

# Navy Transition Assistance Handbook



A summary of Transition Assistance resources.  
(Rev 1 as of 04 November 2011)

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# TAB A: TRANSITION ASSISTANCE RESOURCE GUIDE

## Benefits and Services

The following is a list of benefits and services available along with useful websites for eligible service members:

### **Navy Enlisted Continuation/Retention Boards**

[www.npc.navy.mil/boards/enlistedcontinuation](http://www.npc.navy.mil/boards/enlistedcontinuation)

### **NPC Customer Service Center**

[www.npc.navy.mil/organization/npc/csc](http://www.npc.navy.mil/organization/npc/csc) 1-866-U-ASK-NPC (827-5672)

### **Fleet and Family Support Center Services**

[www.ffsp.navy.mil](http://www.ffsp.navy.mil)

### **Military One Source**

[www.MilitaryOneSource.com](http://www.MilitaryOneSource.com)

### **Transition Plan**

[www.TurboTap.org](http://www.TurboTap.org)

### **Veteran's Preference**

<http://www.fedshirevets.gov/>

### **Job Search and Placement Assistance**

[www.TurboTAP.org](http://www.TurboTAP.org)

<http://www.dol.gov/vets>

[www.careeronestop.org/jobsearch/cos\\_jobsites.aspx](http://www.careeronestop.org/jobsearch/cos_jobsites.aspx)

<http://www.proudtoserveagain.com> (Troops to Teachers)

[www.usajobs.opm.gov](http://www.usajobs.opm.gov)

[www.go-defense.com](http://www.go-defense.com)

<http://www.doleta.gov>

<http://www.employerpartnership.org>

<http://www.vetsuccess.gov>

<http://www.mynextmove.org>

### **Small Business Administration and the National Veterans Business Development Corporation**

<http://archive.sba.gov/aboutsba/sbaprograms/ovbd/>

[www.score.org](http://www.score.org)

### **Priority Employment Opportunity for Veterans**

<http://www.opm.gov>

<http://www.fedshirevets.gov>

[www.cpms.osd.mil/NAFPPO/NAFPPO\\_index.aspx](http://www.cpms.osd.mil/NAFPPO/NAFPPO_index.aspx)

[www.msepjobs.com](http://www.msepjobs.com)

(military spouse employment program)

### **Uniformed Services Employment and Reemployment Rights Act (USERRA)**

[www.dol.gov/vets](http://www.dol.gov/vets)

### **Selected Reserve Opportunities**

<http://www.npc.navy.mil/career/transition>

<http://www.navyreserve.com>

### **Financial Planning**

[www.tsp.gov](http://www.tsp.gov)

[www.defenselink.mil/militarypay](http://www.defenselink.mil/militarypay)

<https://mypay.dfas.mil/mypay.aspx>

[www.militarymoney.com](http://www.militarymoney.com)

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**Relocation Assistance**

[www.defensetravel.osd.mil](http://www.defensetravel.osd.mil)  
<http://www.defensetravel.dod.mil/site/travelreg.cfm>  
[www.militaryhomefront.dod.mil](http://www.militaryhomefront.dod.mil)  
<http://apps.mhf.dod.mil/pls/psgprod/f?p=MHF:RELO:0::::SID:20.40.500.398.0.0.0.0.0> (Plan My Move)  
[www.move.mil](http://www.move.mil)

**Housing Counseling Assistance**

<http://portal.hud.gov/portal/page/portal/HUD>  
(1-877-424-3838)

**GI Bill and other Educational Assistance Programs**

[www.gibill.va.gov](http://www.gibill.va.gov)  
[www.dol.gov/vets/programs/licert/main.htm](http://www.dol.gov/vets/programs/licert/main.htm)  
[www.dmdc.osd.mil/vmet](http://www.dmdc.osd.mil/vmet) (Verification of Military Experience and Training)  
[www.dantes.doded.mil/](http://www.dantes.doded.mil/)  
[www.cool.navy.mil](http://www.cool.navy.mil)  
<https://usmap.cnet.navy.mil>  
[www.careeronestop.org/CREDENTIALING/CredentialingHome.asp](http://www.careeronestop.org/CREDENTIALING/CredentialingHome.asp)  
[www.federalstudentaid.ed.gov](http://www.federalstudentaid.ed.gov)  
[www.studentveterans.org](http://www.studentveterans.org)  
<http://www.online.onetcenter.org/crosswalk>

**Department of VA Compensation and Vocational Rehabilitation Benefits**

[www.va.gov](http://www.va.gov)  
[www.vba.va.gov/bln/21/](http://www.vba.va.gov/bln/21/)  
[www.vetcenter.va.gov](http://www.vetcenter.va.gov)  
[www.va.gov/healtheligibility/](http://www.va.gov/healtheligibility/)  
[www.vba.va.gov/predischarge](http://www.vba.va.gov/predischarge)  
[www.vba.va.gov/VBA/benefits/factsheets](http://www.vba.va.gov/VBA/benefits/factsheets)

**Medical and Dental Coverage and Health Care Conversion**

[www.health.mil/InTransition/default.aspx](http://www.health.mil/InTransition/default.aspx)  
[www.tricare.mil](http://www.tricare.mil)  
[www.tricare.mil/mybenefit](http://www.tricare.mil/mybenefit)  
[www.tricare.mil/dental/TRDP\\_Eligibility.cfm](http://www.tricare.mil/dental/TRDP_Eligibility.cfm)  
[www.humana-military.com](http://www.humana-military.com)  
[www.insurance.va.gov/index.htm](http://www.insurance.va.gov/index.htm) (VGLI)  
[www.npc.navy.mil/support/casualty/benefits/Pages/SGLI.aspx](http://www.npc.navy.mil/support/casualty/benefits/Pages/SGLI.aspx)  
<http://www.npc.navy.mil/support/casualty/FSGLI/Pages/default.aspx>

**Mental Health Services and Treatment**

[www.Nationalresourcedirectory.gov](http://www.Nationalresourcedirectory.gov)  
[www.vetcenter.va.gov](http://www.vetcenter.va.gov)  
<http://www.va.gov/health/index.asp>

**Legal Assistance**

<http://legalassistance.law.af.mil/content/locator.php>

**Two-year Commissary and Exchange Privileges**

[www.commissaries.com](http://www.commissaries.com)

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<p><b>Counseling Services</b></p>	<p>Fleet and Family Support Centers (FFSC) counseling overview: We all experience ups and downs in life. At some point just about everyone needs help coping with stress caused by life's many challenges. Stress can be caused by such things as family hardships, marital conflicts, parent/child issues, money concerns, frequent moves, health and environmental factors, and other difficulties. See a professional at your local FFSC for assistance.</p> <p><a href="http://www.cnic.navy.mil/CNIC_HQ_Site/WhatWeDo/FleetandFamilyReadiness/FamilyReadiness/FleetAndFamilySupportProgram/ClinicalCounseling">http://www.cnic.navy.mil/CNIC_HQ_Site/WhatWeDo/FleetandFamilyReadiness/FamilyReadiness/FleetAndFamilySupportProgram/ClinicalCounseling</a>.</p> <p>Military OneSource also provides counseling. Military OneSource offers three kinds of short-term, non-medical counseling options to active-duty, Guard, and Reserve members and their families. Military OneSource counseling services are designed to provide service help with short-term issues such as adjustment to situational stressors, stress management, decision making, communication, grief, blended-family issues, and parenting-skills issues.</p> <p><a href="http://www.militaryonesource.com/MOS/About/CounselingServices.aspx">http://www.militaryonesource.com/MOS/About/CounselingServices.aspx</a></p> <p>A wide variety of 24/7 support is available at <a href="http://chaplaincare.navy.mil/">http://chaplaincare.navy.mil/</a>. These professional Navy counselors offer:</p> <ul style="list-style-type: none"> <li>- Confidential counseling</li> <li>- 24 hour access to chaplains</li> <li>- Self help resources</li> <li>- Access to ERB information</li> <li>- Support links</li> <li>- Unit Chaplain/Duty Chaplain Support</li> <li>- Chapel Community support</li> <li>- Chaplain Religious Enrichment</li> <li>- Development Operation (CREDO) retreats</li> </ul> <p><a href="#">Return to Table of Contents</a></p>
<p><b>Transition Assistance Management Program (TAMP)</b></p>	<p>The Navy is dedicated to providing access to permanent transition assistance benefits to all active and reserve component separating and retiring service members, both officers and enlisted. This commitment is governed by the Transition Assistance Management Program (TAMP), <a href="#">OPNAVINST 1900.2B</a>. TAMP consists of a variety of services with the key items being Pre-separation counseling, Employment assistance, Relocation assistance for separating members stationed overseas, and benefits for members who are involuntarily separated or retired.</p> <p>Delivery of TAMP services to all Navy personnel will be achieved through a cooperative effort involving DOD, U.S. Department of Labor (DOL), and Department of Veterans Affairs (DVA), as well as many state, community, and non-profit service organizations. The intent of these services and benefits is to assist Sailors and their families in making informed and effective transition decisions as they prepare to return to civilian employment.</p> <p><a href="#">Return to Table of Contents</a></p>

## TAB B: PRE-SEPARATION COUNSELING

### **Complete Pre-Separation Counseling as Initial Action**

You have served your nation and now it is time for us to serve you. Through your service in the United States Navy, you have earned a lot of benefits and services. The objective of this checklist is to explain all of those items to you in detail so you are aware of each of them. You will use this Pre-separation Counseling Checklist as a quick reference in planning your transition from the military and into your next career.

[Click here to go to the checklist.](#)

Career counselors provide legally mandated pre-separation counseling to transitioning Sailors who have been on active duty for more than 180 days, and to all Sailors being separated for retired due to disability, regardless of the length of active service. This counseling should be completed no later than 90 days prior to separation or retirement. It must be completed with your Command Career Counselor (CCC).

