting within 12-months of their last discharge date are NOT eligible.

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(9) PS 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 (SPECOPS) personnel. Soldier will not be paid their initial incentive payment until completion of BCT. Soldier will not be paid their initial incentive payment until completion of BCT and must within 12-months of their enlistment graduate or the incentive will be terminated.

(10) PS Incentives will not be established in Defense Joint Military Pay System (DJMS) until the Soldier is authorized their initial payment. Soldier that fails to maintain eligibility and/or have voided their contract will have the contract marked as an "invalid" contract in iMARC with appropriate remarks.

(11) Must enlist into a qualifying valid vacancy in an MTOE or TDA unit. Exceptions are NOT authorized.

b. PS incentive amounts are based upon the RPM score and is paid in \$2,500 increments as defined below.

(1) 550-819 (\$2,500)

(2) 820-887 (\$5,000)

(3) 888-937 (\$7,500)

(4) 938-973 (\$10,000)

(5) 974-991 (\$12,500)

(6) 992-999 (\$15,000)

c. PS Enlistment Incentive (PSEB) Payments.

(a) Installment 1: 50 percent payment will be processed upon reporting to unit of assignment and verification of DMOSQ status in SIDPERS.

(b) Installment 2: 50 percent payment will be processed on the 3-year anniversary of the enlistment date.

13. Reenlistment/Extension Incentive (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) Soldier must be in pay grade of E-7 or below and not exceed 18 years Time-in-Service for a 6-year extension or 20 years Time-in-Service for a 3-year extension.

(4) Soldier must be the primary position holder in an authorized military grade and skill qualification commensurate with the position for which re-enlisting/extending. Failure to remain a primary slot holder will result in termination.

(5) Soldier who is non-DMOSQ due to unit transition (deployment, reorganization, inactivation, or relocation) "Excess due to Re-organization" (POSN-NBREXCESS-IND) (4AN) code "9994" (TAPDB/iMARC Code 9995) and who is otherwise fully eligible for the incentive may re-enlist/extend for the REB.

(6) Soldier who is non-DMOSQ at time of extension must become qualified within 12-months of the new contract start date (day after the current ETS) for a 3-year agreement or 24 months for a 6-year agreement.

(7) Soldier deployed Outside the Continental United States (OCONUS) must be under mobilization orders Title 10 USC 12301(d), Title 10 USC 12302, or Title 10 USC 12406.

(8) Soldier must have a passing Army Physical Fitness Test (APFT) within the past 12 Months. Soldier that has not passed their last APFT is NOT eligible to enter into a new contract under this policy.

(9) Soldier may NOT extend if currently under any type of Suspension of Favorable Personnel Actions (FLAG).

(10) Soldier may execute an extension within 12 months of their Expiration of Term of Service (ETS). Soldier who is within 90 days of ETS is NOT eligible for this incentive.

Eligible to Extend for REB	Ineligible to Extend for REB
365 – 91 Days before ETS	90 – 1 Days before ETS

Table 1: Twelve Month Extension Window

b. Payments.

(1) REB NGB CS List 6-year: (\$15,000 - \$7,500) lump sum payment. Processed on the new contract start date. (Enclosure 5)

(2) REB NGB CS List 3-year: (\$5,000 - \$2,500) lump sum payment. Processed on the new contract start date. (Enclosure 5)

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(3) REB Non-Mobilized/Deployed 6-year: (\$10,000 - \$5,000) Processed on the new contract start date if DMOSQ. Processed upon completion of qualification training and verification in SIDPERS for Non-DMOSQ.

(4) REB Non-Mobilized/Deployed 3-year: (\$4,000 - \$2,000) Processed on the new contract start date if DMOSQ. Processed upon completion of qualification training and verification in SIDPERS for Non-DMOSQ.

(5) Soldier must be counseled that REB amounts decrement. Previously a Soldier could hold out until the last minute which negatively impacted readiness reporting. The longer a soldier waits to Re-enlist/Extend, the lower the total REB payment amount. The chart below outlines the decrementing REB. No incentive is offered within 90 days of ETS.

REB Payment Decrementing Rates			
REB Contract Type	Extend 365-271 Days before ETS	Extend 270-181 Days before ETS	Extend 180-91 Days before ETS
6 Year REB NGB CS Extension	\$15,000	\$11,250	\$7,500
6 Year REB Non-Mobilized or Deployed Extension	\$10,000	\$7,500	\$5,000
3 Year REB NGB CS Extension	\$5,000	\$3,750	\$2,500
3 Year REB Non-Mobilized or Deployed Extension	\$4,000	\$3,000	\$2,000

Table 2: REB Payment Decrementing Rates

c. DSIPP REB Incentive Addendum. The only authorized addendum is NGB 600-7-3-R-E-DSIPP. This addendum will self-populate via iMARC all required entries to include Name, Social Security Number (SSN), BCN, Date of BCN request, DMOSQ status, contract MOS, extension term and type except as noted below:

- (1) Soldier Initials.
- (2) Name/Rank of Enlisting Official.
- (3) Name/Rank of Service Representative.

