

RECRUITING AND RETENTION INCENTIVE GUIDANCE FOR SELECTED RESERVE (SELRES) ENLISTED

1. Introduction. The Department of the Navy authorizes incentive pay for Non-Prior Service Enlistment Bonuses (New Accession Training (NAT)), and Prior Service Enlistment/Affiliation Bonuses under Title 37 U.S. Code Section 331(a). These incentives encourage enlistment, or affiliation between military services in designated military career fields, skills, units, or under such other condition or conditions of service for specified periods of obligated service to meet Navy personnel requirements. The Navy Reserve shall use the bonus program in the most cost-effective manner to support force management objectives.

2. Reference Information

a. Title 37 U.S. Code Section 331

b. DoDI 1304.31 (March 12, 2013), "Enlisted Bonus Program (EBP)"

c. All program policies contained in RESPERS M-1001.5, Navy Reserve Personnel Manual (RESPERSMAN) Articles 1100-010, and 1100-030 remain in effect unless amended or amplified in this letter. The RESPERSMAN is published on the Navy Reserve Homeport at https://private.navyreserve.navy.mil/cnrfc/N-Codes/N1/CNRFC_N112/SitePages/Home.aspx

3. Program Guidance

a. This enclosure identifies each SELRES Enlisted Recruiting and Retention Incentive, including eligibility criteria, incentive amounts, and required obligations. Enclosure (2) lists eligible designators, and paygrades for each program. All payments are taxable.

b. Throughout this letter, the terms "Selected Reserve" and "SELRES" indicate a member assigned in a paid inactive duty training (IDT) status in the Navy Reserve.

c. The effective date for all incentives described in this letter is the effective date of affiliation/accession in the Selected Reserve as indicated on date of enlistment/reenlistment on the DD Form 4 or the NAVPERS 1070/601.

d. Members who voluntarily accept orders to Active Duty for Operational Support (ADOS) or voluntarily or involuntarily execute active duty orders for Presidential Reserve call-up or Full/Partial Mobilization in support of contingency operations or who accept a definite/temporary recall to active duty, shall maintain bonus entitlement for the duration of the orders or mobilization period. Any such active duty service on these orders counts toward fulfillment of the member's Selected Reserve obligation.

e. For all Accession or Affiliation incentives in this letter, applicants must never have received the specific category of incentive requested in any Selected Reserve component of the armed forces, regardless of prior payment amounts. Retention Incentives (enclosure (2), paragraph (3)) may be offered multiple times.

4. Incentive Categories. This enclosure lists eligibility criteria for the four SELRES enlisted recruiting and retention incentives. The four incentive categories include New Accession Training (NAT) Enlistment Bonus, Prior Service Enlistment Bonus, Prior Service Affiliation Bonus, and Selected Reenlistment Bonus (SRB).

a. NAT Accession Bonus (per DoDI 1304.31). This bonus is intended for members to enlist for the first time in the armed forces as Selected Reserve Sailor.

(1) Bonus Amount: Variable (based on rating and length of obligated service). 50% upon completion of Initial Active Duty Training and affiliation with Navy Reserve, remaining paid in annual installments. Specific amounts can be found in enclosure (2), paragraph (1).

(2) Service Obligation: Three-year or six-year SELRES service from effective date.

(3) Termination-Recoupment: Failure to fulfill any program requirement will result in bonus termination and recoupment of a pro-rated portion of the total bonus paid.

b. Prior Service Enlistment Bonus (per DoDI 1304.31). This bonus is intended for Navy Veterans (NAVETs) and Other Service Veterans (OSVETs) to enlist as a Selected Reserve Sailors.

(1) NAVETs and OSVETs must not have previously received this incentive nor have previously served in the Navy's Selected Reserve within the 12 months preceding their current affiliation.

(2) Bonus Amount Variable (based on Rate and length of obligated service). 50% initially with the remaining paid in annual installments. Initial and anniversary payment guidance can be found in paragraph 5a(4) of this enclosure. Specific amounts can be found in enclosure (2), paragraph (2).

(3) Service Obligation: Six-year or three-year SELRES service from effective date.

(4) Termination-Recoupment: Failure to fulfill any program requirement will result in bonus termination and recoupment of a pro-rated portion of the total bonus paid.

c. Prior Service Affiliation Bonus (per DoDI 1304.31). This bonus is intended for Active Component Sailors to affiliate with the Navy Reserve at their End of Active Obligated Service (EAOS).

(1) NAVETs and OSVETs must not have previously received this incentive nor have previously served in the Navy's Selected Reserve within the 12 months preceding their current affiliation.

