



Airman & Family Readiness Center MacDill AFB

Pre-Separation (PRESEP)
&
Transition Assistance Program (TAP)



Introduction

- The Transition Assistance program is, for the most part, driven by public law and Department of Defense (DoD) policy.
- Four federal agencies partner to deliver Transition Assistance; the Department of Defense (DoD), Departments of Labor (DoL), Veterans Affairs (VA), and The Dept. of Homeland Security (DHS).
- DoL's primary role is to provide the employment-focused TAP Workshop. VA is responsible for delivering Veterans Benefits Briefings, Vocational Rehab and the Disabled Transition Assistance Program (DTAP). The Department of Defense (i.e., your!) primary responsibility is the delivery of pre-separation counseling and Overall Coordination. The USCG falls under DHS.
- Pre-separation Counseling is a **must** for military members and is arguably the most critical facet of Transition Assistance. As the first service rendered, it provides an overview of the entire program and numerous resources. Do it competently and you will be well on your way to a successful transition.

Introduction, Section I-Privacy Act Statement

- The purpose of the PRESEP Briefing is to record services and benefits requested by and provided to service members (via DD Form 2648) and to identify pre-separation counseling areas of interest as a basis for developing an **Individual Transition Plan (ITP)**.
- Title 10, USC 1142, requires that the DD Form 2648 be completed NLT 90 days prior to retirement or separation.
- In an effort to continue to provide the quality service you are accustomed to, we also wanted to advance our product by placing its contents on your very own CD. Our TAP CD consolidates the many paper products into a simple and single source that you can easily carry with you. We hope you enjoy our change and we welcome any and all feedback.

Section II, Items 1 - 9a, and Section III,

- **IDENTIFY YOUR MILITARY STATUS, ACTIVE, RESERVE, GUARD, USAF, ARMY, NAVY, USMC**
- Complete items 1-9.a.
- If you have **less** than 90 days remaining on active duty (Item 8a), Section VI, Item 27 must be completed.
- **Read Section III**, do you understand or have any questions?

“NOTE”

- **We are not an expert on personnel, education, legal, veterans benefits, or health benefits issues. Changes in law, policy and procedures in those areas are constantly occurring.**
- **During the briefing you will be provided the contact information to the experts in those key areas. Ensure you have them before you leave.**

Section IV, 10 - 25

- Please indicate (by checking YES or NO) whether you (or your spouse if applicable) desire counseling for the following services and benefits. All benefits and services checked YES should be used in developing your ITP. The following services and benefits are available to all Service members, unless otherwise specified.

Section IV, 10. Effects of a Career Change

- Changing careers is a **stressful** undertaking; A loss of identity, the civilian world for the most part does not recognize military titles and ranks. Finding a new career can be emotional and stressful, the key is to develop a PLAN (ITP)
<http://www.mynextmove.org/>
- Interest and skills inventory:
 - Education Center; DISCOVER / Myer-Briggs (MBTI)Onet career tools - <http://www.onetcenter.org/tools.html>
- Coping techniques: **Have a Plan (ITP)**, Get organized, set goals, physical exercise, get going, DO NOT PROCRASTINATE, keep a positive attitude and keep the family involved.
- **Resources:** AFRC (828-2721), Chaplain, VA, Vet Centers, **MFLC**, Base agencies, Military OneSource
www.militaryonesource.com, 1-800-342-9647

Section IV, 11a-l. Employment assistance

- (a). TAP workshops (see cover sheet of registration form) & AFRC classes; content, schedule, to register complete registration form or contact the AFRC at 828-2721 www.macdillfrc.com
 - *UJS Interactive workbook
www.nlc.ucdenver.edu/ujsworkbook
 - DOD Career Decision Toolkit
 - One on One Career Coaching

- (b). DD Form 2586 (Verification of Military Experience and Training) **DCDM 1-800-727-3677** (Reset Pin - myPay Call Center 1-888-332-7411)
https://www.dmdc.osd.mil/vmet/owa/vmet_web_display.login

Section IV, 11a-l. Employment assistance

- (c). Civilian Occupations Corresponding to Military Occupations/Military to Civilian Conversion/ONET
 - <http://online.onetcenter.org/>
- Identifying a new career;
 - <http://www.mynextmove.org/>
- DoD Job Search Web site: Conduct job search, post resume, employers can search for applicants. <http://www.jobcentral.com> and www.military.com/careers

Section IV, 11a-l. Employment assistance

- 11(C)1. Licensing, Certification and Apprenticeship Information
 - Many military specialties require certification or licensing to perform the same job in the civilian world. Some of the more common are information technology, telecommunications jobs, most specialties in the medical and aviation fields, and most types of engineers and mechanics. Many members depart the military only to find they are not prepared to enter into the civilian workforce.