14. Enlisted MOS Conversion Incentive (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) 3-year period of obligated service from date of award of new MOS.

(3) Soldier must NOT exceed the following requirements at time of application for the MOSCB:

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

Table 3: Time-In-Service Requirements by Grade

(4) Soldier must sign a written Memorandum of Agreement (MOA) (Enclosure 6) to reclassify in a new MOS. To qualify, the new MOS must be less than 90% State fill at the relevant skill level. Soldier reclassifying must be in an over-strength position in order to receive this incentive. The MOA must be signed prior to the Soldier being scheduled for the necessary re-training and the IM issuing a CN. Exceptions are NOT authorized.

(5) Soldier must be fully qualified for training and attendance at the appropriate service school IAW DA Pam 611-21, Military Occupational Classification and Structure; AR 135-200, Active Duty for Missions, Projects and Training for Reserve Component Soldiers; and DA Pam 351-4, U.S. Army Formal Schools Catalog. Soldier must meet any special requirements for the specific MOS for which reclassifying.

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

(7) Soldier 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) Soldier accepting an AGR tour or Military Technician position (indefinite and temporary technicians on tour for less than 180-days in any continuous 12-month period are not included) prior to completing the required MOS training will no longer be eligible for the incentive.

b. Payment.

(1) MOS Conversion Incentive 3-year: (\$2,000) lump-sum payment. Processed on the effective date the MOS is awarded. This date begins the required 3-year period of obligated service.

(2) The ARNG MOS Conversion Incentive may be paid concurrently with an Affiliation Incentive, or Reenlistment/ Extension Incentive. The Soldier's new MOS becomes the PMOS on official order and the Soldier must remain in the new MOS for the length of the re-enlistment or length of the MOS Conversion (whichever is longer). Soldier must complete initial contract

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period if serving on a CS Enlistment Incentive and are NOT authorized MOS Conversion Incentive.

15. Montgomery GI Bill Kicker (MGIB Kicker). The only authorized Kicker addendum is NGB 5435-DSIPP dated 29 March 2011. Current Kicker policy as per Education and Incentives Operation Message EIOM 10-039 dated 27 August 2010 applies to all aspects except as annotated below.

a. NPS MGIB Kicker rate of \$200 will be offered to applicant with an AFQT score 50 percent or higher (CAT I-III) enlisting for a minimum of six years (6x2) into an AUVS top-loaded vacancy with an RPM score of 550 or higher. AUVS top-loaded vacancy must be in an MTOE or mobilizing TDA unit provided all other MGIB Kicker program requirements are met.

b. PS MGIB Kicker rate of \$200 will be offered to an E-5 and below applicant enlisting DMOSQ for six years into an AUVS top-loaded vacancy with an RPM score of 550 or higher. AUVS top-loaded vacancy must be in an MTOE or mobilizing TDA unit provided all other MGIB Kicker program requirements are met. Applicant who previously received MGIB Kicker benefits is not eligible.

16. Student Loan Repayment Program (SLRP). NPS/PS applicant must enlist into an AUVS top-loaded vacancy with an RPM score of 550 or above for a minimum of 6-years. Soldier extending for SLRP must be DMOSQ and the sole primary position holder and agree to extend for a period not to exceed 6-years. To be eligible, applicant or Soldier must meet all qualifications IAW current NGB SLRP policy guidance to include future changes.

17. Officer Accession Incentives will be IAW current NGB SRIP policy guidance.

18. Officer Affiliation Incentives will be IAW current NGB SRIP policy guidance.

19. Suspension. Soldier 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.

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

c. Contracting as a Reserve Officer Training Corps (ROTC) Cadet in the SMP.
Exception: Does NOT apply to the SLRP.

d. Reinstatement of incentive eligibility is not guaranteed; if Soldier meets all requirements

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for participation, payments will be processed effective on the date the suspension is lifted or on the adjusted anniversary date of satisfactory creditable service.

20. 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 conditions:

a. Enlisted Soldier changes their MOS due to normal skill or career progression for the incentive CS as published in DA Pam 611-21.

b. Officer/Warrant Officer must agree to serve in the AOC or MOS for which the incentive was awarded for the full length of the agreement. Commissioned Officer is allowed normal career progression as long as he or she is the primary position holder within the Career Management Field (CMF) for the OAB. (Example: Officer with an AOC 12B incentive may continue to receive the incentive in one of 12A, 12D, or any other 12 CMF AOC. IAW DA PAM 600-3 Commissioned Officer Professional Development and Career Management Plan) Note: This does NOT apply to warrant officers. Transfer orders must be uploaded in iMARC. Incentives will not be continued if orders state "individual or voluntary request".