For more information, [read NAVADMIN 300/11.](#)

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# TAB C1: STANDARD TRANSITION BENEFITS – EDUCATION

<p><b>SMART Transcripts</b></p>	<p>Effective 1 Oct 2011, Sailors can order a Sailor and Marine American Council on Education Registry Transcript (SMART) transcript online for delivery to the academic institution of choice. No limits exist on the number of online transcripts which a Sailor can order. Visit <a href="https://smart.navy.mil/smart/welcome.do">https://smart.navy.mil/smart/welcome.do</a> for more information.</p> <p><a href="#">Return to Table of Contents.</a></p>
<p><b>Navy Credentialing Opportunities On-line (COOL)</b></p>	<p>Earning an industry recognized certification or license may be a key component in making a successful transition from Sailor to civilian employee. More information can be found at the Credentialing Opportunities On-Line (COOL) website, <a href="https://www.cool.navy.mil">https://www.cool.navy.mil</a>. Details on the program are given in OPNAVINST 1540.56A, "Navy Credentialing Programs," dated 17 June 2011.</p> <p><a href="#">Return to Table of Contents</a></p>
<p><b>Navy College</b></p>	<p>The Navy College provides Sailors with opportunities to earn college degrees through a variety of options. The program's mission is to provide continual academic support to Sailors while they pursue a technical or college degree, regardless of their location or duty station. Get more information at <a href="http://www.navycollege.navy.mil">www.navycollege.navy.mil</a>.</p> <p><a href="#">Return to Table of Contents</a></p>
<p><b>Virtual Education Center (VEC)</b></p>	<p>The Center for Personal and Professional Development (CPPD) education counselors in Navy college offices or the Virtual Education Center (VEC) will help each Sailor update their Sailor and Marine American Council on Education Registry Transcript plus establish and document education plans that support career goals. VEC counselors are available 0600-2100 EST Monday-Friday at 877-838-1659 or DSN 492-4684 or <a href="mailto:vec@navy.mil">vec@navy.mil</a>. Additional information about education resources and programs are available on the <a href="#">Navy college website</a>.</p> <p><a href="#">Return to Table of Contents</a></p>

# TAB C2: STANDARD TRANSITION BENEFITS - EMPLOYMENT

<p><b>Employment Assistance and Credentialing Programs</b></p>	<p>For assistance in searching for jobs, creating a resume and preparing for the interview, contact your local Fleet and Family Support Center (FFSC), <a href="http://www.ffsp.navy.mil">www.ffsp.navy.mil</a>. Additionally, you can go to <a href="http://www.turbotap.org/portal/transition/lifestyles/employment/">http://www.turbotap.org/portal/transition/lifestyles/employment/</a>.</p> <p>Credentialing is the umbrella term for licenses and certifications. Some federal, state or local laws may require specific credentials to legally perform some jobs.</p> <p>Licenses – Granted by governmental agencies to individuals to practice a specific occupation.          Certifications – Qualifications which are generally set by professional associations or industries.</p> <p>For more information on credentialing, see Tab E ERB Transition Benefits/Navy COOL certification waiver or go to <a href="http://www.turboTAP.org">www.turboTAP.org</a> or <a href="http://www.dantes.doded.mil">www.dantes.doded.mil</a>.</p> <p><a href="#">Return to Table of Contents</a></p>
<p><b>Veteran-Specific Job Training and Employment Assistance</b></p>	<p><b>Troops to Teachers</b> is a US Department of Education and Department of Defense program that helps eligible military personnel begin a new career as teachers in public schools where their skills, knowledge, and experience are most needed. Candidates can become a teacher in any public school, grades K-12. Funding for the program comes from the No Child Left Behind Act of 2001, the law which also governs eligibility. Eligibility varies depending upon time in service, type of discharge, education, and other factors. Access the website <a href="http://www.proudtoserveagain.com">http://www.proudtoserveagain.com</a> and follow the eligibility link to determine if you qualify for this program. If eligible and accepted, you can receive a stipend of up to \$5,000 to aid in gaining a teacher's certification, and up to a \$10,000 bonus to teach in a school serving a high percentage of students from low-income families. Participants who accept the stipend or bonus must agree to teach for three years in targeted schools in accordance with the authorizing legislation.</p> <p>In addition to monetary benefits, the Troops to Teachers program also offers counseling and assistance regarding certification.</p> <p>Visit <a href="http://www.proudtoserveagain.com">http://www.proudtoserveagain.com</a> for program details, FAQs, and other useful information!</p> <p>Take advantage of many transition resources available to you such as your local Fleet and Family Service Center (FFSC). <a href="#">You can locate the FFSC by clicking here.</a></p> <p><b>Veterans Recruitment Appointment</b>, 30% Disabled Veterans, Veterans Employment Opportunity Act (VEOA), and more. Information on the hiring eligibilities and fact sheets to help individuals with the application process are available at the DON Civilian Human Resources website: <a href="http://www.opm.gov/staffingportal/vetguide.asp#VRA-Authority">http://www.opm.gov/staffingportal/vetguide.asp#VRA-Authority</a></p> <p>(Continued)</p>



**Veteran-Specific Job Training and Employment Assistance, cont.**

For answers to general questions on employment, the DON offers a great employment information center (EIC) website: [DonEIC@navy.mil](mailto:DonEIC@navy.mil).

The Department of Labor Veterans Preference Advisory website is [www.dol.gov/elaws/vetspref.htm](http://www.dol.gov/elaws/vetspref.htm).

And lastly, for tips on creating a powerful resume, visit [www.public.navy.mil/DONHR/employment/CivJobOpps/pages/AllAboutYou.aspx](http://www.public.navy.mil/DONHR/employment/CivJobOpps/pages/AllAboutYou.aspx)

The Montgomery GI Bill - Active Duty, called "MGIB" for short, provides up to 36 months of education benefits to eligible veterans and is available for those who enlist in the U.S. Armed Forces. MGIB encompasses both the Montgomery GI Bill-Active Duty (Chapter 30) and The Montgomery GI Bill-Selected Reserve (Chapter 1606). Under Chapter 30, Active Duty members enroll and pay \$100 per month for 12 months; and are then entitled to receive a monthly education benefit once they have completed a minimum service obligation. Under Chapter 1606, a reservist must be actively drilling and have a 6-year obligation in the Selected Reserve to be eligible.

This benefit may be used for degree and certificate programs, flight training, apprenticeship/on-the-job training and correspondence courses. Remedial, deficiency, and refresher courses may be approved under certain circumstances. Generally, benefits are payable for 10 years following release from active duty. This program is also known as Chapter 30.

Education benefits to eligible veterans for:

- College
- Technical or Vocational Courses
- Correspondence Courses
- Apprenticeship/Job Training
- Flight Training
- High-tech Training
- Licensing & Certification Tests
- Entrepreneurship Training

There are four different categories of eligibility for the MGIB. For more information, visit

[http://www.gibill.va.gov/benefits/montgomery\\_gibill/active\\_duty.html](http://www.gibill.va.gov/benefits/montgomery_gibill/active_duty.html)

Selected Reserve (MGIB-SR): The MGIB-SR program is for members of the Selected Reserve.

To qualify, you must meet the following requirements:

- Have a six-year obligation to serve in the Selected Reserve signed after June 30, 1985. If you are an officer, you must have agreed to serve six years in addition to your original obligation. For some types of training, it is necessary to have a six-year commitment that begins after September 30, 1990;
- Complete your initial active duty for training(IADT);
- Meet the requirement to receive a high school diploma or equivalency certificate before completing IADT. You may not use 12 hours toward a college degree to meet this requirement;
- Remain in good standing while serving in an active Selected Reserve unit. You will also retain MGIB - SR eligibility if you were discharged from Selected Reserve service due to a disability that was not caused by misconduct. Your eligibility period may be extended if you are ordered to active duty.

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**Veteran-Specific Job  
Training and Employment  
Assistance, cont.**

For more information see the Montgomery GI Bill - Selected Reserve Pamphlet,  
[http://www.gibill.va.gov/documents/pamphlets/ch1606\\_pamphlet.pdf](http://www.gibill.va.gov/documents/pamphlets/ch1606_pamphlet.pdf)

The Post-9/11 GI Bill provides financial support for education and housing to individuals with at least 90 days of aggregate service on or after September 11, 2001, or individuals discharged with a service-connected disability after 30 days. You must have received an honorable discharge to be eligible for the Post-9/11 GI Bill.

Approved training under the Post-9/11 GI Bill includes graduate and undergraduate degrees, vocational/technical training, on-the-job training, flight training, correspondence training, licensing and national testing programs, and tutorial assistance. All training programs must be approved for GI Bill benefits.

Generally benefits are payable for 15 years following your release from active duty.

- The full tuition and fees are paid directly to the school for all public school in-state students. For those attending private or foreign schools tuition and fees are capped at \$17,500 per academic year.
- An annual books and supplies stipend of \$1,000 paid proportionately based on enrollment.

The Post-9/11 GI Bill also offers some service members the opportunity to transfer their GI Bill to dependents. For additional information, please visit [http://www.gibill.va.gov/benefits/post\\_911\\_gibill/index.html](http://www.gibill.va.gov/benefits/post_911_gibill/index.html)

Veterans Educational Assistance Program (VEAP): VEAP is available if you elected to make contributions from your military pay to participate in this education benefit program. Your contributions are matched on a \$2 for \$1 basis by the Government. You may use these benefits for degree, certificate, correspondence, apprenticeship/on-the-job training programs, and vocational flight training programs. In certain circumstances, remedial, deficiency, and refresher training may also be available.

Benefit entitlement is 1 to 36 months depending on the number of monthly contributions. You have 10 years from your release from active duty to use VEAP benefits. If there is entitlement not used after the 10-year period, your portion remaining in the fund will be automatically refunded.

To qualify, you must meet the following requirements:

- Entered service for the first time between January 1, 1977, and June 30, 1985;
- Opened a contribution account before April 1, 1987;
- Voluntarily contributed from \$25 to \$2700;
- Completed your first period of service; and
- Were discharged or released from service under conditions other than dishonorable.
- If you are currently on active duty and wish to receive VEAP benefits, you must have at least 3 months of contributions available.

For more information see the VEAP pamphlet,  
[http://www.gibill.va.gov/documents/pamphlets/ch32\\_pamphlet.pdf](http://www.gibill.va.gov/documents/pamphlets/ch32_pamphlet.pdf)

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**Veteran-Specific Job  
Training and Employment  
Assistance, cont.**

Reserve Educational Assistance (REAP): REAP was established as a part of the Ronald W. Reagan National Defense Authorization Act for Fiscal Year 2005. It is a DoD education benefit program designed to provide educational assistance to members of the Reserve components called or ordered to active duty in response to a war or national emergency (contingency operation) as declared by the President or Congress. This program makes certain reservists who were activated for at least 90 days (after September 11, 2001 either eligible for education benefits or eligible for increased benefits.