 - (a) Department of Labor
 - http://www.careerinfonet.org/certifications_new/cert_search_occupation.aspx
 - (b) U.S. Army Credentialing On-line <https://www.cool.army.mil>
 - (c) U.S. Military Apprenticeship Program <https://www.cnet.navy.mil/usmap>
 - (d) DANTES – Education Center 828-3115 http://www.dantes.doded.mil/dantes_web/danteshome.asp
 - (e). Navy Cool Websites www.cool.navy.mil

Section IV, 11a-I. Employment assistance

- Additional Employment Assistance

www.taonline.com/ticpages/

www.military.com/transition

America Corporate Partners (ACP) www.acp-usa.org
(Mentoring Program)

Section IV, 11a-l. Employment assistance

- 11(d). TurbTAP.org www.turboTap.org
 - (1). Employment Hub
http://www.turbotap.org/portal/transition/resources/Employment_Hub
 - (2). Hire Vets First www.hirevetsfirst.dol.gov/
 - (3). State Job Boards
www.dod.jobsearch.org – state job banks
 - (4). DOL REALifelines (Recovery & Employment Assistance Lifelines) 1-866-487-2365
www.dol.gov/vets/REALifelines

Section IV, 11a-l. Employment assistance

- 11(e). Public and Community Service Opportunities
www.turboTAP.org/portal/transition/lifestyles/Employment/Public_and_Community_Service_PACS_Registry_Program
 - www.nationalservice.gov
- 11(f). Teacher and Teacher's Aide Opportunities/Troops to Teachers <http://www.proudtoserveagain.com>
Education Center at 828-3115
DANTES Troop to Teachers 1-800-231-6242

Section IV, 11a-l. Employment assistance

- 11(g). Federal employment opportunities:
 - 1. <http://www.usajobs.gov>
 - 2. <http://www.go-defense.com>
 - 3. Veterans Point preference: five / ten point preference
 - <http://www.fedshirevets.gov/job/vetpref/index.aspx>
 - 4. Veterans Federal Procurement Opportunities
 - www.fbo.gov
 - www.crr.gov
 - www.sba.gov

Section IV, 11a-l. Employment assistance

- 11(g). Federal employment opportunities:
 - 5. Special Hiring Authority
 - The Veterans Recruitment Appointment (VRA)
 - 30 percent or more Disabled Veterans
 - Veterans Employment Opportunities Act (VEOA)
 - Direct Hire
 - www.opm.gov

Section IV, 11a-l. Employment assistance

- 11(h). Hiring Preference in Non-Appropriated Fund (NAF) jobs (Eligible Involuntary Separatees)
 - Those separating with an SPD code that confers TAP benefits that they (or a family member) may receive a one-time preference for non-appropriated fund jobs.
 - Found in block 26 of the DD Form 214, narrative found block 28.
 - NAF jobs are found on military installations, at DOT and VA, contact NAF 828-2911 or go to <http://www.nafjobs.org/viewjobs.aspx>

Section IV, 11a-l. Employment assistance

- 11(i). State Employment Agencies / Onestop Centers

- www.servicelocator.org

Veterans receive special consideration and priority for referral, testing, and counseling from state employment offices.

- Disabled Veteran Outreach Program (DVOP) specialist.
- Local Veterans' Employment Representative (LVER).