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

d. Military Technicians on temporary assignment tour (includes indefinite and temporary technicians on tour for less than 179-days in any continuous 12-month period). Standard Form (SF) 50 and/or SF 52 must be uploaded into iMARC for confirmation of the temporary tour Not to Exceed (NTE) dates.

e. Soldier performing ADOS (formerly ADSW) and/or FTNGDOS who meets the eligibility criteria to reenlist or extend may qualify for SRIP Incentives regardless of the duration of their tour provided they meet the eligibility criteria of the incentive as prescribed by AR 135-7, NGR 600-7 or other appropriate policy guidance.

21. Termination with Recoupment. When an incentive is terminated for any reason before the fulfillment of the Soldier's service agreement, the member shall not be eligible to receive any further incentive payments, except for payments for service performed before the termination date. For all termination with recoupment, remarks must be entered into iMARC along with supporting documents uploaded. Requests for waiver of SRIP debts must be routed through the Chief, Guard Strength Directorate, at NGB for determination. Incentives will be terminated with recoupment for the following reasons:

a. Unsatisfactory participation: 9 or more unexcused absences ("U" on DA 1379) within a 12-month period for Inactive Duty Training (IDT) periods; or 1 or more unexcused absences during any period of active duty (annual training). Verification from the unit commander or his representative that the unexcused absences are valid is required before termination action is taken. Once the verification is received, or if no response is received from the unit within 30-

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days, the termination is processed and is effective upon the date of the 9th "U" code (for IDT) or 1st "U" code (for active duty/annual training).

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 30-days of return to active status. Termination will be effective on the date reflected on the Soldier's order to the Inactive National Guard (ING)/IRR.

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

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

f. All contracts after 1 March 2009 with 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 during the entire period of the contract, unless failure was due to reasons outside of the Soldier's control. IAW AR 40-501, Standards of Medical Fitness, 23 August 2010.

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

i. Soldier separating from the ARNG for enlistment into any Active Component (AC) (Regular Army, Navy, USMC, USAF or USCG), 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 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 of a 68W incentive recipient to become recertified in their National Registry Emergency Medical Technician-Basic (NREMT-B) within 6-months of the incentive being suspended.

- m. Failure to obtain DMOSQ within 24-months of enlistment.
 - n. Voluntary transfer out of the CS position for which the incentive is approved.
 - o. Voluntary retirement.
 - p. Voluntary separation due to pregnancy.
 - q. Soldier leaving the AGR or Military Technician program to return to traditional status and receives an incentive while assigned in 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.
 - r. Failure to become instructor qualified (Special Qualification Identifier (SQI) =8) within 179-days of assignment to an RTI. Incentive will be terminated effective the date of transfer.
 - s. Failure to become instructor qualified (SQI=8) or Drill Sergeant qualified (SQI=X) within 365 days of date of assignment as an RSP cadre. Incentive will be terminated effective the date of transfer.
 - t. Officer/Warrant Officer entering into any Active Component (AC) or SELRES Component with a current Officer ARNG incentive will be terminated effective the date of transfer.
22. Termination without Recoupment. For all termination without recoupment, remarks must be entered into iMARC along with supporting documents uploaded. Incentives will be terminated without recoupment for the following conditions:
- a. 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 not assigned to a designated combat zone (CZ) or combat related operation.
 - b. SELRES member who enlist into the Active Component (AC) (Regular Army, Navy, USMC, USAF or USCG), regardless of the length of the AC contract and do not receive a incentive from the gaining component.
 - c. SELRES member who become simultaneous members of an authorized Officer commissioning program, or who accept an immediate appointment as an Officer in any Military Department who is not receiving an Officer affiliation/accessioning incentive from the gaining Military Department will have their enlistment/reenlistment/affiliation incentive terminated without recoupment as long as they serve one or more days in the losing SELRES status (contract term starts the date the initial payment of the incentive is authorized). Note: Does not apply to Student Loan Repayment Program (SLRP).
 - d. Serves at least 1-day of an enlisted contract term (contract term starts the date the initial payment of the incentive is authorized) before accepting any ROTC scholarship. Termination is effective on the college class start date (does not apply to SLRP).
 - e. Soldier does not receive an OAB upon commissioning after being suspended for

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becoming contracted SMP/ROTC Cadet. Termination is effective the ROTC contract effective date.

f. Soldier acceptance of a Military Technician position where membership in a reserve component is a condition of employment and has served one or more days in the losing SELRES (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 Military Technician tour. Standard Form (SF) 50 and/or SF 52 must be uploaded into iMARC for confirmation of the Not to Exceed (NTE) dates of tour.

g. Soldier accepts an Active Guard and Reserve (AGR) position where membership in a reserve component is a condition of employment and has served one or more days in the losing SELRES. Termination is effective 1-day prior to the start date of AGR order.