(2) Bonus Amount Variable (based on Rate and length of obligated service). 50% initially with the remaining paid in annual installments. Initial and anniversary payment guidance can be

found in paragraph 5a(4) of this enclosure. Specific amounts can be found in enclosure (2), paragraph (2).

(3) Service Obligation: Six-year or three-year SELRES service from effective date.

(4) Termination-Recoupment: Failure to fulfill any program requirement will result in bonus termination and recoupment of a pro-rated portion of the total bonus paid.

d. Selected Reenlistment Bonus (SRB) (per DoDI 1304.31). This bonus is intended for Selected Reserve Sailors to re-enlist with the Navy Reserve at their End of Obligated Service (EOS).

(1) SELRES Sailors must re-enlist in the same fiscal year as their EOS.

(2) Training Administration Reserve (TAR) SRB guidance is included with Active Component SRB guidance (NAVADMIN 108/20).

(3) Bonus Amount Variable (based on Rate and length of obligated service). 50% upon reenlistment, remainder paid in annual installments. Specific amounts can be found in enclosure (2), paragraph (2)

(4) Service Obligation: Six-year or three-year SELRES service from effective date.

(5) Termination-Recoupment: Failure to fulfill any program requirement will result in bonus termination and recoupment of a pro-rated portion of the total bonus paid.

5. General Enlistment and Affiliation Bonus Contract Terms

a. Initial and Anniversary Payments

(1) NAT, Prior Service Enlistment, Prior Service Affiliation, and Selected Re-enlistment Bonuses will be paid in installments, less taxes. The initial payment will equal 50 percent of the total bonus amount. The remaining 50 percent of the total bonus amount will be divided equally over the remainder of the obligation (either two or five anniversary payments).

(2) Eligibility for anniversary payments is contingent upon the Sailor maintaining satisfactory participation per Navy Reserve Personnel Manual (RESPERSMAN) RESPERSMAN-1001.5, in the designated rating and/or specialty for each year of the bonus contract.

(3) NAT Enlistment Bonus anniversary payments will be made in five equal annual installments.

(4) Prior Service Re-enlistment Eligibility-Reserve (PRISE-R), Direct Procurement Enlistment Program (DPEP) and Direct Conversion (NAVET or OSVET), must complete

requirements to make temporary rate permanent prior to receiving initial or anniversary payments.

(5) In-rate Prior Service Enlisted Bonus and Prior Service Affiliation Bonus anniversary payments will be made annually for two or five-years, based on a three-year or six-year obligation.

b. RESPERMAN 1100-020, Reserve Enlisted Incentives, list service obligations for members who receive a Prior Service Enlistment and/or Affiliation Bonus.

c. Members of the Ready Reserve who incur periods of authorized absence are considered “non-available” and shall have their incentives suspended during these periods. They shall not be entitled to incentive payments. To request a period of non-availability of one-year, members must submit an Application to Transfer to the Individual Ready Reserve (IRR) Request (NAVRES 1300/4) and select “yes” on question 6.3. Forms can be downloaded from the Navy Reserve Homeport website at https://private.navyreserve.navy.mil/cnrfc/N-Codes/N1/CNRFc_N1C2/SitePages/Home.aspx. References: Department of Defense Directive (DoDD) 1200.7, Screening the Ready Reserve dated November 18, 1999. Department of Defense Instruction (DoDI) 1304.31, Enlisted Bonus Program.

d. Bonus-eligible Sailors who enlist for six years may apply for the Montgomery GI Bill-SELRES Kicker program, provided they meet all eligibility criteria. Reference: Commander Navy Reserve Force Instruction (COMNAVRESFORINST) 1780.1C, Montgomery GI Bill-SELRES Chapter 1606 Basic and Kicker Program Policy Guidance dated 3 March 2011.

6. Eligibility Criteria. Members must meet eligibility criteria found within DoDI 1304.31, Enlisted Bonus Program and RESPERSMAN 1100-010 and 1100-020.

a. The NAT Enlistment Bonus is applicable to members with no prior military service.

b. The Prior Service Enlistment Bonus is applicable to members with prior Active and/or Reserve service, who affiliate or enlist in the SELRES in eligible ratings.

c. The Prior Service Affiliation Bonus applies to currently serving Active Duty enlisted members who have decided to leave active duty, and members currently serving in the IRR.

d. The Selected Re-enlistment Bonus eligibility is divided into zones based on years of service.