Section IV, 11a-l. Employment assistance

- 11(i) 1. Career One Stop Centers
 - Career One Stop Center are designed to provide a full range of services and assistance.
www.careeronestop.org/ReEmployment/
 - Contact/location information: www.servicelocator.org
 - Services Provided
 - Labor Market Information (www.acinet.org)
 - Youth Programs
 - Vocational Rehabilitation
 - Job Services
 - Unemployment
 - ESOL, English as a Second Language
 - GED, Training/OJT (WIA), educational programs
 - Resource Center, variety of classes, sponsors career fairs
 - Professional Network group
 - A&FRC Discovery Center (Job announcement books)

Section IV, 11a-l. Employment assistance

- 11(i) 2. Workforce Investment Act (WIA) / (VWIP)
 - Separating or retiring members may be eligible for training and assistance in finding a job under the WIA. Anyone interested in seeking services under the WIA should contact the local state employment office.
 - <http://www.careeronestop.org/WiaProviderSearch.asp>

Section IV, 11a-l. Employment assistance

- 11(j). Information concerning veterans small business ownership and entrepreneurship.
 - 1. Small Business Administration
www.sba.gov/aboutsba/sbaprograms/ovbd/ and
www.score.org SBA Patriot Express Loan
 - www.sba.gov
 - SBA has special, established loans and Surety Bonding programs for Veterans and Reservist, government procurement programs.
 - SBA's programs now include financial and federal contract procurement assistance, management assistance
 - The Service Corp of Retired Executives (SCORE) are the "Counselors of America's Small Business Owners" is a national association dedicated to helping small business owners form and grow their businesses.
 - The Patriot Express Loan is designed to support and assist those in the military community wanting to establish or expand their small businesses, Loans are available to business where the veteran is at least 51% owner, up to \$500.000.

Section IV, 11a-l. Employment assistance

- 11(j) 2. National Veterans Business Development Corporation www.veteranscorp.org
 - The N.V.B.D.C is a congressional mandated program which started in 2001 to achieve compliance with the three percent goal of procurement for disabled veterans

Section IV, 11a-l. Employment assistance

- 11.k. Uniformed Services Employment and Reemployment Rights Act (USERRA)
 - (USERRA) clearly establishes reemployment and discrimination protection. Basic eligibility includes:
 - Character of discharge
 - Initial obligation/duration of service
 - advance notice
 - and timely reapplication
 - Time frame
 - Less than 31 days (must return at beginning of the next schedule work period)
 - More than 30 days but less than 181 (apply for reemployment within 14 day of separation)
 - More than 180 days (submit within 90 days of separation)
 - Veteran's Employment and Training Services (VETS), provide assistance for service connected problems with their civilian employment. www.dol.gov/vets <http://esgr.org> (Employer Support for Guard and Reserve)

Section IV, 11a-l. Employment assistance

- 11.l Priority of service
 - Priority of service (POS) means that you, as a veteran and eligible spouses are given priority over other non-covered (or ineligible) persons for any Dept. of Labor Funded programs.
 - Website www.servicelocator.com

Section IV, 12a-b. Relocation assistance

- **12 (a). Permissive TDY (PTDY) and Excess Leave.**
 - Retirees and members separating with an SPD code that confers transition benefits may take up to 20 days PTDY for job hunting, house hunting, or other transition / relocation activities.
 - Granting PTDY (or excess leave) is subject to mission requirements and unit commander approval. PTDY may be taken all at once or in increments, except for disability retirement or separation in which time constraints dictate that it is taken all at once or not at all
 - Individuals who are eligible include:
 - Members who involuntarily separated under honorable conditions
 - Retired individuals
 - Members who are being discharged for medical reasons
 - Contact your unit for additional information.

Section IV, 12a-b. Relocation assistance

- **Excess Leave.** Excess leave is granted for personal emergencies over and above the amount the member can earn before discharge, separation, or retirement. The total amount of accrued, advance, and excess leave cannot exceed 30 days for any one period of absence. Excess leave is a no-pay status; therefore, entitlement to pay and allowances and leave accrual stops on the member's first day of excess leave
- **Terminal Leave.** Terminal leave is chargeable leave used in conjunction with separation or retirement processing when a member desires to be absent on the last day of active duty. A member often uses this leave to accept employment that starts before his or her date of separation or retirement

Section IV, 12a-b. Relocation assistance

- 12(b). Travel/Transportation allowances
 - Separating members are authorized travel and transportation allowances from the last duty station to home of record (HOR) or placed entered active duty (PLEAD)
 - Separated members must complete travel and or turn over HHG within 180 days
 - Retirees and certain involuntary separatees (8 years of continuous active duty) are authorized travel and transportation allowances from the last duty station to home of selection (HOS) or placed entered active duty (PLEAD)
 - Retirees must complete travel and move within one year of retirement