h. Soldier leaving the AGR or Military Technician program to return to a traditional status and receive an incentive must serve more than 50 percent of the incentive contractual agreement before returning to AGR or Military Technician program.

i. Soldier failures to obtain DMOSQ within 24-months after an involuntary transfer into another skill for the convenience of the government. Any periods of service spent in a deployed/mobilized status subsequent to the transfer will be added to the 24-month period. The State MILPO may request an exception to policy through NGB-GSE-O for an extension to the authorized re-training time if the Soldier is not DMOSQ due to no fault of the Soldier. Termination will be effective the date the Soldier was transferred to the new skill.

j. Involuntary retirement.

k. Separation for hardship or sole survivorship.

l. Involuntary separation from the ARNG as a result of unit inactivation, relocation, reorganization, or a DoD directed reduction in the ARNG force.

m. Soldier failing to ship within 365-days of their enlistment date will not receive an incentive and the incentive will be terminated without recoupment.

23. Accelerated Payments. Accelerated Completion of incentive contracts with any unpaid portion of the incentive paid out in a final payment.

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 Defense Finance and Accounting System (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)".

(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

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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 CZ 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 (i.e. "Soldier was separated due to (reason) on (date)"). A copy of the discharge order will be uploaded into iMARC. 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 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 (i.e. "Soldier was conditionally released to the USAR on (date)"). Include the transfer order.

24. Deploying and Deployed Soldiers.

a. Soldier volunteering under Title 10 U.S.C subsection 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 is subject to the provisions of this ARNG SRIP policy.

b. Tax Free Incentives. Eligible Enlisted Soldiers who execute a Re-enlistment/Enlisted Affiliation Incentive will receive tax free incentives 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 this link: <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 serves, outside the continental United States (OCONUS) in the CZTRA for at least 1-day.

c. Soldier with an incentive who is deploying or deployed remains eligible to receive their incentives.

(1) Soldier cross leveled into an MOS for which they are not qualified or who is placed into an MOS immaterial position (00F) will remain incentive eligible while deployed.

(2) Soldier choosing to remain in the cross-leveled MOS upon Release From Active Duty (REFRAD) will have up to 24-months to become qualified in their new MOS or their incentive will be terminated with recoupment effective REFRAD date of the unit.

(3) Soldier 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) Soldier 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

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incentive will be terminated with recoupment effective the REFRAD date of the unit.

d. Soldier entering the 12-month REB eligibility window, not DMOSQ or in a 00F position for the sole reason of being deployed and otherwise eligible for the incentive may re-enlist/extend for the Reenlistment/Extension Bonus (REB). The incentive payment will be processed the same as if the Soldier was DMOSQ.

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

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

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

(2) Soldier must be processed in iMARC under contract type "RB NON-MOSQ due to transition/deployment".

e. Deployed Soldier is eligible for the REB as long as they meet all other eligibility requirements. Soldier will extend using DA Form 4836, Oath of Extension or Reenlistment. Payments will be processed the day after the current ETS which is the start date of the new contract.

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

g. Applicant may enlist into a valid, vacant position in any derivative UIC (Rear Element) created as a 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 created vacancy in a rear element.

h. Soldier assigned to a deploying unit that is 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. Soldier 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.

25. Exceptions to Policy (ETP).

a. The State Military Personnel Officer (MILPO) may request an exception to policy through ARNG-GSE-O (Incentives Operations Team) for an extension to the authorized re-training time if the Soldier is not DMOSQ due to no fault of the Soldier. Termination will be effective the date the Soldier was transferred to the new skill. If there is insufficient time left on the Soldier's incentive contract to accomplish re-training in the new skill, the incentive will be allowed to complete without termination contingent on the ETP being approved. An approved memorandum must be uploaded into the Soldier's iMARC record.

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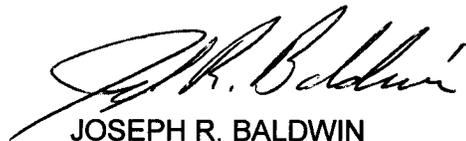
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b. The State Military Personnel Officer (MILPO) may request an exception to policy through ARNG-GSE-O in cases where the inability to ship in the prescribed time constraint is due to no fault of the Soldier. An approved memorandum must be uploaded into the Soldier's iMARC record and in Guidance Counselor Resource Center (GCRc).

c. Soldier who has received 9 unexcused absences in a 1-year period: Incentive Managers are not authorized to reverse the termination with recoupment action without an approved Exception to Policy from ARNG-GSE-O. Supporting documents and a request from the MILPO is required. An exception may be granted if the failure to participate satisfactorily was due to no fault of the Soldier (i.e. death, injury, illness, or other impairment).

d. Soldier that lost their incentive because of being assigned to the RSP on or after 16 June 2010 may retain their incentives. Soldier assigned prior to 16 June 2010 may request an ETP to have their incentive reinstated.

