

Summary Report for Individual Task
805B-79T-4405
Identify Financial Programs for Army National Guard Officer/ Warrant Officer Procurement
Status: Approved

Distribution Restriction: Approved for public release; distribution is unlimited.

Destruction Notice: None

Foreign Disclosure: FD1 - The materials contained in this course have been reviewed by the course developers in coordination with the RRS, Fort Jackson foreign disclosure authority. This course is releasable to students from all requesting foreign countries without restrictions.

Condition: An applicant has expressed financial needs and wants to know what opportunities may be available. You have access to your RWS, web based applications, reference materials, general office supplies, required documents, and leadership guidance. Standard MOPP 4 conditions do not exist for this task. See the MOPP 4 statement for specific conditions.

Standard: Procure updated policies before you meet with your applicant face to face. Discuss applicable policies during their application process interview. Alert the applicant that they will only be offered incentives available, if any, the day they appoint into the ARNG (See Note * below). Prepare financial benefits counseling focused on eligibility.*It is imperative applicants understand you are not guaranteeing them any type of incentive; therefore, candidly explaining that policy changes and determinations are not determined at your level is appreciated so the applicant understands the process.

Special Condition: None

Safety Risk: Low

MOPP 4: N/A

Task Statements

Cue: None

DANGER
None

WARNING
None

CAUTION
None

Remarks: None

Notes: None

Performance Steps

1. Determine financial benefits based on AOC/MOS.
2. Validate use of updated Financial policies by reviewing information from the following sites:
 - a. Guard Incentive Management System (GIMS) website at <https://smms.army.pentagon.mil/Portal/DefaultG1.aspx?ProviderName=GIMSProductionProvider>.
 - b. Veterans Affairs website outlining military service benefits (to include Service Member Group Life Insurance (SGLV), Veterans Group Life Insurance (VGLI), GI Bill forms and electronic process, VA home loan program, Military OneSource, and many others at: <http://www.vba.va.gov/bln/21/milsvc/> or contact Veterans Affairs Education Toll-Free Phone Number: 1-888-GI-BILL-1 (442-4551).
*Note: Officers trying to determine their eligibility for the 1606 MGIB are encouraged to contact the Education Services Office.
 - c. Specialty Branch Incentives (AMEDD Incentive Guidance <https://g1arnng.army.pentagon.mil/Policies/MEDSOM/Pages/default.aspx>) (Other Incentive Guidance is covered in Education Incentives Operations Messages <https://g1arnng.army.pentagon.mil/Policies/EIOM/Pages/Default.aspx>).
3. Read applicable policies prior to applicant interview. Review timeline for completion and submission of forms or packets. Call State ESO or POC on policy to clarify questions or concerns.
4. Conduct interview, request control numbers if needed, complete forms, as required.
5. Alert the applicant, the day they appoint into the ARNG, they will only be offered incentives available, if any.
6. Perform financial benefits counseling focused on eligibility. Complete DA Form 4187 including signature in block 9 and date in block 10 or DA Form 4856 with signatures in Part III.
7. Submit forms with appointment packet.

(Asterisks indicates a leader performance step.)

Evaluation Guidance: Score "GO" if Soldier correctly performs all performance measures. Score "NO GO" if Soldier incorrectly performs one or more performance measure. Provide on-the-spot correction should the Soldier experience minor difficulty. Consider directing self-study or on-the-job training for Soldiers who experience major difficulties in task performance.

Evaluation Preparation: This task may be evaluated by two methods:
a. Self Evaluation. Perform the task on the job using the materials listed in the Conditions Statement. Evaluate yourself, using the performance measures, graded IAW the Evaluation Guidance section.
b. Supervisor's Evaluation. Ensure that the Soldier(s) have the material shown in the Condition statement to accomplish the task. When you feel they are able, have them perform the task on the job. Grade them using the Performance Measures, IAW the Evaluation Guidance section.

PERFORMANCE MEASURES	GO	NO-GO	N/A
1. Determined financial benefits based on OCS/MOS.			
2. Verified you are using updated financial policies by visiting applicable sites.			
3. Accurately presented applicable policies prior to applicant interview.			
a. Ensured timeline for completion and submission of forms or packets were met.			
b. Coordinated with State ESO or POC on each policy to clarify questions or concerns.			
4. Conducted Interview:			
a. Requested control numbers, as required.			
b. Completed forms, as required.			
5. Alerted the applicant that they will only be offered incentives available, if any, the day they appoint into the ARNG (See Note * below)			
6. Performed financial benefits counseling focused on eligibility. Completed DA Form 4187 including signature in block 9 and date in block 10 or DA Form 4856 with signatures in Part III.			
7. Submitted forms with appointment packet.			

Supporting Reference(s):

Step Number	Reference ID	Reference Name	Required	Primary
	AR 601-210	Active and Reserve Components Enlistment Program	Yes	No
	DA FORM 4187	PERSONNEL ACTION	Yes	No
	DA FORM 4856	Developmental Counseling Form	Yes	No

Environment: Environmental protection is not just the law but the right thing to do. It is a continual process and starts with deliberate planning. Always be alert to ways to protect our environment during training and missions. In doing so, you will contribute to the sustainment of our training resources while protecting people and the environment from harmful effects. Refer to FM 3-34.5 Environmental Considerations and GTA 05-08-002 ENVIRONMENTAL-RELATED RISK ASSESSMENT.

Safety: In a training environment, leaders must perform a risk assessment in accordance with ATP 5-19, Risk Management. Leaders will complete the current Deliberate Risk Assessment Worksheet in accordance with the TRADOC Safety Officer during the planning and completion of each task and sub-task by assessing mission, enemy, terrain and weather, troops and support available-time available and civil considerations, (METT-TC). Note: During MOPP training, leaders must ensure personnel are monitored for potential heat injury. Local policies and procedures must be followed during times of increased heat category in order to avoid heat related injury. Consider the MOPP work/rest cycles and water replacement guidelines IAW FM 3-11.4, Multiservice Tactics, Techniques, and Procedures for Nuclear, Biological, and Chemical (NBC) Protection, FM 3-11.5, Multiservice Tactics, Techniques, and Procedures for Chemical, Biological, Radiological, and Nuclear Decontamination.

Prerequisite Individual Tasks : None

Supporting Individual Tasks : None

Supported Individual Tasks : None

Supported Collective Tasks : None

ICTL Data :

ICTL Title	Personnel Type	MOS Data
79T ARNG Recruiting and Retention-SL4	Enlisted	MOS: 79T, Skill Level: SL4, ASI: V7, Duty Pos: REA, SQI: 4