Section IV, 12a-b. Relocation assistance

- Under certain conditions, they may be eligible to apply for an extension by contacting the Transportation Management Flight (TMF). **Entitlements vary for all other individuals.** They should contact the TMF for clarification.
- DLA is not authorized

Section IV, 12a-b. Relocation assistance

- Department of Defense Dependents School Extension
 - Subject to Status of Forces Agreement Overseas and provided that the child has completed the 11th grade by the service members date of separation, extensions may be granted for those being involuntary separated

- Extended Housing Allowance
 - Eligible involuntary separatees, or Selected Early Retirement Board (SERB) retiree may request a military housing extension for up to 180 days after separation, space permitting

Section IV, 12a-b. Relocation assistance

- Base Relocation Assistance Program (RAP), can assist and provide information about many communities across America.
 - Housing market
 - Local wages
 - Labor Market
 - Travel expenses
 - Schools
 - Resources: Transportation Office (828-2600), Finance (828-5318), AFRC, Travel Allowance:
 - www.militaryonesource.com
 - <http://www.move.mil/home.htm>
 - www.defensetravel.dod.mil

Section IV, 13. Housing Counseling Assistance

- 13. Contact information for Housing Counseling Assistance
 - Military housing, rental property
 - Arrange a time for pre-inspection and cleaning
 - Notify landlord as soon as possible, contact the Housing Office if you have any problems that arise in conjunction with your military separation
 - HUD
 - Avoiding foreclosure
 - Financing home improvements
 - Buying and selling a home

<http://portal.hud.gov/portal/page/portal/HUD>
1-877-424-3838
 - The HUD Veteran Resource Center (HUDVET)
 - Has a wide variety of HUD homeless assistance programs and service for veterans 1-800-998-9999

Section IV, 14, a-c. Education / Training

- 14(a). Education Benefits (Montgomery GI Bill, Veterans Educational Assistance Program, Vietnam-era, etc.) <http://www.gibill.va.gov> or call 1-888-442-4551 or the Education Center at 828-3115

Email address for communication with U.S. Dept. of Veterans Affairs
Education Office – www.gibill2.va.gov

Transferability Directive – www.dtic.mil/whs/directives

National Association of State Approving Agency –
727-319-7401, State Florida

www.nasaa-vetseducation.com

Section IV, 14, a-c. Education / Training

- Base Education Office: 828-3115
 - Application for the Evaluation of Learning Experiences During Military services, or DD Form 295

- SMART, AARTS AND CCAF
 - The American Counsel on Education:
 - www.acenet.edu
 - Army: <https://aartstranscript.army.mil/>
 - Marine / Navy: <https://smart.navy.mil>
 - Air Force: www.au.af.mil/au/ccaf/

Section IV, 14, a-c. Education / Training

- 14(b). US Department of Education Federal Aid Program
 - The Federal Aid program includes grants, loans and work-study programs
 - www.FederalStudentAid.ed.gov
 - Veteran Upward Bound Program is design to help veterans refresh their academic skills
 - www.navub.org
 - **Application for Federal Student Aid**
www.fafsa.ed.gov/index.htm

Section IV, 14, a-c. Education / Training

- 14(c). Additional education or training options.
 - Tuition assistance
 - Testing
 - Financial aid
 - Scholarships
 - College / distance learning
- Student Veteran of American
 - Peer-to-peer networks for veterans
 - www.studentveterans.org

Section IV, 15, a-b. Physical and Mental Health Well-Being

- 15(a). Healthcare and Mental Health Services
 - DoD Mental Health Self Assessment Program
 - A volunteer and anonymous program offered online, by the phone and through special events
 - Self assessments are available for depression, bipolar, alcohol use, post traumatic stress disorder (PTSD) and generalized anxiety disorder
 - Department of Veteran Affairs
 - A combat veteran can receive enhanced enrollment placement for five years after the date you leave service
 - 1-800-827-1000 OR WWW.VA.GOV
 - www.health.mil/inTransition/default.aspx

