VOLUME 7A, CHAPTER 56: “READY RESERVE ACCESSION, AFFILIATION, ENLISTMENT, AND RETENTION BONUSES”

SUMMARY OF MAJOR CHANGES

All changes are denoted by blue font.

Substantive revisions are denoted by an * symbol preceding the section, paragraph, table, or figure that includes the revision.

Unless otherwise noted, chapters referenced are contained in this volume.

Hyperlinks are denoted by bold, italic, blue, and underlined font.

The previous version dated July 2013 is archived.

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CHAPTER 56

READY RESERVE ACCESSION, AFFILIATION, ENLISTMENT, AND RETENTION BONUSES

*5601 GENERAL

This chapter establishes policy guidance pertaining to the accession, affiliation, enlistment, and retention bonuses for members of the Ready Reserve.

5602 OFFICER ACCESSION AND AFFILIATION BONUS

560201. Officer Accession Bonus

A. Conditions of Entitlement. An accession bonus may be paid to an officer who enters into an agreement with the Secretary concerned:

1. To accept an appointment as an officer in the Armed Forces.

2. To serve in the Selected Reserve of the Ready Reserve in a designated skill for the period specified in the agreement.

B. Skills Designation. The Secretary concerned will designate the officer skills to which the authority under this subparagraph is to be applied. A skill may be designated for an Armed Force if it is critical to increase the number of members accessed into that Armed Force who are qualified in that skill or are to be trained in that skill, or to mitigate a current or projected significant shortage of personnel in that Armed Force who are qualified in that skill.

560202. Officer Affiliation Bonus

A. Conditions of Entitlement. The Secretary concerned may pay an affiliation bonus to an eligible officer who enters into an agreement with the Secretary to serve for a specified period in the Selected Reserve of the Ready Reserve. The officer must enter into an agreement:

1. To serve in a critical officer skill designated by the Secretary concerned.

2. To meet a manpower shortage in:

   a. A unit of that Selected Reserve.

   b. A particular pay grade in that Military Department.

B. Eligibility Criteria. An officer is eligible for an affiliation bonus under this section if the officer either:
1. Serves on active duty for a period of more than 30 days, or

2. Is a member of a Reserve Component not on active duty, and if the member formerly served on active duty, then was released from active duty under honorable conditions; and

3. Is not entitled to retired or retainer pay.

C. Critical Skills Designation. The Secretary concerned will designate for an Armed Force under their jurisdiction the critical officer skills to which the bonus authority under this subsection is to be applied. A skill may be designated as a critical officer skill for an Armed Force if it is critical for that Armed Force to have a sufficient number of officers who are qualified in that skill.

560203. Period of Obligated Service

An agreement entered into with the Secretary concerned under this paragraph will require the person entering into that agreement to serve in the Selected Reserve for a specified period. The period specified in the agreement will be any period not less than 3 years that the Secretary concerned determines appropriate to meet the needs of the Reserve Component in which the service is to be performed.

*560204. Bonus Amount

A. Effective January 6, 2006 through January 1, 2013, the amount of a bonus under section 5602 may be any amount, not in excess of $10,000 that the Secretary concerned determines appropriate; and

B. Effective January 2, 2013, the amount of a bonus under section 5602 may be any amount, not in excess of $20,000 that the Secretary concerned determines appropriate.

560205. Payment

A. Upon acceptance of a written agreement by the Secretary concerned, the total amount of the bonus payable under the agreement becomes fixed. The agreement will specify whether the bonus is to be paid in one lump sum or installments.

B. A person entitled to a bonus who is called or ordered to active duty will be paid, during that period of active duty, any amount of the bonus that becomes payable to the member during that period of active duty.

560206. Relation to Other Accession Bonus

A person may not receive an affiliation bonus or accession bonus and financial assistance under Title 37, United States Code (U.S.C.), section 302g, or 10 U.S.C., Subtitle E, Part IV, chapters 1608, 1609, or 1611 for the same period of service.
5603 CRITICALLY SHORT WARTIME HEALTH SPECIALIST IN THE SELECTED RESERVE

560301. Authorization

An officer of a Reserve Component who executes a written agreement to serve in the Selected Reserve of an Armed Force for a period of at least 1-year but not more than 3 years, beginning on the date the officer accepts the award of special pay, may be paid special pay at an annual rate not to exceed $25,000.