26. Point of Contact (POC). Direct all questions, concerns, or comments to the Incentive Manager of the respective State or Territory. Incentive Managers may contact the DSIPP Program Manager MSG Robert N. Lego, Jr. at (703) 539-6309/6310/6339 or robert.lego@us.army.mil for support.



JOSEPH R. BALDWIN

LTC, EN

Chief, Education, Incentives, and
Employment Division

6 Encls

1. References
2. Glossary and Definitions
3. PRM Factors Guide
4. Sample TAG RPM Update Memo
5. NGB REB Critical Skill List
6. Sample MOSCB Memorandum of Agreement

DISTRIBUTION:

AK, GA, GU, HI, KY, PR, PA, VI DCSPER/Military Personnel Office
AK, GA, GU, HI, KY, PR, PA. VI Incentive Manager
AK, GA, GU, HI, KY, PR, PA, VI Readiness Command

References

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References

Specialties (MOSs).

Memorandum, Headquarters Department of the Army, ATSH-IPP, 1 February 2008, subject: Conversion of US Navy Marine Corps, and Air Force Enlisted Military Occupational Specialty (MOS) Identifiers.

Memorandum, NGB-ARH, 20 November 2006, subject: Mandatory Training Requirement to Attend U.S. Warrior Transition Course (NGB Policy Memo # 06-075).

Memorandum, NGB-ARH, 17 November 2006, subject: Army National Guard (ARNG) Over strength Policy.

Memorandum, NGB, ARNG-G1, 23 February 2006, subject: Army National Guard (ARNG) Fiscal Year (FY) 2006 Military Occupational Specialty (MOS) Conversion Bonus Implementation Policy.

SMOM-017, 22 November 2010

Glossary of Acronyms and Definitions

Active Duty for Training (ADT) – A tour of active duty that is used for training members of the Reserve components to provide trained units and qualified persons to fill needs of the Armed Forces during war or national emergency and such other times as national security requires. It includes annual training, special tours of ADT, school tours, and the initial duty for training performed by non-prior service enlistees.

Active Guard and Reserve (AGR) Duty – Active duty performed by a member of a Reserve component of the Army, the Navy, the Air Force, or the Marine Corps, or full-time National Guard duty performed by a member of the National Guard, pursuant to an order to active duty or full-time National Guard duty for a period of 180 consecutive days or more for the purpose of organizing, administering, recruiting, instructing, or training the Reserve components. (See Section 101(d)(6)(B) of 10 U.S.C. for exclusions.)

Advanced Individual Training (AIT) – The second half of Basic Training where recruits train to eventually become experts in their chosen field; it is different for each available Army career path.

Applicant – A person who is prequalified, desires voluntary enlistment in the ARNG, and is being considered for entry.

Armed Forces Qualification Test (AFQT) – A multiple choice test, administered by the United States Military Entrance Processing Command, used to determine qualification for enlistment in the United States armed forces.

Army Management Structure Code (AMSCO) – A uniform code contained in DFAS-IN Manual 37-100-XX which is the official accounting code for use in classifying financial and budgetary transactions in accordance with the activities defined in the Army Management Structure. Also called a fiscal code.

Anniversary Date – The date a Service member completes a year of service in the Ready Reserve in which the member's service has been satisfactory.

Automated Unit Vacancy System (AUVS) – System that manages shortages that have been identified through the unit status report.

Civilian Acquired Skills Program (CASP) – Award of an MOS based on qualifying skills acquired through civilian education and experience.

Critical Skill (CS) – Any military occupational specialty designated by the Secretary concerned as a skill that is needed to meet readiness requirements and for which, the Secretary concerned has determined the use of an incentive would improve readiness posture. For purposes of this policy, the following applies:

(1) Enlisted CS – an MOS with less than 90% fill rate at the State level. The CS MOS will remain on the incentive list until the State reaches 100% fill for that MOS. Once removed it will no longer be authorized an incentive until dropping below the original 90% fill rate at the State level.

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

Defense Joint Military System – Reserve Component (DJMS-RC) - The military pay system that centralizes all Reserve Pay at the Defense Finance and Accounting Service - Indianapolis (DFAS-IN).

Education and Incentive Operation Messages (EIOMS) – Changes or procedural guidance affecting the SRIP policy that is identified after publication.

Expiration Term of Service (ETS) – The completion date of Enlisted Soldier's contract.

Enlistment – An agreement for service in the Ready Reserve under Section 12103 of 10 U.S.C.

Fiscal Year (FY) – A 12-month period for which an organization plans the use of its funds. The military fiscal year is 1 October XXXX – 30 September XXXX.