Section IV, 15, a-b. Physical and Mental Health Well-Being

- 15(a). 1. Transitional Healthcare Benefit / TRICARE
 - 180 days extended military medical and limited dental benefit. This applies to those who: www.tricare.mil/mybenefit
 1. Involuntary separated with an SPD code that conveys TAP benefits
 2. Member of the Reserves separated from active duty after serving more than 30 days in support of a contingency operation
 3. Separate subsequent to being involuntarily retained (**Stop Loss**) in support of a contingency operation.
 4. Separate subsequent to completing a voluntary extension of less than one year in support of a contingency operation. (NEED a TA ID Card)
 5. Person must be receiving sole survivor discharge
 6. Separating from active duty to become a member of the selected reserves of the ready reserves of a reserve component
- Family member must be enrolled in DEERS
- Dental coverage during TAMP, one time dental care, must apply within 90 days after separation
- TRICARE Dental Programs

Section IV, 15, a-b. Physical and Mental Health Well-Being

- Medical care for Retirees
 - Prime
 - Extra
 - Standard
 - For Life

- TRICARE prime coverage continues as long as the sponsor and family members re-enroll in TRICARE Prime, you will be provided with a list of Primary Care Managers, do your homework (800-444-5445)
 - <http://www.tricare.osd.mil/> - www.humana-military.com

Section IV, 15, a-b. Physical and Mental Health Well-Being

- 15 (a)2. VA Health Administration
 - VA's Disability compensation is a tax free benefit paid to a veteran because of injuries or diseases that happened on active duty, or were made worse by active duty service
 - The veteran must have been discharge under conditions other than dishonorable and SERVE FOR 24 MONTHS OF CONTINUES SERVICE
 - VA Pension
 - All veterans are potentially eligible for VA health care, you should attend the VA benefits briefing for additional information

Section IV, 15, a-b. Physical and Mental Health Well-Being

- 15 (a)3. VA Vet Center
 - Vet centers are known for their quality, confidential readjustment counseling services to assist you and your family toward a successful post-war adjustment. Counseling services include; depression, PTSD, Anxiety, couple and family difficulties, military sexual trauma counseling. The Vet Center also offers bereavement counseling
 - There are specific eligibility requirements to receive services
 - Vet Center locations and additional eligibility criteria www.va.gov/rcs Local number: 813-228-2621

Section IV, 15, a-b. Physical and Mental Health Well-Being

- 15a (4) State and Local Health Care and Mental Health Services
 - Often a state's public health administrative is combined with the provisions of social services
 - Social services websites may include information and programs dealing with welfare, early childhood development, foster parenting, poverty, juvenile delinquency, sex offenders and aging

www.statelocalgov.net

Section IV, 15, a-b. Physical and Mental Health Well-Being

- 15 (b) Health care and other benefits by the secretary of Veterans Affairs
 - TRICARE prime coverage continues as long as the sponsor and family members re-enroll in TRICARE Prime, you will be provided with a list of Primary Care Managers, do your homework (800-444-5445)
<http://www.tricare.osd.mil/> - www.humana-military.com
 - Delta dental

Section IV, 15, a-b. Physical and Mental Health Well-Being

- 15 (b)1. VA Health care and other benefits by the secretary of Veterans Affairs
 - Eligibility for most veterans, based on active duty service
 - The VA provides a one time dental care for veterans who apply within 90 days after separation.
 - You will not receive dental care if the military provided a dental examination and treatment within 90 days prior to your separation
 - Discharged other than dishonorable conditions

- 15 (b)2. VA Dental Care
 - Outpatient dental benefits are provided by VA according by law – 1-877-222-8387

Section IV, 16, a-i. Health and Life Insurance

- 16(a). Continued Health Care Benefits Program
 - Individuals who lose TRICARE eligibility or other coverage under the military health system are eligible for temporary coverage in the Civilian Health Care Benefits Program (CHCBP). Bridge Insurance
 - Many employer programs require continues health care coverage or may deny coverage for pre-existing conditions
 - Must enroll and pay premiums within 60 days after separation
 - TRICARE Customer service 1-800-444-5445
 - www.humana-military.com

Section IV, 16, a-i. Health and Life Insurance

- 16(b). Veteran Group Life Insurance (VGLI)
 - This post-separation insurance provides for conversion of Service members' Group Life Insurance (SGLI) to 5-year renewable term insurance. Multiples of \$10,000 up to \$400,000 (can only cover the current amount)
 - SGLI will cover you for the first 120 days after separation
 - Submit application SGLI 8714 within one year and 120 days from discharge. If submitted 120 days prior to separation you do not need to submit proof of good health
 - Specific information can be found at VA Insurance Web Site: <http://www.insurance.va.gov>