Some reservists may contribute up to an additional \$600 to the GI Bill to receive increased monthly benefits. For an additional \$600 contribution, you may receive up to \$5400 in additional GI Bill benefits. You must be a member of a Ready Reserve component (Selected Reserve, Individual Ready Reserve, or Inactive National Guard) to pay into the "buy-up" program.

For more information see the REAP Pamphlet,  
[http://www.gibill.va.gov/documents/pamphlets/ch1607\\_pamphlet.pdf](http://www.gibill.va.gov/documents/pamphlets/ch1607_pamphlet.pdf)

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# TAB C3: STANDARD TRANSITION BENEFITS - OTHER

<p><b>Pre-separation Counseling</b></p>	<p>DD Form 2648 or DD Form 2648-1, "Pre-separation Counseling Checklist," helps ensure that you will receive the necessary assistance and advice to benefit fully from the wide range of services and entitlements available to you. The checklist is required by law to be placed in your personnel record. It must be completed with your Command Career Counselor (CCC). See your CCC to complete the DD Form 2648-1 as soon as possible.</p> <p><a href="#">Return to Table of Contents</a></p>
<p><b>Transition Assistance Program</b></p>	<p>The Transition Assistance Management Program (TAMP) provides workshops and one-on-one career support and assistance at the Fleet and Family Support Center (FFSC) to separating and retiring service members and their families. These include: resume assistance, verification of experience &amp; training, interviewing skills, employer networking, job fairs, tap employment workshops and va benefits briefs, and post-military employment preparation workshops.</p> <p>Go to <a href="http://www.ffsp.navy.mil">www.ffsp.navy.mil</a> or <a href="http://www.turboTAP.org">www.turboTAP.org</a> for more information.</p> <p><a href="#">Return to Table of Contents</a></p>
<p><b>Relocation Assistance</b></p>	<p>The Relocation Assistance Program is designed to eliminate or decrease the stress related to the moving process by helping service members and their families develop a plan for their move, so they can have a smooth transition from the military. Go to <a href="http://www.ffsp.navy.mil">www.ffsp.navy.mil</a> for more information.</p> <p><a href="#">Return to Table of Contents</a></p>
<p><b>SMART Transcripts</b></p>	<p>Effective 1 Oct 2011, Sailors can order a Sailor and Marine American Council on Education Registry Transcript (SMART) transcript online for delivery to an academic institution. No limits exist on the number of online transcripts which a Sailor can order. Visit <a href="https://smart.navy.mil/smart/welcome.do">https://smart.navy.mil/smart/welcome.do</a> for more information on this program.</p> <p><a href="#">Return to Table of Contents</a></p>
<p><b>Personal Financial Management Training</b></p>	<p>The Personal Financial Management Program (PFM) provides workshops and confidential one-on-one counseling assistance at the Fleet and Family Support Center (FFSC) to separating and retiring service members and their families. These include: financial planning and budgeting, credit and debt management, thrift savings plan, home and car buying, and retirement planning. We can provide a free credit report and score, and counseling on how to prepare for separation or retirement. Go to <a href="http://www.ffsp.navy.mil">www.ffsp.navy.mil</a> for more information.</p> <p><a href="#">Return to Table of Contents</a></p>

<p><b>Online Resources (TurboTAP.org, Careeronestop.org)</b></p>	<p><a href="http://www.ffsp.navy.mil">www.ffsp.navy.mil</a>; <a href="http://www.onetonline.org">www.onetonline.org</a>; <a href="http://www.dmdc.osd.mil/vmet">www.dmdc.osd.mil/vmet</a>; <a href="http://www.cool.navy.mil">www.cool.navy.mil</a>; <a href="http://www.usajobs.opm.gov">www.usajobs.opm.gov</a>; <a href="http://www.gibill.va.gov">www.gibill.va.gov</a>; <a href="http://www.va.gov">www.va.gov</a>;</p> <p><b>TurboTAP.org</b> is an official Department of Defense (DoD) website designed to be a separating service member's connection to money, benefits, and jobs. Its links cover a wide variety of separation resources such as printable transition guides; a superb "Career Decision Toolkit" which gives great information on selecting a new career, writing resumes and cover letters, financial planning, tips on searching for a job, how to interview well, and how to negotiate the best deal; an ever changing series of live online learning events; guidance on filing a VA disability claim; and many more useful links and resources. Visit the website at <a href="http://www.turboTAP.org">www.turboTAP.org</a>.</p> <p><b>CareerOneStop</b> is another great website for job hunters. Sponsored by the Department of Labor, it is designed for anyone seeking employment. It offers information and links similar to those in Turbo Tap except its focus is for anyone seeking a job while Turbo TAP focuses on ex-military. The website can be reached at <a href="http://www.careeronestop.org">www.careeronestop.org</a>.</p> <p><a href="#">Return to Table of Contents</a></p>
<p><b>Childcare (Pre-separation only)</b></p>	<p>The Commander Navy Installations Command (CNIC) and the Navy offers a wide variety of Child and Youth Programs (CYP) specifically designed and operated to meet the unique needs of the military mission, servicemembers, and their families. These programs are for eligible children and youth from 4 weeks to 18 years in age.</p> <p>Child and Youth Education Services help level the playing field for transitioning students and prepares schools and installations to respond confidently to the complexities of transition and deployment while providing families the assurance that their children's academic well being is a Navy priority. Tools offered include School Transition Services, Deployment Support, Installation, School, Community Communications, and Partnerships in Education, Home School Linkage, and Support Post-Secondary Preparation Opportunities.</p> <p>Child Development Centers (CDC) provide full and part day child care for ages 6 weeks to 5 years of age. Child Development Homes (CDH) provide full and part day and night and weekend child care for ages 4 weeks to 12 years of age. School-Age Care (SAC) provides before and after school and day camps for ages 6 years to 12 years of age.</p> <p>Short term child care is available to all Sailors attending separation events. Contact your local Navy child care office for more details.</p> <p>School Liaison Officers (SLO) are the Navy subject matter experts for K-12 education issues. SLOs work to connect commanders, educators, and parents.</p> <p>Youth Sponsorship Program provides access to positive peer groups and social activities, helping Navy children feel connected at their new duty station.</p> <p>Youth and Teen Programs provide sports programs, leisure classes, youth internet labs, and teen programs for ages 6 years to 18 years of age.</p> <p>(Continued)</p>

<p><b>Childcare (Pre-separation only), cont.</b></p>	<p>The Navy's guiding principles on its commitment to the members are as follows:</p> <ol style="list-style-type: none"> <li>1. Accessibility. The support servicemembers and families with 227 facilities and 3,000 CDHs world-wide and accredited commercial partnership spaces throughout the continental United States.</li> <li>2. Affordability. The Navy is committed to the economic viability of military families. We offer affordable care based on household income.</li> <li>3. Quality. Navy Child and Youth programs are among the highest quality in the nation. Navy Child Development Centers are accredited with the National Association for the Education of Young Children. The Child Development Home Providers are certified by the Department of Defense, applicable state licensing agencies, and are currently accrediting with the National Association for Family Child Care. Navy before and after-school programs are currently accrediting with the National After-School Alliance.</li> </ol> <p>The Navy's youth programs are affiliated with the Boys and Girls Clubs of America.</p> <ol style="list-style-type: none"> <li>4. Eligibility. Developmental child care and youth recreational programs are available to all active duty military, activated reservists and guardsmen, DoD civilian personnel and DoD contractors. Youth recreational programs are also available to military retirees and DoD civilian retirees.</li> </ol> <p>More information on child care and youth programs can be found from the CNIC website, which can be reached at the following web address: <a href="http://www.cnic.navy.mil">www.cnic.navy.mil</a>.</p> <p><a href="#">Return to Table of Contents</a></p>
<p><b>VA Health Care Eligibility</b></p>	<p><b>VA Health Care Eligibility and Medical Benefits</b></p> <p>You may be eligible for VA benefits if you are a:</p> <ul style="list-style-type: none"> <li>• Veteran, Veteran's dependent</li> <li>• Surviving spouse, child or parent of a deceased Veteran</li> <li>• Uniformed service member</li> <li>• Present or former reservist or National Guard member</li> </ul> <p><b>How to Apply for VA Benefits</b></p> <p>VA has several ways to apply for your benefits depending on your category and status.</p> <ul style="list-style-type: none"> <li>• <b>The Pre-Discharge Program:</b> A joint VA and DoD program that affords service members the opportunity to file claims for disability compensation up to 180 days prior to separation or retirement from active duty or full time National Guard or Reserve duty (Titles 10 and 32). Read more on the <a href="#">Pre-Discharge Program</a>.</li> <li>• <b>The Veterans on Line Application (VONAPP):</b> The <a href="#">VONAPP web site</a> is an official VA web site that enables service members, veterans and their beneficiaries, and other designated individuals to apply for benefits using the Internet.</li> </ul> <p>(Continued)</p>

**VA Health Care Eligibility,  
cont.**

- **Apply at your Local Regional Offices:** VA regional offices can assist you with filing the appropriate VA forms. In addition Veteran Service Organizations can assist you as well by answering general question and even petitioning on your behalf for services they believe you are qualified to receive.

VA can provide screening exams for:

- Depression
- Substance Abuse
- PTSD
- Military Sexual Trauma
- TBI

VA health care includes:

- Inpatient and Outpatient Treatment
- Preventive Care
- Prescription Services

And VA has some limited benefits for:

- Ambulance Service
- Eyeglasses and Hearing Aids
- Non-VA Care
- Prosthetics, Durable Medical Equipment and Rehabilitative Devices
- Certain Counseling Services

**More info here:** [VA Brochures & Fact Sheets](#)

**Your DD214 – a valuable document!**

Remember, your DD214 is a very important document. Keep this handy to verify your service and Veteran status. And please bring it with you the first visit to a VA Medical Center!

**Financial Information considerations**

You do not need to provide your financial information in order to be considered for enrollment.

However – you should provide your financial information if you wish to have your eligibility for cost-free health care and medications for treatment of your conditions assessed when you arrive for your first visit at a VA Medical Center.

Once you submit the form, it will be processed at the local VA Medical Center closest to your home address.

**More info here:** [VA Health Care](#)

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**Life Insurance**

**Department of Veterans Affairs (DOVA)**

DOVA insurance programs were developed to provide insurance benefits for veterans and service members who may not be able to get insurance from private companies because of the extra risks involved in military service, or a service connected disability.