(1) Zone A. Sailors with up to eight years of service from Pay Entry Base Date (PEBD). Sailors in Zone A are eligible to reenlist if they have completed their enlistment program’s required obligation, regardless of the time remaining on their initial Military Service Obligation (MSO). Specifically, upon completion of New Accession Trainee’s (NAT) six-year SELRES obligation, NAT Sailors are eligible to reenlist provided the length of the new contract exceeds their MSO and current EOS.

(2) Zone B. Sailors with more than eight years of service and up to 14 years of service from PEBD.

(3) Zone C. Sailors with more than 14 years of service and up to 20 years of service from PEBD.

7. Eligibility Determination and Bonus Application Procedures

a. Recruiters shall:

(1) Determine Sailor's eligibility for affiliation or enlistment bonuses per this memorandum, and complete bonus written agreement in the Reserve Bonus Application Module (RBAM).

(2) Recruiters unable to access RBAM should contact an Incentive Program Specialist.

(3) Forward the completed written agreement with all enlistment documentation (i.e., DD Form 4, Enlistment Program Guarantee Annex, PRISE-R Page 13, etc.) and original DD Form 214 or a reproduction with a certified true copy stamp and the appropriate federal government authenticating seal imprinted thereon, for each period of prior military service to the Sailor's gaining Navy Reserve Activity (NRA).

b. Career Transition Office (CTO) Transition Assistants shall:

(1) Determine Sailor's eligibility for affiliation bonus per this message and complete bonus written agreement in RBAM.

(2) Forward the completed incentive written agreement and all supporting documentation (i.e., NAVPERS 1070/601, PRISE-R Page 13, etc.) and original DD Form 214 or a reproduction with a certified true copy stamp and the appropriate federal government authenticating seal imprinted thereon, for each period of prior military service to the Sailor's gaining NRA.

c. NRAs shall:

(1) Verify accuracy of the affiliation and enlisted bonus written agreement per this memorandum.

(2) Ensure bonus-eligible Navy Enlisted Classification (NEC) is listed as the Sailor's primary NEC or secondary NEC in Navy Standard Integrated Personnel System (NSIPS) prior to submission to Commander, Navy Reserve Forces Command (CNRFC) for payment.

(3) Scan and submit all required documents listed on the CNRFC (N112) Enlisted Incentives Homeport as a single (multiple pages) PDF file to CNRFC (N11) via RBAM. Missing documents will delay bonus payment. If unable to scan documents, contact an Incentive Program Specialist for guidance.

8. Final Adjudication Authority. CNRFC (N1) is the final adjudication authority for bonus program execution, to include eligibility, termination and repayment. This does not include remission or waiver of indebtedness cases. Any request for remission or waiver of indebtedness will be adjudicated by proper authority in accordance with applicable statute, DoD regulations and Department of the Navy (DON) Guidance.

9. Contact Information.

a. For application questions: Commander, Navy Reserve Forces Command Incentive Program Specialists at (757) 444-3637, (757) 322-2644, or cnrfc_enlisted_incentives@navy.mil.

b. Navy Reserve Homeport link: https://private.navyreserve.navy.mil/cnrfc/N-Codes/N1/CNRFC_N112/RBAM/Pages/default.aspx.

**SELRES RECRUITING, ENLISTMENT, AND AFFILIATION BONUS TIER LEVELS
AND RATES**

1. NAT Bonus Amount and Eligible Ratings

a. New Accession Training (NAT) Enlistment Bonus (EB) tier amounts:

<u>Tier</u>	<u>Term</u>	<u>Total</u>	<u>Initial</u>	<u>Anniversary</u>
1	6-Year	\$20,000	\$10,000	5 of \$2,000
2	6-Year	\$15,000	\$7,500	5 of \$1,500
3	6-Year	\$10,000	\$5,000	5 of \$1,000
4	6-Year	\$5,000	\$2,500	5 of \$500

b. NAT EB Eligible Specialties and Bonus Amounts:

<u>Tier</u>	<u>Rating</u>	<u>Note(s)</u>
1	None	
2	AIRC	a
3	None	
4	EO, IS, IT	

2. Prior Service EB Amounts and Eligible Ratings

a. Prior Service EB tier amounts:

<u>Tier</u>	<u>Term</u>	<u>Total</u>	<u>Initial</u>	<u>Anniversary</u>
1	6-YEAR	\$20,000	\$10,000	5 of \$2,000
	3-YEAR	\$10,000	\$5,000	2 of \$2,500
2	6-YEAR	\$15,000	\$7,500	5 of \$1,500
	3-YEAR	\$7,500	\$3,750	2 of \$1,875
3	6-YEAR	\$10,000	\$5,000	5 of \$1,000
	3-YEAR	\$5,000	\$2,500	2 of \$1,250

b. Prior Service EB eligible specialties and bonus tiers (read in four columns):