560302. Eligible Officers

An officer referred to in paragraph 560301 is an officer in a health care profession who is qualified in a specialty designated by Department of Defense (DoD) regulations as a critically short wartime specialty.

560303. Payment

Special pay under this section will be paid annually at the beginning of each 12-month period for which the officer has agreed to serve.

560304. Repayment

An officer who does not complete the period of service in the Selected Reserve as specified in paragraph 560301 will be subject to the repayment provisions of Chapter 2.

*560305. Duration of Authority

Unless authorized by the Congress, no agreement under this section may be entered into after December 31, 2014.

*5604 ENLISTMENT BONUS

The Enlistment Bonus criteria contained in this section reflect the transition to the consolidated bonus pay authorities at 37 U.S.C. Chapter 5 Subchapter II effective October 1, 2013. Any contracts executed on or before September 30, 2013 should be paid under 37 U.S.C. Chapter 5, Subchapter I until the expiration of those respective contracts. Entitlement criteria for 37 U.S.C. Chapter 5, Subchapter I are outlined in the July 2013 version of Volume 7A, Chapter 56.

560401. Eligibility

An enlistment bonus is authorized for individuals who enlist in a Reserve Component for a specific period and, if applicable, for service in a military skill that is experiencing critical personnel shortages as designated by the Secretary of the Military Department concerned. The individual must:
A. Possess a high school diploma, a completion or attendance certificate in lieu of a high school diploma, or a General Educational Development program certificate;

B. Be an initial enlistee, a prior Military Service enlistee, or a reservist not on active duty who enlists in a Reserve Component of the Military Service department concerned, as defined below:

1. Initial/Non-prior Service Enlistee. An Initial or Non-prior Service Enlistee is a person who has either never served or has served, but was released from such service before completing the basic training requirements of the Service of which the person was a member and the service was characterized as either honorable or uncharacterized.

2. Prior Military Service Enlistee. A Prior Military Service Enlistee is a person who has prior military experience but has not previously received an enlistment or retention bonus or who currently is not entitled to a Selective Retention Bonus under section 5608;

C. Enlist for at least 2 years in a Reserve Component of a Military Service and serve for a specified period of obligated service in at least one of the following categories:

1. A designated military skill,

2. Career field,

3. Unit,

4. Grade, or

5. To meet some other condition or conditions imposed by the Secretary of the Military Department concerned;

D. Execute a written agreement with the Secretary of the Military Department concerned that specifies the:

1. Amount of the bonus;

2. Method of bonus payment - lump sum amount or periodic installments;

3. Period of obligated service;

4. Designated military skill or specialty, career field, unit, or grade, or such other condition or conditions of service imposed by the Secretary of the Military Department concerned;
E. Not be in receipt of an enlistment bonus, a retention bonus, an affiliation bonus, or a transfer bonus for the same period of service;

F. Not have previously received or be eligible to receive a Selective Retention Bonus under section 5608 or a Critical Skills Retention Bonus;

G. Successfully complete training and become technically qualified in a designated skill if completion of such training and technical qualification forms the basis under which the bonus is paid; and

H. Meet any additional military service specific eligibility criteria and quality standards established by the Secretary of the Military Department.

NOTE: Reservists currently obligated to a Military Service under a delayed entry program are not eligible for an enlistment or affiliation bonus from another Military Service.

560402. Amount

The bonus amount to be paid will:

A. Be fixed upon acceptance of the agreement by the Secretary of the Military Department concerned;

B. Be paid in a lump sum or in periodic installments.

C. Not exceed $20,000 for a minimum 2-year period of obligated service for an enlistment described in paragraph 560401.

560403. Repayment

A member who enters into an agreement and receives all or part of the bonus under the agreement, but who does not commence to serve in the Selected Reserve or does not satisfactorily participate in the Selected Reserve for the total period of service specified in the agreement, will be subject to the repayment provisions of Chapter 2.

*560404. Duration of Authority

Unless authorized by the Congress, no agreement under this section may be entered into after December 31, 2014.