**Servicemembers' Group Life Insurance (SGLI)**

SGLI is a program of low cost group life insurance for servicemembers on active duty, ready reservists, members of the National Guard, members of the Commissioned Corps of the National Oceanic and Atmospheric Administration and the Public Health Service, cadets and midshipmen of the four service academies, and members of the Reserve Officer Training Corps.

Servicemembers with SGLI coverage have two options available to them upon release from service. They can convert their full-time SGLI coverage to term insurance under the Veterans' Group Life Insurance program or convert to a permanent plan of insurance with one of the participating commercial insurance companies.

For additional information, please visit <http://insurance.va.gov/sgliSite/sgli/sgli.htm>

**Veterans' Group Life Insurance (VGLI)**

VGLI is a program of post-separation insurance which allows Servicemembers to convert their SGLI coverage to renewable term insurance. Members with full-time SGLI coverage are eligible for VGLI upon release from service.

VGLI coverage is issued in multiples of \$10,000 up to a maximum of \$400,000. However, a Servicemember's initial VGLI coverage amount cannot exceed the amount of SGLI they had in force at the time of separation from service.

Effective April 11, 2011, VGLI insureds who have less than \$400,000 in coverage can purchase up to \$25,000 of additional coverage on each five-year anniversary of their coverage, up to the maximum \$400,000. No medical underwriting is required for the additional coverage.

You must apply within one year and 120 days from discharge. However, servicemembers who submit their application within 120 days of discharge do not need to submit evidence of good health. Servicemembers who apply after the 120-day period must submit evidence of good health. Visit the [VGLI Frequently Asked Questions](#) page for answers to common questions about VGLI.

For additional information, visit <http://insurance.va.gov/sgliSite/VGLI/VGLI.htm>

**SGLI Disability Extension**

SGLI Disability Extension allows servicemembers who are totally disabled at time of discharge to retain the SGLI coverage they had in service at no cost for up to two years.

(Continued)



<p><b>Life Insurance, cont.</b></p>	<p>The SGLI Disability Extension is available if you are totally disabled at time of discharge. To be considered totally disabled, you must have a disability that prevents you from being gainfully employed OR have one of the following conditions, regardless of your employment status:</p> <ul style="list-style-type: none"> <li>• Permanent loss of use of both hands</li> <li>• Permanent loss of use of both feet</li> <li>• Permanent loss of use of both eyes</li> <li>• Permanent loss of use of one hand and one foot</li> <li>• Permanent loss of use of one foot and one eye</li> <li>• Permanent loss of use of one hand and one eye</li> <li>• Total loss of hearing in both ears</li> <li>• Organic loss of speech (lost ability to express oneself, both by voice and whisper, through normal organs for speech - being able to speak with an artificial appliance is disregarded in determination of total disability)</li> </ul> <p>For additional information, visit <a href="http://insurance.va.gov/sqliSite/SGLI/sglidisabled.htm">http://insurance.va.gov/sqliSite/SGLI/sglidisabled.htm</a></p> <p><b>Accelerated Benefits Option</b></p> <p>The Accelerated Benefit Option gives terminally-ill SGLI, Family SGLI and VGLI policyholders as well as TSGLI claimants access to the death benefits of their policies before they die. The member may receive a portion of the face value of the insurance in a lump sum payment.</p> <p>A member is eligible to receive an Accelerated Benefit if he/she or a covered spouse has a valid written prognosis from a physician of 9 months or less to live.</p> <p>For additional information, <a href="http://insurance.va.gov/sqliSite/ABO/ABO.htm">http://insurance.va.gov/sqliSite/ABO/ABO.htm</a></p> <table border="0" style="width: 100%;"> <tr> <td style="width: 50%;"><b>If you ...</b></td> <td style="width: 50%;"><b>you may be eligible for...</b></td> </tr> <tr> <td>were awarded a VA rating for a new service connected disability</td> <td><a href="#">Service-Disabled Veterans Insurance</a></td> </tr> <tr> <td>received a VA specially-adapted housing grant recently separated from service with SGLI coverage</td> <td><a href="#">Veterans Mortgage Life Insurance</a> <a href="#">SGL Insurance Disability Extension</a> and/or <a href="#">Veterans' Group Life Insurance</a></td> </tr> <tr> <td>were seriously injured in service after Oct 7, 2001</td> <td>an immediate payment under <a href="#">Traumatic SGLI (TSGLI)</a></td> </tr> </table> <p><a href="#">Return to Table of Contents</a></p>	<b>If you ...</b>	<b>you may be eligible for...</b>	were awarded a VA rating for a new service connected disability	<a href="#">Service-Disabled Veterans Insurance</a>	received a VA specially-adapted housing grant recently separated from service with SGLI coverage	<a href="#">Veterans Mortgage Life Insurance</a> <a href="#">SGL Insurance Disability Extension</a> and/or <a href="#">Veterans' Group Life Insurance</a>	were seriously injured in service after Oct 7, 2001	an immediate payment under <a href="#">Traumatic SGLI (TSGLI)</a>
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were seriously injured in service after Oct 7, 2001	an immediate payment under <a href="#">Traumatic SGLI (TSGLI)</a>								
<p><b>Permissive Temporary Duty, Excess Leave</b></p>	<p>Reference: <a href="#">OPNAVINST 1900.2B</a>, TRANSITION ASSISTANCE MANAGEMENT PROGRAM (TAMP), MILPERSMAN 1900, <a href="#">Separations</a></p> <p>Excess leave/PTDY is to be granted to allow members to conduct relocation and employment search and to attend a DOD-approved transition program seminar prior to separation. Permission should be granted unless this would severely interfere with a significant military mission.</p> <p>(Continued)</p>								

<p><b>Permissive Temporary Duty, Excess Leave, cont.</b></p>	<p>Members may receive either excess leave for a period not to exceed 30 days or permissive TDY for a period not to exceed 20 days (30 days OCONUS) to facilitate member's relocation activities (such as job search and residence search)</p> <p><b>LUMP-SUM PAYMENT FOR ACCRUED LEAVE</b></p> <p>Each member of the Navy on active duty (ACDU) is entitled to a lump-sum payment of accrued leave standing to the member's credit on the date of</p> <ul style="list-style-type: none"> <li>(1) death,</li> <li>(2) discharge,</li> <li>(3) release from ACDU</li> </ul> <p>No member may sell back more than 60 days of accrued leave during a military career. Payments for accrued leave are normally subject to taxation and income tax withholding.</p> <p><a href="#">Return to Table of Contents</a></p>
<p><b>OIF/OEF/OND veteran health care with VA</b></p>	<p><b>Operations Enduring Freedom, Iraqi Freedom (OEF/OIF) and Operation New Dawn (OND) – Veteran Health Care</b></p> <p>VA provides five years of cost-free health care to OEF/OIF Veterans. This is for any injury or illness associated with your service.</p> <p><b>Those who served in combat since Nov. 11, 1998 are eligible, too</b> Military Veterans who served in combat since Nov. 11, 1998 are eligible to receive <a href="#">five years of enhanced enrollment eligibility</a> for VA health care services. This includes cost-free health care from VA for conditions that are potentially related to service in your theater of operations.</p> <p><b>Your DD214 – a valuable document!</b> Remember, your DD214 is a very important document. Keep this handy to verify your service and Veteran status. And please bring it with you the first visit to a VA Medical Center!</p> <p><b>Financial Information considerations</b> You do not need to provide your financial information in order to be considered for enrollment.</p> <p>However – you should provide your financial information if you wish to have your eligibility for cost-free health care and medications for treatment of your conditions assessed when you arrive for your first visit at a VA Medical Center.</p> <p>Once you submit the form, it will be processed at the local VA Medical Center closest to your home address.</p> <p><b>More info here:</b> <a href="#">VA Health Care</a></p> <p>Possible hazardous exposures during military service in Operations Enduring Freedom and Iraqi Freedom, health-related problems and VA benefits</p> <p>(Continued)</p>

**OIF/OEF/OND veteran health care with VA, cont.**

**Health Care, Compensation and Other Benefits**

OEF/OIF/OND Veterans may be eligible for:

- Health care
- Disability compensation for conditions that VA determines are associated with military service

**Gulf War Registry Health Examination for OIF and OND Veterans**

Veterans who served in the Gulf during Operation Iraqi Freedom and Operation New Dawn are eligible for a free Gulf War Registry health examination by VA.

VA set up the Gulf War Registry health examination program to track the special health concerns of Veterans who served in the Gulf during Operations Desert Shield, Desert Storm, Iraqi Freedom or New Dawn. The collected data enables VA to understand and address health problems more effectively.

For specific information, please visit

[http://www.publichealth.va.gov/exposures/gulfwar/registry\\_exam.asp](http://www.publichealth.va.gov/exposures/gulfwar/registry_exam.asp)

For the Federal Government's definition of "combat", please see Title 38 U.S. Code section 1710(e)(1)(D) and 1712(a)(1)(B).

**Returning Service Members (OEF/OIF)**

Here are just a few of the programs VA offers:

- **5 Years of Cost Free Health Care** — OEF/OIF combat Veterans can receive cost free medical care for any condition related to their service in the Iraq/Afghanistan theater for five years after the date of their discharge or release. In order to take advantage of these benefits, OEF/OIF Vets need to enroll in VA's health care system.
- **180 day dental benefit** — OEF/OIF combat Veterans may be eligible for one-time dental care — but you must apply with 180 days of your separation date from active duty. More info: [Combat Veterans Fact Sheet](#)
- **Find Family Support at Vet Centers** — If you have served in ANY combat zone, [local Vet Centers](#) can help you and your family with readjustment counseling and outreach services — for free.
- **Do You Want to Go Back to School?** — VA pays benefits to eligible Veterans, reservists, and active duty service members while they are in an approved education or training program. The [new Post 9/11 GI Bill](#) could be for you!