<u>Rating/Rates</u>	<u>NEC</u>	<u>Tier</u>	<u>Note(s)</u>
ANY	838 A	Tier 1	d
AG	J00A	Tier 2	b
AWF	G25A, G35A	Tier 1	
	G53A	Tier 3	
CTI	9RUS	Tier 1	
	9CMN	Tier 1	
CTR	0000	Tier 3	
EA	0000	Tier 3	b, c
ETV	0000	Tier 3	b, c
IS	K10A, K13A,	Tier 3	b, c

IT	K23A, K36A 746A, 741A, 742A, H04A, H08A, H33A	Tier 3	b, c
LN	0000	Tier 3	b, c
SB	0000	Tier 1	b, c
SO	0000	Tier 1	b, c

3. Prior Service Affiliation Bonus Amounts and Eligible Ratings

a. Prior Service Affiliation Bonus tier amounts:

Tier	Term	Total	Initial	Anniversary
1	6-YEAR	\$20,000	\$10,000	5 of \$2,000
	3-YEAR	\$10,000	\$5,000	2 of \$2,500
2	6-YEAR	\$15,000	\$7,500	5 of \$1,500
	3-YEAR	\$7,500	\$3,750	2 of \$1,875
3	6-YEAR	\$10,000	\$5,000	5 of \$1,000
	3-YEAR	\$5,000	\$2,500	2 of \$1,250

b. Prior Service Affiliation Bonus eligible specialties and bonus tiers (read in four columns):

Rating/Rates	NEC	Tier	Note(s)
ANY	838A	Tier 1	d
AG	J00A	Tier 2	b
AWF	G25A, G35A	Tier 1	
	G53A	Tier 3	
CTI	9RUS	Tier 1	
	9CMN	Tier 2	
CTR	0000	Tier 3	
EA	0000	Tier 3	b, c
ETV	0000	Tier 3	b, c
IS	K10A, K13A,	Tier 3	b, c
	K23A, K36A		
IT	746A, 741A,	Tier 2	b, c
	742A, H04A,		
	H08A, H33A		
LN	0000	Tier 3	b, c
SB	0000	Tier 1	b, c
SO	0000	Tier 1	b, c

4. Selected Re-Enlistment Bonus Amounts and Eligible Ratings

a. Selected Re-Enlistment Bonus tier amounts:

Tier	Term	Total	Initial	Anniversary
1	6-YEAR	\$20,000	\$10,000	5 of \$2,000
	3-YEAR	\$10,000	\$5,000	2 of \$2,500
2	6-YEAR	\$15,000	\$7,500	5 of \$1,500
	3-YEAR	\$7,500	\$3,750	2 of \$1,875
3	6-YEAR	\$10,000	\$5,000	5 of \$1,000
	3-YEAR	\$5,000	\$2,500	2 of \$1,250

b. Selected Re-Enlistment Bonus eligible specialties and bonus tiers (read in five columns):

Rating/Rates	NEC	Tier	Zone	Note(s)
ANY	838A	Tier 1	B, C	d
AWF	G25A, G16A	Tier 1	A, B, C	
	G53A, G63A	Tier 3	A, B	
CTI2	9RUS	Tier 1	A, B	
	9CMN	Tier 2	A, B	
CTR	0000	Tier 3	A, B	
EA	0000	Tier 3	A, B	b, c
LN	0000	Tier 3	A, B	b, c
IS	K10A, K13A,	Tier 3	A, B	b, c
	K23A, K36A			
IT	746A, 741A,	Tier 3	A, B	c
	742A, H04A,			
	H08A, H33A			
SB	0000	Tier 1	A, B	b, c
SO	0000	Tier 1	A, B, C	b, c

4. Notes

a. A sailor shall obtain Naval Aircrew Warfare Specialist (NAWS) designation in order to receive the initial NAT bonus installment.

b. Only ratings with "0000" in the NEC column are eligible for PRISE-R bonus.

c. NEC 0000 (Commonly referred to as "quad zero") is listed to establish that Sailors in these ratings can hold any or no NEC and still be qualified for the bonus provided they meet all other applicable non-NEC related criteria.

d. A sailor must maintain affiliation with NSW UAS (NSWG 1, UAS-17, or UAS-18) and maintain mobilization readiness in order to maintain bonus eligibility.