*5605 ENLISTED AFFILIATION BONUS

560501. Eligibility

The Secretary of the Military Department may pay an affiliation bonus to an enlisted member who:
A. Is currently serving on active duty or has served on active duty and is discharged or released under honorable conditions;

B. Has less than 20 years of total military service;

C. Provides the original Department of Defense (DD) Form 214 (copy 1 or copy 4) 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;

D. Executes an agreement to serve in the Selected Reserve of the Ready Reserve of a Military Service, for a period of not less than 2 years, in a:

1. Skill;
2. Unit; or
3. Pay grade designated after being discharged or released from active duty under honorable conditions;

E. Executes a written agreement with the Secretary of the Military Department concerned that specifies the:

1. Amount of the bonus;
2. Method of bonus payment - lump sum amount or periodic installments;
3. Period of obligated service;
4. Designated military skill or specialty, career field, unit, or grade, or such other condition or conditions of service imposed by the Secretary of the Military Department concerned;

F. Is not in receipt of an enlistment, retention, or transfer bonus for the same period of time as an affiliation bonus; and

G. Has not previously received an affiliation bonus in the Selected Reserve.

560502. Amount

The bonus amount to be paid will:

A. Be fixed upon acceptance of the agreement by the Secretary of the Military Department concerned;

B. Be paid in a lump sum or in periodic installments;
C. Not exceed $20,000 for a minimum 2-year period of obligated service for an affiliation described in paragraph 560501.

560503. Repayment

A member who enters into an agreement and receives all or part of the bonus under the agreement, but who does not commence to serve in the Selected Reserve or does not satisfactorily participate in the Selected Reserve for the total period of service specified in the agreement, will be subject to the repayment provisions of Chapter 2.

560504. Duration of Authority

Unless authorized by the Congress, no agreement under this section may be entered into after December 31, 2014.

*5606 PRIOR SERVICE ENLISTMENT BONUS

560601. Eligibility

The Secretary of the Military Department concerned may pay an individual with prior military service who reenlists in a Reserve Component of a Military Service after a break in reserve duty. The individual must:

A. Enlist in a Reserve Component of a Military Service;

B. Reenlist for a period of at least 2 years or extend the initial period of obligated service;

C. Execute a written agreement with the Secretary of the Military Department concerned to serve as an enlisted member in a Reserve Component that specifies the:

1. Amount of the bonus,
2. Method of bonus payment - lump sum amount or periodic installments,
3. Period of obligated service,
4. Designated military skill or specialty, career field, unit, or grade, or such other condition or conditions of service imposed by the Secretary of the Military Department concerned;

D. Agree to serve for a specified period in at least one of the following reenlistment or extension categories:

1. A designated military skill,
2. Career field,

3. Unit,

4. Grade, or

5. To meet some other condition or conditions imposed by the Secretary of the Military Department concerned;

E. Successfully complete training or retraining and become technically qualified in a designated military skill, when additional training is required;

F. Provide the original DD Form 214 (copy 1 or copy 4), “Certificate of Release or Discharge from Active Duty,” or a reproduction of the DD Form 214 with a certified true copy stamp and the appropriate Federal Government authenticating seal imprinted thereon for any period of prior military service, or other official documentation verifying member’s satisfactory participation for all periods of prior service in the Regular Component; and

G. Qualify under any additional eligibility criteria prescribed by the Secretary of the Military Department concerned.

H. Possess a high school diploma, a completion or attendance certificate in lieu of a high school diploma, or a General Education Development program certificate.

I. Be an initial enlistee, a prior Military Service enlistee, or a reservist not on active duty who enlists in a Reserve Component of the Military Service department concerned, as defined in section 560401.B.

560602. Limitations

A member may not be paid a Prior Service Enlistment Bonus if he/she:

A. Has previously received an enlistment bonus;

B. Has previously received or is currently entitled to a Selective Retention Bonus;

C. Has previously received or entitled to a Critical Skill Retention Bonus;

D. Has more than 16 years of total military service;

E. Was released or is being released from active duty for the purpose of enlistment in a Reserve Component; or
F. Is not projected to occupy a position for which the member previously served successfully and has completed training or retraining in the critical specialty for the position.

560603. Amount

The bonus amount to be paid will:

A. Be fixed upon acceptance of the agreement by the Secretary of the Military Department concerned; and

B. Not exceed $40,000.

560604. Method of Payment

A. The Secretary of the Military Department concerned must establish the method of payment for the bonus (lump sum or periodic installments). Payment should be disbursed based on training milestones, amounts, and length of enlistment. The Secretary of the Military Department concerned must not pay a person or member any portion of the bonus prior to completion of basic recruit training.