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# TAB D: INVOLUNTARY SEPARATION BENEFITS

<p><b>Unemployment Compensation for Military</b></p>	<p><b>Reference: Department of Labor</b>  <a href="http://ows.doleta.gov/unemploy/ucx.asp">http://ows.doleta.gov/unemploy/ucx.asp</a></p> <p>The Unemployment Compensation for Ex-servicemembers (UCX) program provides benefits for eligible ex-military personnel. The program is administered by the States as agents of the Federal government.</p> <ul style="list-style-type: none"> <li>• If you were on active duty with a branch of the U.S. military, you may be entitled to benefits based on that service.</li> <li>• You must have been separated under honorable conditions.</li> <li>• There is no payroll deduction from servicemember's wages for unemployment insurance protection. Benefits are paid for by the various branches of the military, NOAA or USPHS.</li> </ul> <p><b>Benefits</b>  The law of the State (under which the claim is filed) determines benefit amounts, number of weeks benefits can be paid, and other eligibility conditions.</p> <p><b>Filing a Claim</b>  You should contact your <a href="#">State Workforce Agency</a> as soon as possible after discharge. It may be helpful to have a copy of your service and discharge documents (DD-214 or similar form) when you open your claim. In many states, you may now file your claim by telephone and/or internet.</p> <p><a href="#">Return to Table of Contents</a></p>
<p><b>Involuntary Separation Pay</b></p>	<p><b>Eligibility of Regular and Reserve Personnel for Separation Pay</b></p> <p>Reference:  DoD Directive 1332.29, Eligibility of Regular and Reserve Personnel for Separation Pay  DoD Instruction 1332.14, Enlisted Administrative Separations  DoD Military Pay and Allowances Entitlements Manual</p> <p><b>Full Separation Pay (Non-disability)</b>  The Service member meets one of the following criteria for active service:</p> <ul style="list-style-type: none"> <li>• The member is on active duty (AD) and has completed at least 6 years, but fewer than 20 years, of active service. For Reserve members not on the AD list when separated, 6 years of continuous AD must have preceded immediately before such separation. A period of AD is continuous if any break in military service does not exceed 30 days.</li> <li>• The member (other than a Regular enlisted member) was on AD on November 5, 1990, and on that date had 5 or more, but less than 6, years of active service. For Reserve members not on the AD list when separated, 5 years of continuous AD must have preceded immediately before such separation. A period of AD is continuous if any break in active service does not exceed 30 days.</li> <li>• The member is a Regular officer, commissioned or warrant, who is being separated under Chapter 36 of 10 U.S.C. (except under Section 630(1)(A) or 643 of such Chapter) or under Section 6383 of 10 U.S.C. (reference (d)) and has completed at least 5 years, but fewer than 20 years of active service.</li> </ul> <p>(Continued)</p>

<p><b>Involuntary Separation Pay, cont.</b></p>	<p>Other categories are listed in DoDI 1332.29, June 20, 1991, pg 2</p> <p><b>Half Separation Pay (Non-disability)</b>  Half payment of non-disability separation pay, computed as provided in paragraph 3.3., below, is authorized to members of the Regular and Reserve components involuntarily separated from AD who meet each of following four conditions: (In extraordinary instances, Secretaries of the Military Departments concerned may award full separation pay to members otherwise eligible for half separation pay when the specific reasons for separation and the overall quality of the member's service have been such that denial of such pay would be clearly unjust.)</p> <ul style="list-style-type: none"> <li>• Member meets one of the criteria for active service specified above</li> <li>• Member's separation is characterized as "Honorable" or "General" as defined in enclosure 4 of DoD Instruction 1332.14, ENLISTED ADMINISTRATIVE SEPARATIONS</li> </ul> <p><b>Computation of Active Service and Separation Pay</b> Separation pay for Service members eligible for full payment shall be computed at 10 percent of 12 times the amount of monthly basic pay to which entitled at the time of separation from AD times the number of years and fractions of a year of active service when separated. Separation pay for Service members eligible for half payment shall be computed at one half times what the full payment would have been.</p> <p><a href="#">Return to Table of Contents</a></p>
<p><b>Transitional TRICARE</b></p>	<p>When you separate from the service or "get out" before retirement, you and your family may qualify for transitional health care options:</p> <ul style="list-style-type: none"> <li>• <a href="#">Transitional Assistance Management Program</a></li> <li>• <a href="#">Continued Health Care Benefit Program (CHCBP)</a></li> </ul> <p>Transitional care is complimentary and is for <b>180 days after separation</b>.</p> <p>CHCBP acts as a bridge between military health benefits and a civilian health plan. CHCBP benefits are comparable to those in TRICARE STANDARD but you must pay premiums to participate.</p> <p>To see the most accurate information about health care options when you separate, visit the TRICARE (<a href="http://www.tricare.mil">http://www.tricare.mil</a>).</p> <p><b>Getting Care on Terminal Leave</b>  While on terminal leave, you must remain enrolled in your prime option either at a military treatment facility (MTF) or with a civilian primary care manager (PCM) based on your final duty station to ensure you remain fit for discharge until your separation date. If you have any changes in your medical status, you are required to report it to your transition point personnel and your TRICARE Prime enrollment site, either the MTF or if you have a civilian PCM, the Military Medical Support Office (MMSO). If enrolled in TRICARE Prime Remote, MMSO is your point of contact.</p> <p><b>Military Treatment Facilities</b>  You may receive care in any MTF regardless of your Service affiliation or enrollment location. You continue to have the first priority for care over all other beneficiary categories at all MTFs.</p> <p>(Continued)</p>

<p><b>Transitional TRICARE, cont.</b></p>	<p><b>Urgent Care</b> If you need urgent care, you must have a referral and authorization from your enrollment site (either an MTF or the MMSO). Contact the MMSO at 1-888-MHS-MMSO (1-888-647-6676).</p> <p><b>Routine Care</b> Routine medical care is only authorized as part of your active health care needs and must be pre-planned and pre-authorized collaboratively with your MTF or MMSO. Contact the MMSO at 1-888-MHS-MMSO (1-888-647-6676).</p> <p><b>Veterans' Affairs (VA) Facilities</b> If you live near a VA medical facility while on terminal leave, you may get routine or urgent care at that facility. As TRICARE network providers, the VA follows TRICARE rules so a referral and authorization is required. The active duty service member must coordinate with MTF or MMSO (whichever is applicable), who will issue a single pre-authorization to the appropriate regional contractor for you to get routine or urgent outpatient care from the VA. The period covered by this preauthorization will be the entire anticipated span of the terminal leave. The MTF or MMSO will send the pre-authorization to the regional contractor before you leave your final duty station to begin terminal leave. The pre-authorization is for VA care only. <a href="http://www.tricare.mil/">http://www.tricare.mil/</a></p> <p><a href="#">Return to Table of Contents</a></p>
<p><b>Access to Medical</b></p>	<p>Service members will receive medical and dental care in DoD facilities or through the Civilian Health and Medical Program (CHAMPUS) on the same priority as eligible family members of active duty personnel. Health care will be for 120 days after the separation date if the member served six years or more on active duty, or for 60 days after separation if on active duty less than six years. Questions on eligibility, preexistent conditions, conversion to DoD sanctioned health insurance policy, care or treatment should be addressed to the health benefits advisor at the nearest military medical treatment facility. <a href="http://www.tricare.mil/">http://www.tricare.mil/</a></p> <p><a href="#">Return to Table of Contents</a></p>
<p><b>Extended Commissary and Exchange Benefits – 2yrs</b></p>	<p>An Office of the Under Secretary of Defense Memo, dated 11 August 2009, (<a href="#">click here to see the memo</a>), outlines the entitlement to continue use of commissaries and exchanges during the two-year period beginning on the date of a member's involuntary separation.</p> <p>A specific Separation Program Designation (SPD) code shall be used to designate involuntary separations. Once this code is sent to the Defense Eligibility Enrollment System (DEERS), a DD Form 2765, a "Uniformed Services Identification and Privilege Card" will be issued to the member which allows two years commissary and exchange benefits.</p> <p><a href="#">Return to Table of Contents</a></p>
<p><b>Continued Use of Military Family Housing</b></p>	<p>The Navy's Housing Program is managed by the Commander, Navy Installations Command (CNIC). Navy Housing Referral Services (HRS) is the service member's government advocate for providing assistance for housing at any installation worldwide. Privatized housing, also known as Public-Private Venture (PPV) housing, is owned by a private entity and governed by a business agreement in which the Navy has limited rights and responsibilities.</p> <p>(Continued)</p>

<p><b>Continued Use of Military Family Housing, cont.</b></p>	<p>Space permitting, CONUS installation commanders can allow members and their families to remain in military housing for a period of up to 180 days after separation date. Questions on the continued use of military housing after the member's separation date should be referred to the local family housing officer and the private property management company that manages the PPV housing units and handles all resident matters.</p> <p>For a listing of stateside PPV providers, please visit</p> <p><a href="http://www.cnic.navy.mil/CNIC_HQ_Site/WhatWeDo/FleetandFamilyReadiness/Housing/PrivatizedPPVHousingProgram/PPVWebsitesandInformation/index.htm">http://www.cnic.navy.mil/CNIC_HQ_Site/WhatWeDo/FleetandFamilyReadiness/Housing/PrivatizedPPVHousingProgram/PPVWebsitesandInformation/index.htm</a></p> <p><a href="#">Return to Table of Contents</a></p>
<p><b>Expanded Travel and Transportation Entitlements and Services</b></p>	<p>Eligible members are authorized travel allowances for up to one year after separation to a home of record or selection, however, the member must pay the difference (only authorized payment to home of record) within the United States (including Hawaii and Alaska).</p> <p>Additionally, they are authorized up to one year non-temporary storage of household goods (HHG) at government expense and shipment of HHG after removal from storage at government expense for one year after separation to a home of their selection.</p> <p><a href="http://www.navsup.navy.mil/navsup/ourteam/navsupgls/prod_serv/household">http://www.navsup.navy.mil/navsup/ourteam/navsupgls/prod_serv/household</a></p> <p>Officers traveling on permissive TDY for the purpose of attending a DoD-approved transition program seminar are authorized space available travel on military aircraft. Servicemembers may be accompanied by their spouse between CONUS and overseas, and within and between overseas areas. Dependent space-available travel within CONUS to attend such a seminar is not authorized. Questions on travel, transportation allowances and services should be addressed to the nearest military transportation office.</p> <p><a href="http://www.navsup.navy.mil/navsup/ourteam/navsupgls/prod_serv/household">http://www.navsup.navy.mil/navsup/ourteam/navsupgls/prod_serv/household</a></p> <p><a href="#">Return to Table of Contents</a></p>