Glossary Non-Prior Service (GNPS) – An applicant who was previously separated from any US Armed Force, to include a reserve component, is classified GNPS if he/she served on active duty for less than 180-days and have not previously been awarded an MOS. (This includes applicants who were discharged from a "conditional enlistment because of a positive pre-accession drug and alcohol test (DAT). Applicants who are MOS qualified, regardless of time on active duty, are considered prior service.

Guidance Counselor Resource Center (GCRC) – Recruiting database that stores applicant information.

IADT – A Soldier's first period of active duty, for the purpose of training. Consists of Basic Combat Training (BCT) and Advanced Individual Training (AIT).

Information Management and Reporting Center (iMARC) – The official education and incentive tracking system for the ARNG. iMARC is a menu-driven, web-based application that tracks Service Member Incentive Programs.

Individual Ready Reserve (IRR) – Members of the Ready Reserve not assigned to the SELRES or the ING.

Military Technicians – That category applies to Federal civilian employees of a Military Department, who occupy military technician positions and who are required to be a member of the Reserve Component that they support.

Pay Entry Base Date (PEBD) – The date from which pay longevity is computed.

Prior Service (PS) – any applicant with more than 180-days of military service, or those who

graduated from military job-training (MOS/AFSC/Rating), regardless of time-in-service.

Reenlistment – A second or subsequent enlistment in a Reserve component.

Ready Reserve – Reserve unit members or individual Reserve and National Guard members, or both, liable for AD, as provided in 10 U.S.C. 12301, 12302, and, for some members, 12304. It consists of the SELRES, the IRR, and the ING.

Selected Reserve (SELRES) – A category of the Ready Reserve in each of the Reserve components, consisting of units, and, of individual Reserve members, , in pay status, required to participate in IDT periods and annual training. The SELRES also includes title 32 AGR and Individual Mobilization Augmentee (IMA) personnel.

Simultaneous Membership Program (SMP) – a volunteer officer training program that allows Army National Guard enlisted members to also participate in the Advanced ROTC Program.

Test Score Category (TSC) – An Armed Forces Qualification Test (AFQT) score is used to determine basic qualification for enlistment. AFQT Scores are divided into the following categories:

- Category I - 93-99
- Category II - 65-92
- Category III A - 50-64
- Category III B - 31-49
- Category IV A - 21-30
- Category IV B - 16-20
- Category IV C - 10-15
- Category V - 0-9

Temporary Assignment as a Military Technician – For this policy, a military technician assignment is considered to be temporary when the assignment is for a period of less than 6 months and there is no expectation of continued employment as a military technician beyond that date.

Recruit Quota Enlistment System (REQUEST) – an automated enlistment and training space management system designed to support recruiting and retention missions. The system is a worldwide, real-time, interactive system and is the controlling element for recruiters and retention NCOs in translating aggregate mission objectives to the MOS needs of the Army.

The Army Automated Reenlistment/Reclassification System (RETAIN) – a real-time automated system that identifies and reserves assignment vacancies for potential re-enlistees and determines MOS availability for Soldiers undergoing reclassification based upon the individual's qualifications and the needs of the Army. It is also used to process enlisted Soldiers for reenlistment or reclassification assignments.

Ready Reserve – A program maintained by the U.S. Department of Defense to maintain a pool of trained service members that may be recalled to active duty should the need arise.

Secondary School Graduate - For this policy, that term is limited to the following:
High School Graduate - High School Diploma.
High School Graduate - Adult Education Diploma.
Alternate Credit Holder - Test-Based Equivalency Diploma. (includes GED)
Alternative Credit Holder - Home Study Diploma.

Split Training Option (STO) – An enlistment option in which recruits cannot complete their training at one time. This program allows you to split your basic training and complete initial entry training, then return at a later date an complete AIT.

STO1 – Basic Training

STO2 – Advances Individual Training

Standard Installation and Division Personnel Reporting System (SIDPERS) – The database of record for all Army National Guard Soldiers.

Unit Status Reports (USR) – The measured resource/status levels in a unit at a specific point in time.

Unsatisfactory Participation – Failure to fulfill the contractual obligation or military service agreement as a member of the Ready Reserve. Participation is unsatisfactory when

a. Members of Selected Reserve units acquire at least nine unexcused absences from scheduled training within a 12-month period; or,

b. Members of the Ready Reserve (other than the SELRES) fails to meet the standards prescribed for annual screening, attendance at ADT, training advancement, misconduct for military offenses, or performance of duty.

RPM FACTORS GUIDE

RPM Vacancy Ruleset

Vacancy Priority Ruleset:

RPM Vacancy allows administrators to define a Vacancy Priority ruleset that will, by algorithm, rate the priority for each MOS vacancy by unit. These ratings can be used to focus recruiting practices and policies to best prepare units for deployment.

The Vacancy Priority rulesets take into account many aspects of a vacancy to determine its priority. Four categories of rules, each with multiple variables, can be weighted by the user to control the RPM algorithm and rate the National Guard vacancies in order to promote unit readiness. Within these categories, there are variables that can also be weighted by the user to control the algorithm on a granular level.