B. Members with prior military service who do not require formal training to be technically qualified in the skill for which the bonus is being paid will receive their first installment no earlier than 30 days after arrival at the first permanent duty station following entry on active duty.

560605. Repayment

A member who does not complete the term of enlistment or who is not technically qualified in the skill for which the bonus was paid will be subject to the repayment provisions of Chapter 2.

*560606. Duration of Authority

Unless authorized by the Congress, no agreement under this section may be entered into after December 31, 2014.

5607 NONAVAILABILITY

560701. Ready Reserve

Members of the Ready Reserve who incur a period of authorized nonavailability (such as temporary overseas residence, missionary obligation, overseas employment obligation) will have their incentive suspended. During the period of nonavailability, those persons will not be entitled to incentive payments. If subsequently assigned to the Reserve status and skill that they had previously contracted for, then the members may be reinstated in the incentive program if
they extend their term of service, or contract for service, to be able to serve the full original incentive contract period. Entitlement to subsequent payments will resume on the adjusted anniversary date of satisfactory and creditable Reserve Service, as appropriate. The date will be adjusted for that period of nonavailability. Failure to meet reinstatement criteria in a capacity for which previously contracted will result in termination of the incentive and recoupment, as appropriate.

560702. Selected Reserve

Members of the Selected Reserve may incur a period of authorized nonavailability of up to 1-year for valid personal reasons as determined by the Secretary concerned. These members will be transferred to the Individual Ready Reserve (IRR) or the Inactive National Guard (ING), as appropriate, during the period of nonavailability, and will be suspended from their incentive. During the period of nonavailability, the member will not be entitled to subsequent incentive payments or any incentives available to members of the Ready Reserve, not in the Selected Reserve. If, within 1-year, members are subsequently reassigned to a Selected Reserve skill or unit type that they had previously contracted for, then the members may be reinstated in the incentives program if they extend their term of service, or contract for service, to be able to serve the full original incentive contract period. Entitlement to subsequent payments will resume on the adjusted anniversary date of satisfactory creditable Selected Reserve service. The date will be adjusted for that period of nonavailability. Failure to meet reinstatement criteria in a capacity for which previously contracted will result in termination of the incentive and recoupment, as appropriate.

*5608 SELECTIVE RETENTION BONUS

The Selective Retention Bonus criteria contained in this section reflect the transition to the consolidated special, incentive and bonus pay authorities 37 U.S.C., Chapter 5 Subchapter II effective October 1, 2013. Any contracts executed on or before September 30, 2013 should be paid under 37 U.S.C. Chapter 5, Subchapter I until the expiration of those respective contracts. Entitlement criteria for 37 U.S.C. Chapter 5, Subchapter I are outlined in the July 2013 version of Volume 7A, Chapter 56.

560801. Eligibility

A Selective Retention Bonus is authorized for members who reenlist in a Military Service for a specific period and, if applicable, for service in a military skill that is experiencing critical personnel shortages as designated by the Secretary of the Military Department concerned. The individual must:

A. Serve in a pay grade E-3 or higher;

B. Reenlist for a period of at least 3 years or voluntarily extend an enlistment for a period of at least 1 year in an active status;
C. Execute a written agreement with the Secretary of the Military Department concerned that specifies the:

1. Amount of the bonus,
2. Method of bonus payment - lump sum amount or periodic installments,
3. Period of obligated service,
4. Designated military skill or specialty, career field, unit, or grade, or such other condition or conditions of service imposed by the Secretary of the Military Department concerned;

D. Agree to serve for a specified period in at least one of the following reenlistment or extension categories:

1. A designated military skill,
2. Career field,
3. Unit,
4. Grade, or
5. To meet some other condition or conditions imposed by the Secretary of the Military Department concerned;

E. Meet skill qualification prior to payment of the Selective Retention Bonus for a member transferring into a designated military skill; and

F. Qualify under any additional eligibility criteria prescribed by the Secretary of the Military Department concerned.

560802. Limitations

A. A re-entry or reenlistment must occur no later than 3 months (or within a lesser period if so prescribed by the Secretary of the Military Department concerned) after the date of discharge or release from active duty.