# TAB E: ERB UNIQUE TRANSITION BENEFITS (NAVADMIN 332/11)

<p><b>Mandatory TAP</b></p>	<p>Due to the unplanned separation prior to EAOS, ERB selected Sailor's attendance at a Transition Assistance Program class is mandatory to help ensure these Sailors are aware of all their benefits, entitlements, and services.</p> <p><a href="#">Return to Table of Contents</a></p>
<p><b>60 Days CONUS</b></p>	<p>For Sailors selected by the ERB, the Vice Chief of Naval Operations has approved that "Commanders may authorize up to a 60 day transition period prior to separation within the authorities provided by the Joint Federal Travel Regulations. Those assigned overseas will be required to be INCONUS for at least 60 days prior to separation."</p> <p>The 60 day transition period may include permissive temporary duty for house hunting and other duty status such as TAD, Liberty, and modified work schedule. While not mandated, the transition may run concurrently with separation leave. Members serving OCONUS or in deployed units shall be transferred in a "temporary duty for separation" status in Accounting Category Code (ACC) 380, to a separation activity (homeport, TPU, etc.) in accordance with MILPERSMAN 1910-812. Command TAD funding may be used to assist Sailors, however, a centrally funded account does not exist. INCONUS Sailors can expend the 60 day transition period intermittently until separation.</p> <p>No new policies were created for this program. The following references apply:</p> <p>MILPERSMAN 1300-308 (Tour Lengths and Types)...paragraph 2. D.(3)  MILPERSMAN 1320-220 (Permissive Temporary Duty (PDTY) Authorization for Job/House Hunting...paragraphs 4 and 5  MILPERSMAN 1910-812 (Place of Separation)...entire article  MILPERSMAN 1050-120 (Separation Leave)...entire article  MILPERSMAN 1910-206 (Temporary Duty (TEMDU) Transfer for Separation Processing)...entire article  MILPERSMAN 1320-318 (Preparation of Standard Transfer Order (STO) for Separation and Hospitalization...entire article</p> <p><a href="#">Return to Table of Contents</a></p>
<p><b>Navy COOL Certification Waiver</b></p>	<p>Earning an industry recognized certification or license may be a key component in making a successful transition from Sailor to civilian employee. Sailors selected for separation by the fiscal year 2012 Enlisted Retention Board (ERB) are eligible for a time of service waiver to allow them to apply for funding towards credentialing exams. More information can be found at the credentialing opportunities on-line (COOL) website, <a href="https://www.cool.navy.mil">HTTPS://www.cool.navy.mil</a>. Details on the program are given in OPNAVINST 1540.56A, "Navy Credentialing Programs," 17 June 2011.</p> <p>The Navy COOL home page now has an "ERB AFFECTED SAILOR" button. Click on this button to review credentialing opportunities, seek exam funding, review program information, and frequently asked questions (FAQs).</p> <p>(Continued)</p>



<p><b>Navy COOL Certification Waiver, cont.</b></p>	<p>A great benefit is that ERB selected Sailors who elect to affiliate with the Navy Reserve remain eligible for Navy funded credentialing exams. See <a href="#">OPNAVINST 1540.56A</a> for more information.</p> <p><a href="#">Return to Table of Contents</a></p>
<p><b>Outplacement Services</b></p>	<p>The Navy will contract with a civilian company to provide services listed below. The company selected will contact ERB separating Sailors to provide personalized career coaching and job search assistance. This benefit is expected to be available by early 2012.</p> <p>A. Transition Coaching including:</p> <ol style="list-style-type: none"> <li>1. Initial interview with member</li> <li>2. Skills inventory analysis/career asset assessment battery – skill analysis models</li> <li>3. Development of a personal business/marketing plan.</li> <li>4. Dedicated career coach tailored to desired work city</li> <li>5. Peer networking support</li> <li>6. “Starting Your Own Business” support</li> </ol> <p>B. Job Search Assistance including:</p> <ol style="list-style-type: none"> <li>1. Daily refreshed job leads</li> <li>2. Tailored market research tools</li> <li>3. Internet resource links</li> <li>4. Access to industry unique job boards</li> <li>5. Connection to temporary staffing, technical and professional services companies</li> <li>6. Access to career information, webinars, and e-learning courses</li> </ol> <p>C. Job Placement Assistance including:</p> <ol style="list-style-type: none"> <li>1. Online profile management</li> <li>2. Resume and cover letter preparation</li> <li>3. Interview preparation</li> <li>4. Role-playing</li>   <li>5. Salary negotiation counseling</li> <li>6. “On-Call” consulting - one-on-one live person for questions via a toll free number</li> </ol> <p>D. Special Supplemental services:</p> <ol style="list-style-type: none"> <li>1. Post resumes to a central database open to companies, and advertised</li> <li>2. Retirement planning education</li> <li>3. Personal financial education strategies</li> <li>4. Classroom seminars</li> </ol> <p><b>Details on all of these services will be provided via separate correspondence at a later date.</b></p> <p><a href="#">Return to Table of Contents</a></p>
<p><b>Transition Date</b></p>	<p>Sailors must separate no later than Sept. 1, 2012 (except for those who receive an operational waiver). The Commanding Officer may locally approve an earlier separation date based upon operational considerations and the Sailor’s desires.</p> <p><a href="#">Return to Table of Contents</a></p>

<b>Fleet Ride and Perform to Serve (PTS)</b>	<p>E3-E6 Sailors will be able to apply for a SELRES quota via FR-PTS, with “in-rate only,” “in-rate willing to convert,” and “convert only” options. ERB Sailors with greater than 14 years of service are eligible to use FR-PTS to apply for a SELRES quota. If not selected for a billet via FR-PTS, Sailors can apply for SELRES affiliation through their local recruiting office. Call 1-866-U-ASK-NPC OR email <a href="mailto:CTO.ENLISTED@NAVY.MIL">CTO.ENLISTED@NAVY.MIL</a> for details. Note: Sailors who desire conversion for a rating requiring an A-school must apply through their local recruiting office. Additional ERB transition information can be found at: <a href="http://www.public.navy.mil/bupers-npc/boards/ERB/Pages/default2.aspx">http://www.public.navy.mil/bupers-npc/boards/ERB/Pages/default2.aspx</a>.</p> <p><a href="#">Return to Table of Contents</a></p>
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# TAB F: GOVERNMENT OPPORTUNITIES

## USA Jobs

Reference: <http://www.usajobs.gov/ResourceCenter>

The Federal Government has a long and outstanding record of employing veterans. There are laws providing Veterans' preference and special appointing authorities for veterans, as well as the fact that agencies recognize that hiring veterans is just good business. Federal service provides a means for veterans to continue their noble service to this country.

-Because of the diverse offerings, it is important to maximize the tools available through the USAJOBS system. USAJOBS is the one-stop source for federal jobs, including DON job announcements.

In mid-October, USAJOBS underwent a major upgrade to improve the applicant experience. Included in the upgrade are improved notification settings, more relevant search results, easier navigation and much more. Interested veterans should explore this site at [www.USAJOBS.gov](http://www.USAJOBS.gov) and become familiar with the key features.

Veterans need to invest time and energy to create an account and build a resume in USAJOBS. USAJOBS comes equipped with a resume builder and allows applicants to build and store up to five distinct resumes.

Resources for veterans seeking federal jobs are listed at [www.fedshirevets.gov/job](http://www.fedshirevets.gov/job).

Federal civilian job opportunity announcements are posted on the U.S. Office of Personnel Management (OPM) USAJOBS website at [www.USAJOBS.gov](http://www.USAJOBS.gov). In USAJOBS, you may:

1. Build and store up to five distinct resumes
2. Store up to 10 supporting job application documents
3. Search for Federal civilian job opportunity announcements
4. Create job search agents to alert you of newly opened announcements
5. Apply for Federal civilian job opportunities
6. Be informed of your Federal civilian job application status

### **Maximize your USAJOBS experience**

As you start exploring USAJOBS website, consider and follow these seven tips:

- Tip 1: Get to know your Federal hiring eligibilities
- Tip 2: Invest your time and energy in creating a great Federal resume in USAJOBS
- Tip 3: Make one of your USAJOBS resume searchable by the Federal Human Resources professionals
- Tip 4: Obtain electronic copy of commonly required job application documents and save them under your USAJOBS account
- Tip 5: Before conducting a Federal civilian job search in USAJOBS, translate your Navy occupational Rating into related Federal civilian occupational Job Series
- Tip 6: Carefully read the job opportunity announcements and follow the job application instructions
- Tip 7: Set up your USAJOBS status notifications

(Continued)

<p><b>USA Jobs, cont.</b></p>	<p><b>Create a Federal Job Resume in USA Jobs</b></p> <p>Federal resumes differ from private sector resumes. Federal resumes require detailed information about your specific work experience and other job-related information. Because Federal human resources (HR) professionals operate under various Federal employment laws, rules and regulations, they cannot infer from your previous Navy Ratings or job titles your applicable experience. It is up to you to describe your past work experience and detail how you qualify for the jobs to which you apply. The USAJOBS resume builder (available after you create a USAJOBS account at <a href="http://www.U.S.A.J.O.B.S.gov">www.U.S.A.J.O.B.S.gov</a>) will prompt you to enter all the necessary information to create a Federal resume. There are resources available in the "Transitioning Service Member Employment Checklist" that will provide you with further assistance. This is especially important when writing detailed descriptions of your work experience - both paid and unpaid.</p> <p>Some great resources include:</p> <ul style="list-style-type: none"> <li>• Fleet and Family Service Centers (FFSC) – FFSC staff can assist with Federal resume writing, resume review and tips.</li> <li>• Shipmate to Workmate (SM2WM) – Employment counselors who will mentor Sailors on the civilian hiring process. These consultants may be reached at <a href="mailto:NSSC_SM2WM@navy.mil">NSSC_SM2WM@navy.mil</a>.</li> <li>• Online training sessions offered by TurboTAP at <a href="http://www.turbotap.org/register.tpp">http://www.turbotap.org/register.tpp</a>. This site offers various resume writing sessions, including those focused on decoding your military skills for civilian employers. Resume writing tips are offered at <a href="http://www.public.navy.mil/donhr/Employment/CivJobOpps/Pages/AllAboutYou.aspx">http://www.public.navy.mil/donhr/Employment/CivJobOpps/Pages/AllAboutYou.aspx</a>.</li> </ul> <p><b>USAJOBS FAQ's:</b> Chances are your questions are answered in our list of Frequently Asked Questions.</p> <p><b>Top Questions:</b> Simply click <a href="#">Top Ten FAQ</a> to find the list of most frequently asked questions, or search for answers by a particular topic below.</p> <p><b>Categories</b> (Select one of the options below).</p> <ul style="list-style-type: none"> <li>• <a href="#">Account Access</a></li> <li>• <a href="#">Job Search</a></li> <li>• <a href="#">How to create your resume</a></li> <li>• <a href="#">How to Apply</a></li> <li>• <a href="#">General Information</a></li> <li>• <a href="#">More General Information</a></li> </ul> <p><a href="#">Return to Table of Contents</a></p>
<p><b>Feds Hire Vets</b></p>	<p><b>FEDSHIREVETS</b> is a one-stop resource for Federal veteran employment information.</p> <p>The Office of Personnel Management created a web site, a single depository without redundancy and misinformation, that meets all veterans' employment information needs. For additional information, visit <a href="http://www.fedshirevets.gov/">http://www.fedshirevets.gov/</a></p> <p>(Continued)</p>