First, the algorithm determines the **Within Unit** priority of the vacancy by looking at a particular vacant MOS from within the context of its own unit. The Unit Fill Percent, and DMOSQ of the unit as a whole are considered. Also, the Fill Percent for the vacant MOS and DMOSQ for that MOS are also considered. These four variables are prioritized and weighted based on user input. The application verifies that a training seat is available, and if one is not, the priority is automatically reduced. The application also checks to see if the MOS is marked as "Critical" on an MOS Priority list, and if so, the priority is automatically increased.

Next, the algorithm determines the **Entire Unit** priority of the vacancy by determining the priority of filling vacancies in the unit. To determine the unit's priority, the algorithm considers when the unit is scheduled to deploy, the Unit Branch—giving priority to Combat units, then Combat Support Units, Combat Service Support Units, and TDA Units, in that order—and the MTOE, giving higher priority to deploying units. These three variables are prioritized and weighted based on user input. The application verifies that, considering the training time for the MOS, there is time for a recruit to be trained before deployment, and if not, the priority is automatically reduced.

The algorithm also determines the **State Metrics** priority of the vacancy by looking at a particular vacancy MOS from within the context of its state. The algorithm considers the State Strength Percent and State Fill for MOS. Then, depending on the MOS Fill percent, applies a Shortfall Push—an extra weight to MOSs that are low in MOS Fill. These three variables are prioritized and weighted based on user input.

Finally, the algorithm determines the **National Metrics** priority of the vacancy by looking at a particular vacancy MOS from within the context of the National Guard as a whole. The algorithm considers Fill for MOS in the National Guard. Then, depending on the MOS Fill percent, applies a Shortfall Push. These two variables are prioritized and weighted based on user input.

ENCLOSURE 3

The user has great control over which variables are given the most weight, and can thus control the way vacancies in the National Guard are prioritized. Users can assign the weight that the algorithm gives to the metrics within each of the four categories—Within Unit, Entire Unit, State Metrics, and National Metrics—by assigning each a percentage. Then, within each category, the user can define how much weight each variable is given.

Categories and Variables considered in the Vacancy Priority Ruleset

Note: The sum of the weight of the four categories equals 100%, and sum of variables within a category equals the category weight.

- **Within Unit**

Note: If training seat is not available, priority is automatically decreased. If MOS is marked as "Critical," vacancy priority is automatically increased.

- Unit Fill %
- DMOSQ
- MOS Fill %
- DMOSQ for MOS
- Training Time to MOSQ

- **Entire Unit**

Note: If training time is not available for a Soldier before deployment, vacancy priority is automatically decreased.

- Months until Deployment
- Unit Branch
- MTOE Unit

- **State Metrics**

- State Strength %
- MOS Fill %
- Shortfall Push: Adds priority to MOS if MOS Fill % is low.

- **National Metrics**

- MOS Fill %
- Shortfall Push: Adds priority to MOS if MOS Fill % is low.

RPM Definitions

1. Within Unit: If training seat is not available, priority is automatically decreased. MOS is marked as "Critical," vacancy priority is automatically increased. State Priorities spreadsheet is used to specify the critical vacancies.

a. **Unit % Fill:** The percentage of authorized positions filled by assigned strength in a given Unit.

b. DMOSQ %: The percentage of Soldiers that are DMOSQ in a given Unit for any one of PMOS, SMOS, AMOS.

c. MOS Fill %: The percentage of authorized positions filled by assigned strength in a given Unit by MOS.

d. DMOSQ % per MOS: The percentage of Soldiers that are DMOSQ in a given Unit per DMOS.

e. Training Time to become DMOSQ: Minimum number of days to get trained to become DMOSQ.

2. Entire Unit: If training time is not available for a Soldier before deployment, vacancy priority is automatically decreased.

a. Months until Deployment: Number of months to Alert Date from today

b. RCMS Unit Branch: The RCMS-edited code that identifies that identifies a Soldier's specific unit branch.

c. MTOE Unit: When first character of UPC is either 7, 8, 9 or last 2 characters of UPC is 95, 96, 97, 98, 99.

3. State Metrics:

a. State Strength %: The percentage of authorized positions filled by assigned strength in a given State.

b. MOS % Fill: The percentage of authorized positions filled by assigned strength in a given State by MOS.

c. Shortfall Push: Adds priority to MOS if MOS % Fill is low. Based on density of MOS.

4. National Metrics:

a. MOS % Fill: The percentage of authorized positions filled by assigned strength per MOS

b. Shortfall Push: Adds priority to MOS if MOS % Fill is low. Based on density of MOS.