B. Veterans with more than a 3-month but less than a 4-year break in active status may qualify for a broken service, or a prior service re-entry, Selective Retention Bonus program in accordance with regulations prescribed by the Secretary of the Military Department concerned.
C. The original DD Form 214 (copy 1 or copy 4), a reproduction of the DD Form 214 with a certified true-copy stamp and appropriate Federal Government authenticating seal imprinted thereon, or other official documentation verifying the member’s satisfactory participation for all periods of prior service in the active component and selected reserve are acceptable documentation of prior active duty service for a break in active duty service greater than 24 hours.

D. Members with prior enlisted service and subsequent service as officers who were discharged or released from active duty and who, within 3 months after discharge or release from active duty as an officer, reenlist in the same Reserve Component of a Military Service in which they previously served as an enlisted member may be eligible for a Selective Retention Bonus. The individual must meet all other requirements established in paragraphs 560801.

E. Two or more extensions may not be combined to gain eligibility for a Selective Retention Bonus. Additionally, eligibility gained through an extension may not be increased by future extensions.

F. Members who reenlist or voluntarily extend an enlistment to gain sufficient obligated service to participate in a program leading to commissioned or warrant officer status are not eligible for Selective Retention Bonus.

G. A member is not eligible for a Selective Retention Bonus if the member was discharged or released from active duty or service in an active status based upon a determination of misconduct, substandard duty performance, or moral or professional dereliction.

H. A Selective Retention Bonus may not be paid to an enlisted member who has completed more than 20 years of active duty or service in an active status, or who will complete a total of 24 years of service before the end of the period of active duty or active status for which the bonus is offered.

I. Generally, a member may not use any preexisting period of obligated service to satisfy an obligated service requirement under a Selective Retention Bonus agreement, unless such service is determined by the Secretary of the Military Department concerned to be consistent with the requirements of 37 U.S.C. § 371 and:

1. Such preexisting period of obligated service is necessary for the member to qualify for continuous submarine duty incentive pay and is service for which no bonus was previously authorized or payable; or

2. Such preexisting period of obligated service includes no more than a 2-year period of an unserved voluntary extension of enlistment for which no bonus was previously authorized or payable, and the member agrees to an additional 2-year period of obligated service in connection with the Selective Retention Bonus.
560804. Method of Payment

The Retention Bonus may be paid either in installments or in a single lump sum. If the Secretary of the Military Department concerned elects to pay Selective Retention Bonuses in installments:

A. The initial payment must not be less than 50 percent of the total bonus, paid at the time of reenlistment, or when the Service member begins serving in the extension. The remainder is paid in equal annual installments. If necessary, the Military Service concerned must make appropriate adjustments to the amounts so that all payments are made before the Service member completes 24 years of active service.

B. The initial payment to a Service member who reenlists with a break in active duty greater than 24 hours is to be made no earlier than 30 days after arrival at the first permanent duty station following reenlistment, although the bonus is computed from the actual date of reenlistment.

C. Where there is lost time, the subsequent installment payments will be delayed by the number of days of lost time.

D. Discharge for the purpose of immediate reenlistment does not affect a member’s entitlement to subsequent Selective Retention Bonus installment payments.
560805. Repayment

A member who does not complete the term of enlistment within the element of the Selected Reserve for which the bonus was paid to the member under this section will be subject to the repayment provisions of Chapter 2.

*560806. Duration of Authority

Unless authorized by the Congress, no agreement under this section may be entered into after December 31, 2014.

5609 MILITARY OCCUPATIONAL SPECIALTY CONVERSION BONUS

*560901. Eligibility

The Secretary of the Military Department concerned may pay a conversion bonus to a member of the Armed Forces who agrees to convert to, and serve for a period of not less than 3 years in, a military occupational specialty (MOS) for which there is a shortage of trained and qualified personnel. A member must:

A. At the time the agreement is executed, be serving in a pay grade E-6, with not more than 12 years of service;

B. Have completed all service obligations incurred for receipt of an enlistment bonus as prescribed in section 5604, a retention bonus as prescribed in 5608, or a critical skills retention bonus;

C. Meet all eligibility requirements prescribed in section 5604;

D. Execute a written agreement with the Secretary of the Military Department concerned that specifies:

1. Amount of the bonus,

2. Method of bonus payment - lump sum amount or periodic installments,

3. Period of obligated service,

4. Designated military skill or specialty, career field, unit, or grade, or such other condition or conditions of service imposed by the Secretary of the Military Department concerned;

560902. Amount

The bonus payment will not exceed $4,000.
*560903. Payment

The bonus may be payable in a lump sum, upon approval and completion of the conversion training.