<p><b>Feds Hire Vets, cont.</b></p>	<p>Feds Hire Vets is your single site for Federal employment information for Veterans, transitioning military service members, their families, and Federal hiring officials.</p> <p>As you begin your separation from military service, you are wondering what your future holds. Federal job opportunities are available across our country and around the world. Planning early is a smart decision.</p> <p><a href="#">Return to Table of Contents</a></p>
<p><b>Department of the Navy Office of Civilian Human Resources (OCHR) Employment Information Center (EIC)</b></p>	<p>The Department of the Navy's (DON) Office of Civilian Human Resources (OCHR) provides information regarding civilian career opportunities via the Employment Information Center (EIC) and a designated veterans' employment webpage linked from the OCHR homepage. The information for veterans is launched can be reached either by going to <a href="http://www.donhr.navy.mil">www.donhr.navy.mil</a> and click on the announcement: VETS Continuing Service Through Civilian Careers, or go directly to the website via the link <a href="http://www.public.navy.mil/donhr/Employment/Vets/Pages/Default.aspx">http://www.public.navy.mil/donhr/Employment/Vets/Pages/Default.aspx</a></p> <p>The DON EIC will augment information provided by Fleet and Family Service Center personnel and Transition Assistance Program classes through their toll free number (1-800-378-4559) and centralized email system (<a href="mailto:doneic@navy.mil">doneic@navy.mil</a>). Services include guidance on résumé preparation, assistance navigating through USAJOBS, answering questions concerning the application process and qualification requirements for positions, education of basic HR recruitment principles (hiring authorities, categories, veteran preference, etc.), and responding to other general questions associated with the civilian hiring process.</p> <p>OCHR also issues a series of newsletters with the latest tips and information on civilian employment. All Sailors are encouraged to visit the <a href="#">OCHR</a> website for the latest!</p> <p><a href="#">Return to Table of Contents</a></p>
<p><b>Shipmates to Workmates</b></p>	<p>The "Shipmates to Workmates" program seeks to aid transitioning Sailors (especially Sailors impacted by the ERB) compete for job opportunities at partnering commands. Six Major commands (CNIC, NAVAIR, NAVFAC, NAVSEA, NAVSUP, and SPAWAR) have partnered in this program that helps Sailors navigate the unfamiliar terrain of federal hiring. The program provides information about career opportunities available at partnering commands and actively assists Sailors with job applications/resumes. Commands are encouraged to steer separating Sailors, command career counselors, and transition assistance coordinators to the "Shipmate to Workmate" website and to facilitate Sailor participation. The "Shipmate to Workmate" program consists of the following three pillars:</p> <p><b>Shipmates to Workmates Informational Website</b></p> <ul style="list-style-type: none"> <li>• Accessed at : <a href="#">Shipmates to Workmates</a></li> <li>• Includes links to transition and career resources</li> <li>• Provides overviews of partnering commands &amp; geographic depictions of command activities</li> <li>• Contains guidance on how to apply for federal positions in USAJOBS</li> </ul>

<p><b>Shipmates to Workmates, cont.</b></p>	<p>(Continued)</p> <p><b>Shipmates to Workmates linkage to Vet’s Employment Counselors</b></p> <ul style="list-style-type: none"> <li>• Sailors can utilize the “Shipmates to Workmates” website to ask for assistance via e-mail or:</li> <li>• Sailors can call a “Shipmates to Workmates” advocate. Contact information provided on the “Shipmates to Workmates” website. Phones manned on workdays 0800 EST to 1700 EST starting 1 Nov 2011</li> <li>• Advocates screen requests for assistance and direct Sailors to Veteran’s Employment Counselors</li> <li>• Veteran’s Employment Counselors can assist with resume review and USAJOBS questions/navigation</li> </ul> <p><b>Shipmates to Workmates “Career Forums”</b></p> <ul style="list-style-type: none"> <li>• Career Forums are planned at fleet concentration areas starting in Jan 2012</li> <li>• Human resource personnel from partnering commands will attend to assist Sailors with job applications and resumes</li> <li>• Career Forum dates and venues TBD</li> </ul> <p><a href="#">Return to Table of Contents</a></p>
<p><b>NAF Preference and Employment Opportunities</b></p>	<p><b><u>Executive Summary of NAF Preference and Employment Opportunities at Commander Navy Installations Command (CNIC):</u></b></p> <p>Per CNIC Instruction 5300.2, effective 10 MAY 2011, there are a number of employment preferences including:</p> <p>a. <b>Spouse Preference.</b> The "Employment Opportunities for Military Spouses" as amended (10 U.S.C.,1784) and Executive Order 12568, "Employment Opportunities for Military Spouses of Nonappropriated Fund (NAF) Activities give spouses preferential consideration for NAF positions at the NF-3 and below and equivalent CT positions. The preference may be used multiple times for flexible positions. Spouse Preference is considered used when the spouse is placed in a regular full time (RFT) or regular part time (RPT) position.</p> <p>(1) Spouse employment has a very positive impact on the military and on military retention.</p> <p>(2) Spouses eligible for preferential consideration are wives or husbands of an active duty military member of the U.S. Armed Forces, including members of the National Guard or Reserves on active duty. The marriage must have occurred before the military member received official PCS orders to the installation at which employment is being considered. Spouse preference applies to in-service placement actions.</p> <p>(3) The time period of eligibility for spousal preference begins 30 days before the military member's reporting date at a new duty station outside of the current duty station's commuting area and applies without time restriction except that spouses seeking preference with less than six months time remaining in the area may be non-selected.</p> <p>(4) Eligible spouses who are placed on applicant referrals to the selecting official shall be selected for the vacancy. Should there be more than one spouse preference eligible among the referred applicants; the selecting official may select the most qualified of the spouse preference eligible applicants using interviews or application review.</p>

(Continued)

b. **Veteran's Preference.** In competitive recruitment actions open to outside applicants, outside applicants with veteran's preference will be selected over less qualified outside non-veteran's preference applicants. One level of management above the selecting official will review and approve the non-selection of individuals with veteran's preference. Veteran's preference does not apply to in-service placement actions.

(1) Preference in Hiring for Voluntary Separation Incentive (VSI) or Special Separation Benefits (SSB) Programs for Military Members of the Armed Forces and their Dependents. Per 10 U.S.C., the heads of DOD components will take steps to provide preference in hiring by NAF Activities for qualified separated members of the Army, Navy, Air Force, and Marine Corps, and their dependents.

(2) Preference in Hiring for Involuntary Separation for Military Members of the Armed Forces. According to public law 101-510 [H.R. 4739], the Secretary of Defense shall take such steps as necessary to provide that members of Army, Navy, Air Force, or Marine Corps who are involuntarily separated, and the dependents of such members, shall be provided a preference in hiring by nonappropriated fund instrumentalities of the Department. Such preference shall be administered in the same manner as the preference for military spouses provided under section 806(a)(2) of the Military Family Act of 1985, except that a preference under that section shall have priority over a preference under this subsection. A person may receive a preference in hiring under this subsection only once. Please note that members must qualify as an involuntary separation under a specific set of code(s). c. Family Members in Foreign Areas. Family members in foreign areas receive preference for all NAF jobs. Preferences apply when not at variance with the SOFA or as prescribed by DODI 1400.23.d. In regards to NAF employment opportunities, Commander Navy Installations Command (CNIC), we are involved with the Wounded Warrior Program and the Military Spouse Employment Partnership as part of our recruitment outreach efforts.

All current worldwide vacancy announcements are posted at the following website under the subheading titled, Personnel: [www.navymwr.org](http://www.navymwr.org). Also, there is information in regards to benefits and PDs at the site listed above.

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# TAB G: RESERVE AND GUARD

<p><b>Navy Reserve</b></p>	<p>America's Navy Reserve is an essential element of the Total Force that is America's Navy. Wherever the important work of the Navy is being conducted in the world today, whenever the Maritime Strategy that guides those efforts is being executed, Navy Reservists are there. Seamlessly supporting, actively contributing, effectively leading, and ultimately, serving a key role in helping America's Navy to be A Global Force For Good.</p> <p>The Navy Reserve Force Motto is "Ready Now. Anytime, Anywhere." It reflects the essence of the Reserve mission and vision. Like all military reserve forces, the Navy Reserve is a supplement to the Active Component (AC). Currently, Reservists represent about 20% of the Navy's Total Force. Within the structure of the Navy Reserve, there are organizational categories that further define your service responsibilities and commitment status. The Reserve Component is a force of highly trained men and women dedicated to meeting the needs of the Navy. Reservists provide essential skills and experience necessary to maintain crucial national security and support our nation's interests. Reservists are currently integrated with the AC and fulfilling the Navy's mission worldwide.</p> <p>Sailors exiting Active Duty should explore the Navy Reserve as a career opportunity. The Navy Reserve offers many benefits including unemployment compensation, retirement (at age 60 following 20 years of qualifying service), health and dental insurance, life insurance, education, and many others. Learn more about the <a href="#">Navy Reserve</a>.</p> <p>Those Sailors who affiliate with the Navy Reserve and receive a Navy Reserve retirement must repay the involuntary separation pay (ISP) per OPNAVINST 1900.4.</p> <p>The Uniformed Services Employment and Reemployment Rights Act (USERRA) clarifies and strengthens the Veterans' Reemployment Rights (VRR) Statute. USERRA protects civilian job rights and benefits for veterans and members of Reserve components. USERRA establishes the cumulative length of time that an individual may be absent from work for military duty and retain reemployment rights to five years.</p> <p>For more information about USERRA see the Fact Sheet located at <a href="http://www.dol.gov/vets">www.dol.gov/vets</a></p> <p><a href="#">Return to Table of Contents</a></p>
<p><b>National Guard</b></p>	<p>Put your military experience to use and choose to serve in the Army or Air Force National Guard. The Guard offers a series of benefits ranging from competitive pay and education assistance to insurance and retirement benefits. A broad range of skills are learned through schools and job training, and leadership opportunities are numerous. Beyond these tangible benefits, most Guard members agree that the greatest benefit is the opportunity to serve their country, state, and community.</p> <p>For more information, <a href="#">click here to visit the National Guard website</a>.</p> <p><a href="#">Return to Table of Contents</a></p>