TAG Memorandum

ST-TAG

29 March 2011

MEMORANDUM FOR Director, Army National Guard, ATTN: NGB-GSE, 111 So. George Mason Drive, Arlington, VA 22204-1382

SUBJECT: Decentralized State Incentive Pilot Program (DSIPP) Update to Readiness Predictive Model (RPM) Scores

1. The Following units/MOS' have been designated as reaching their AFRORGEN Available Cycle in (Units) or State Critical Skills required for State missions (MOS') in the fiscal years indicated below. Request that the corresponding RPM values be updated according to DSIPP policy for incentives.
2. Listing of all UIC's with ARFORGEN Fiscal Year of deployment, name of unit and/or MOS and reason for increase of RPM (MOS only):
3. Point of contact (Should be the MILPO or G1 and the State Incentive Manager) to include email addresses and telephone numbers.

NAME
RANK, BRANCH
The Adjutant General

Enclosure 4

NBG Critical Skill List
Effective: 29 March – 30 September 2011

18B	SF Weapons Sergeant
18C	SF Engineer Sergeant
18D	SF Medical Sergeant
18E	SF Communications Sergeant
18F	SF Assistant Operations and Intelligence Sergeant
18Z	SF Senior Sergeant
25F	Network Switching Systems Operator- Maintainer
25N	Nodal Network Systems Operator - Maintainer
25Q	Multi-channel Transmission Systems Operator- Maintainer
25S	Satellite Communications Systems Operator- Maintainer
35D	All Source Intelligence
35E	Comsec Repairman
35F	Intelligence Analyst
35G	Imagery Analyst
35H	CGS Analyst
35L	Counter Intelligence Agent
35M	Human Intelligence Collector
35N	Signals Intelligence Analyst
35P	Cryptologic Linguist
35S	Signals Collector/ Analyst
35T	Military Intelligence Systems Maintainer/ Integrator
35X	Intelligence Senior Sergeant/ Chief Intelligence Sergeant
35Y	Chief Counter Intelligence/ Human Intelligence Sergeant
35Z	Signals Intelligence (SIGINT) Senior Sergeant/ Sigint Chief
89D	Explosive Ordnance Specialist
94E	Radio and Communication Security Repairer
94F	Computer Detections Systems Repairer

MOSCB Memorandum Agreement

(Office SYMBOL)

NATIONAL GUARD BUREAU

1411 JEFFERSON DAVIS HIGHWAY
ARLINGTON VA 22202-3231

ARNG-CAV

29 March 2011

MEMORANDUM FOR Joint Force Headquarters, Nevada Army National Guard, 2460 Fairview Drive, Carson City, NV 89701

SUBJECT: Memorandum of Agreement for Army National Guard (ARNG) Military Occupational Specialty Conversion Bonus (MOSCB)

1. I, SPC John J. Smith, 123-45-6789, volunteer to reclassify in MOS 19D10 under the provisions of the ARNG Selected Reserve Incentive Program (SRIP) for FY 11, 1 April 2011 – 30 September 2011 (Policy Number 11-01), Paragraph 15. Enlisted MOS Conversion Bonus (MOSCB). The MOS is eligible for the program per the ARNG.
2. Upon completion of training and award of MOS:
 - a. I agree to serve for a minimum of 3 years.
 - b. I agree to voluntarily extend my current enlistment/reenlistment upon reaching my window of eligibility to ensure 3 years time in service (TIS) remain after completion of training and award of MOS.
 - c. I agree to extend for the minimum period necessary to meet the TRADOC imposed service-remaining requirement in order to attend training if I have less than the required service remaining for the MOS training.
3. I am not currently serving in an *initial* period of service for which I received a critical skill enlistment bonus. The MOS Conversion Bonus may be paid concurrently with an enlistment affiliation or reenlistment/extension bonus.
4. I understand failure to complete the 3-years requirement in the new PMOS because I voluntarily transfer or because of misconduct will result in me having to refund to the United States.
5. I understand I will be required to complete any period of service to which I have agreed to serve in accordance with the needs of the ARNG, if I fail to complete the school course. Failure includes any reason (lack of security clearance, misconduct, academic failure, lack of motivation, AWOL, disciplinary action, etc.).
6. Upon completion of training and in conjunction with reassignment, the ARNG will pay me MOS Conversion Bonus of \$2,000 paid in one lump sum for my new Primary MOS (PMOS) at the time of completion of required training and award of the new PMOS on official orders.
7. I understand I accrue no right to an MOS Conversion Bonus solely by signing this application. I must successfully complete training, be awarded the new PMOS, and complete at least 3 years of service in the new MOS.
8. I understand that I fall under the same Termination Rules for SRIP Policy _____ as I would for a Re-enlistment/extension incentive.
9. Additional promises made to me in conjunction with the ARNG MOS Conversion Bonus Program are listed as follows: None

JOHN J. SMITH
SPC, 123-45-3206
CO B. 1/221st CAV
Las Vegas, NV 89115