560904. Repayment

A member who does not convert and complete the period of service in the MOS specified in the agreement will be subject to the repayment provisions of Chapter 2.

*560905. Duration of Authority

Unless authorized by the Congress, no agreement under this section may be entered into after December 31, 2014.

*5610 TRANSFER BETWEEN COMPONENTS OF A MILITARY SERVICE BONUS

561001. Eligibility

The Secretary of the Military Department concerned may pay a bonus to an enlisted member who agrees to transfer from the Regular Component to the Ready Reserve or vice versa of the same service. The member must:

A. Execute a written agreement with the Secretary of the Military Department concerned that specifies the:

1. Amount of the bonus,

2. Method of bonus payment - lump sum amount or periodic installments,

3. Period of obligated service,

4. Designated military skill or specialty, career field, unit, or grade, or such other condition or conditions of service imposed by the Secretary of the Military Department concerned;

B. Agree to serve for a specified period in at least one of the following reenlistment or extension categories:

1. A designated military skill,

2. Career field,

3. Unit,
4. Grade, or  

5. To meet some other condition or conditions imposed by the Secretary of the Military Department concerned;

C. Not be in receipt of an enlistment bonus, retention bonus, an affiliation bonus, or a transfer bonus for the same period of service;

D. Satisfactorily complete all terms of enlistment within their current component;

E. Qualify for reenlistment in the Regular or Reserve Component of the Military Service to which the member is transferring.

561002. Amount

The bonus for transfer between components of a Military Service may not exceed $10,000 and is payable upon approval of the Secretary concerned.

561003. Method of Payment

The Secretary of the Military Department concerned must establish the method of payment for the bonus (lump sum or periodic installments).

561004. Repayment

A member who does not complete the terms of the transfer bonus or who is not technically qualified in the skill for which the bonus was paid will be subject to the repayment provisions of Chapter 2.

561005. Duration of Authority

Unless authorized by the Congress, no agreement under this section may be entered into after December 31, 2014.

*5611 TRANSFER BETWEEN MILITARY SERVICES BONUS

561101. Eligibility

The Secretary of the gaining Military Department may pay a bonus to an enlisted member who agrees to transfer and serve in another Military Service for a specified period in a designated military skill, career field, unit, or grade, or to meet some other condition or conditions imposed by the Secretary of the gaining Military Department. The member must:

A. Execute a written agreement with the Secretary of the Military Department concerned that specifies the:
1. Amount of the bonus,

2. Method of bonus payment - lump sum amount or periodic installments,

3. Period of obligated service,

4. Designated military skill, career field, unit, or grade, or such other condition or conditions of service imposed by the Secretary of the Military Department concerned;

B. Agree to serve for a specified period in at least one of the following reenlistment or extension categories:

1. A designated military skill,

2. Career field,

3. Unit,

4. Grade, or

5. To meet some other condition or conditions imposed by the Secretary of the Military Department concerned;

C. Not have failed to satisfactorily complete any term of enlistment in a Military Service;

D. Qualify for reenlistment in the Reserve Component of the Military Service to which the member is transferring;

E. Prior to the transfer, have fulfilled the requirements established by the Secretary with jurisdiction over the Military Service to which the member is transferring;

F. Not be in receipt of an enlistment bonus, retention bonus, an affiliation bonus, or a transfer bonus for the same period of service.

561102. Amount and Method of Payment

The Secretary of the gaining Military Department may pay the transfer bonus in one $10,000 lump sum amount upon approval of the transfer by the Secretary of that Military Department. Alternatively, the bonus may be paid in annual installments, the total of which may not exceed $10,000.
561103. Repayment

A member who does not complete the terms of the transfer bonus or who is not technically qualified in the skill for which the bonus was paid will be subject to the repayment provisions of Chapter 2.

561104. Duration of Authority

Unless authorized by the Congress, no agreement under this section may be entered into after December 31, 2014.
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