<p><b>Employer Support of the Guard and Reserve (ESGR)</b></p>	<p>Employer Support of the Guard and Reserve (ESGR) is a Department of Defense (DoD) organization. It is a staff group within the Office of the Assistant Secretary of Defense for Reserve Affairs (OASD/RA), which is in itself a part of the Office of the Secretary of Defense (OSD).</p> <p>The nation's Reserve components (referring to the total of all National Guard members and Reserve forces from all branches of the military) comprise approximately 48 percent of our total available military manpower. The current National Defense Strategy indicates that the National Guard and Reserve will be full partners in the fully integrated Total Force. Our Reserve forces will spend more time away from the workplace defending the nation, supporting a demanding operations tempo and training to maintain their mission readiness.</p> <p>In this environment, civilian employers play a critical role in the defense of the nation by complying with existing employment laws protecting the rights of workers who serve in the Reserve component.</p> <p>ESGR was established in 1972 to promote cooperation and understanding between Reserve component members and their civilian employers and to assist in the resolution of conflicts arising from an employee's military commitment. It is the lead DoD organization for this mission under DoD Directive 1250.1.</p> <p><a href="#">Return to Table of Contents</a></p>
<p><b>Fleet Ride and Perform to Serve (PTS)</b></p>	<p>E3-E6 Sailors will be able to apply for a SELRES quota via FR-PTS, with “in-rate only,” “in-rate willing to convert,” and “convert only” options. Applications can be submitted up to 15 months from SEAOS but approval will likely not occur until within 12 months of SEAOS. Sailors who initially applied in FR-PTS as “intends to Separate” must wait until Denied Final-Active is received (6 months prior to SEAOS). If not selected for a billet via FR-PTS, Sailors can apply for SELRES affiliation through their local recruiting office. Note: Sailors who desire conversion for a rating requiring an A-school must apply through their local recruiting office. Additional information can be found at: <a href="http://www.public.navy.mil/bupers-npc/career/careercounseling/Pages/FleetRIDE-PTS.aspx">http://www.public.navy.mil/bupers-npc/career/careercounseling/Pages/FleetRIDE-PTS.aspx</a>.</p> <p><a href="#">Return to Table of Contents</a></p>

## TAB H: DOL/VA EMPLOYMENT ASSISTANCE

<p><b>Department of Labor</b></p>	<p>The Department of Labor (DOL), through its VETS program, proudly serves veterans and service members. They provide resources and expertise to assist and prepare veterans to obtain meaningful careers, maximize employment opportunities, and protect their employment rights. Employment highlights include a listing of 100 mega-hiring fairs, an explanation of The Uniformed Services Employment and Reemployment Rights Act and how it protects civilian job rights and benefits for all veterans and especially disabled veterans, a toolkit for employers considering hiring a veteran, and many other benefits and services.</p> <p>For more information, <a href="#">click here to visit the DOL veteran's website</a>.</p> <p><b>Gold Card and My Next Move:</b> Post-9/11 veterans can download a Veteran Gold Card that entitles them to six months of personalized case management, assessments and counseling services at roughly 3,000 One-Stop Career Centers nationwide.</p> <p>In addition, the Labor Department launched an online tool, My Next Move for Veterans, where veterans can enter information about their military experience and skills to identify civilian careers that put that experience to use, the president explained. The site also offers information about salaries, apprenticeships, and other related education and training programs, officials said.</p> <p>Find out more about the Gold Card and My Next Move at <a href="http://www.dol.gov/vets/goldcard.html">http://www.dol.gov/vets/goldcard.html</a>.</p> <p><a href="#">Return to Table of Contents</a></p>
<p><b>Department of Veterans Affairs</b></p>	<p>The Department of Veterans Affairs (VA) strives to fulfill President Lincoln's promise "To care for him who shall have borne the battle, and for his widow, and his orphan" by serving and honoring the men and women who are America's veterans. The VA offers a broad range of programs and services. Eligibility for most VA benefits is based upon discharge from active military service under other than dishonorable conditions, and certain benefits require service during wartime. The "Federal Benefits for Veterans, Dependents, and Survivors" booklet, available at <a href="http://www.va.gov/">http://www.va.gov/</a> will introduce a Sailor to everything the VA can provide.</p> <p>In addition to its well know health care and burial and memorial services, the VA administers a variety of benefits and services that provide financial and other forms of assistance to Veterans, their dependents, and survivors. Major benefits include Veterans' compensation, Veterans' pension, survivors' benefits, rehabilitation and employment assistance, education assistance, home loan guaranties, and life insurance coverage.</p> <p>Visit <a href="http://www.va.gov">http://www.va.gov</a> for program details, FAQs, and other useful information!</p> <p><a href="#">Return to Table of Contents</a></p>

# TAB I: MISCELLANEOUS LINKS

<p><b>The Employer Partnership</b></p>	<p>The Employer Partnership (EP) was created as a way to provide America's employers with a direct link to some of America's finest employees – servicemembers and their families. Through the partnership, servicemembers can leverage their military training and experience for career opportunities in today's civilian job market with national, regional, and local EP. Hundreds of employers participate, including companies such as FedEx, BAE, and Starbucks.</p> <p>Similar to a recruiter, the EP uses Program Support Managers (PSMs) to assist servicemembers and their families in their quest for suitable employment. PSMs work as liaisons with human resources departments at employer partners and various other employers and agencies across the country. In addition, they post information about job fairs and events and work with servicemembers to refine their applications for employment, resume writing, and interviewing skills.</p> <p>This partnership facilitates the transition that comes with a leave of absence from the civilian workplace to serve the nation. With military training and deployment schedules, servicemembers and their families can better prepare for a leave of absence and employers are afforded a more predictable picture of their future staffing needs. Employers may also see potential cost saving in recruiting and training. This partnership is a win-win situation for service members, employers and the Nation as a whole. For more information on this great program and partnership, visit <a href="http://www.employerpartnership.org">www.employerpartnership.org</a>.</p> <p><a href="#">Return to Table of Contents</a></p>
<p><b>Veteran's Job Bank</b></p>	<p>The Veterans Job Bank powered by National Resource Directory provides Veterans with a central source for identifying Veteran-committed employment opportunities and assists America's employers in identifying qualified Veterans. A key part of the White House's ongoing commitment to improve access to employment opportunities for transitioning Service Members and Veterans, it facilitates access to hundreds of thousands of private-sector job openings specifically targeted at Veterans.</p> <p>Begin your job search by visiting the Veterans Job Bank at <a href="https://www.nationalresourcedirectory.gov/home/veterans_job_bank">https://www.nationalresourcedirectory.gov/home/veterans_job_bank</a></p> <p><a href="#">Return to Table of Contents</a></p>
<p><b>Food and Nutrition</b></p>	<p>Nation-wide nutrition programs are available to assist with providing healthy foods for families and individuals. Visit <a href="http://www.fns.usda.gov/fns/">http://www.fns.usda.gov/fns/</a> for more information and eligibility criteria.</p> <p><b>Supplemental Nutrition Assistance Program (SNAP)</b> is a nutrition assistance program for families and individuals to help buy nutritious food. Benefits include an electronic debit card to purchase food. Eligibility is based on household size, assets, income and certain living expenses.</p> <p><b>Woman, Infant and Children (WIC)</b> is a nutrition education, supplemental food, screening and referral service for low-income women, infants and children.</p> <p>WIC may be able to help you if:</p> <ul style="list-style-type: none"> <li>• You are pregnant, breastfeeding, or recently had a baby,</li> </ul>

<p><b>Food and Nutrition, cont.</b></p>	<ul style="list-style-type: none"> <li>• You have an infant or child under 5 years of age,</li> <li>• You have a low income or no income, and</li> <li>• You have a nutrition or health problem.</li> </ul> <p><a href="#">Return to Table of Contents</a></p>
<p><b>Verification of Military Experience and Training (VMET) and the military-to-civilian job translator MIL2FEDS</b></p>	<p>Men and women leaving military service bring a breadth of skills, experience, and knowledge in civilian careers.</p> <p>Learning how to translate military experiences and occupations will help hone the search for civilian jobs best suited for the veterans. The Verification of Military Experience and Training (VMET) website, <a href="https://www.dmdc.osd.mil/appj/vmet/index.jsp">https://www.dmdc.osd.mil/appj/vmet/index.jsp</a> helps veterans identify job skills, experience, training, and certifications gained while on active duty that may have application to employment in the civilian sector. VMET information may be used in building a civilian resume. The Mil2Feds website, <a href="http://mil2fedjobs.com">http://mil2fedjobs.com</a>, sponsored by the State of Maryland, serves as a military-to-civilian job translator, providing information to both applicants and hiring managers.</p> <p><a href="#">Return to Table of Contents</a></p>
<p><b>Thrift Savings Plan (TSP)</b></p>	<p>The Thrift Savings Plan (TSP) is a retirement savings and investment plan for Federal employees and members of the uniformed services, including the Ready Reserve. It was established by Congress in the Federal Employees' Retirement System Act of 1986 and offers the same types of savings and tax benefits that many private corporations offer their employees under 401(k) plans.</p> <p>The TSP is a defined contribution plan, meaning that the retirement income you receive from your TSP account will depend on how much you (and your agency, if you are eligible to receive agency contributions) put into your account during your working years and the earnings accumulated over that time.</p> <p>Find more information about the TSP program at <a href="http://www.tsp.gov">www.tsp.gov</a>.</p> <p><a href="#">Return to Table of Contents</a></p>