Section IV, 16, a-i. Health and Life Insurance

- 16 (c). Service Members' Group Life Insurance (SGLI)

- There is a SGLI Disability Extension that allows the member who are totally disabled at time of discharge
- No cost for up to two years after military service
- Available coverage in \$50,000 increments up to the maximum of \$400,000

www.insurance.va.gov/sgliSite/SGLI/sglidisabled.htm

Section IV, 16, a-i. Health and Life Insurance

- 16(d). Traumatic Injury Protection under (TSGLI)
 - The TSGLI program is known as a “rider” to the Servicemember Group Life Insurance (SGLI)
 - This benefit is also provided retroactive if incurred severe losses as a result of a traumatic injury in Operation Enduring Freedom or Iraqi Freedom – Oct 7, 2001 – Dec 1, 2005
 - TSGLI payments range from \$25,000 - \$100,000
 - Office of Servicemembers” Group Life insurance – 1-800-419-1473

Section IV, 16, a-i. Health and Life Insurance

- 16 (e). Family Servicemembers' Group Life Insurance (FSGLI)
 - This program extends coverage to spouses and unmarried dependent children of members under SGLI
 - FSGLI provided life insurance protection only in the case of death
 - Maximum of \$100,000 with increments of \$10,000 and \$10,000 for dependent children
 - Can be converted to commercial insurance policy, time frame 120 days from date of separation

Section IV, 16, a-i. Health and Life Insurance

- 16 (f). Service Disabled Veterans Life Insurance (S-DVI)
 - Policies are issued for a maximum amount of \$10,000 if you meet one of the following 4 criteria:
 - You were released from active duty under other than dishonorable conditions
 - You were rated for a service-connected disability (even if only 0%)
 - You are in good health except for any service-connected conditions
 - You apply within 2 years from the date VA grants you new service-connected disability
 - Under certain conditions, the basic S-DVI policy provided for a waiver of premiums if the veteran has a total disability - \$20,000

Section IV, 16, a-i. Health and Life Insurance

- 16 (g). Veterans' Mortgage Life Insurance (VMLI)
 - The VMLI is a mortgage life insurance program designed to pay of the members home mortgages of disabled veterans, services members in the case of death
 - VMLI provides coverage up to \$90,000
 - The amount of the coverage will equal the amount of mortgage still owed
 - You must be a recipient of the Specially Adapted Housing Grant from the VA to be eligible
- 16 (h). VA Life Insurance www.insurance.va.gov
 - For more information on insurance benefits you have earned and available to you and your family attend the VA Briefing ⁴⁹

Section IV, 16, a-i. Health and Life Insurance

- 16 (i). Transitional Health Care Benefits
 - The best way to determine your health care benefits is to visit your local TRICARE Office or to attend the briefing on the 4th day of TAP

Section IV, 17, a-e. Financial Management

- 17 (a). Financial Management (TSP, Retirement, SBP) Provide members Personal Financial Management (PFM) assistance and information concerning Air Force Aid loans and grants. As necessary, refer members to PFM subject matter expert at the AFRC. **SPENDING PLAN**
- http://www.turbotap.org/portal/transition/resources/Financial_Calculators
 - Military Compensation: (TurboTAB)
 - <http://www.defenselink.mil/militarypay/index.html>
 - TSP Calculator: <http://tsp.gov/calc/index.html>
 - Must begin receiving payments by the following year they become 70 1/2
 - www.tsp.gov Thriftline – 1-877-968-3778
 - The Survivor Benefit Plan Explained: <http://www.military.com/benefits/survivor-benefits/survivor-benefit-plan-explained>
- **SBP – USAF 828-2503,
Army - Mr. Ernest Smith, 828-0163, Others, personnel office**

Section IV, 17, a-e. Financial Management

- 17 (b). Separation pay. Members may be eligible for separation pay depending on their SPD code. However, there is **no** correlation between separation pay and transition benefits (MPF 828-2477, PSST 828-2710, PSD 828-3244, MPAC 828-5573, PERSRU)
 - General eligibility: 1. Finish first term of enlistment 2. At least 6 years of service 3. Separating involuntarily 4. Not yet eligible for retirement 5. Not separating under adverse conditions
 - Service members may also be eligible for final pay: earned entitlements and pay for accumulated leave, also responsible for any debt owed
 - Contact personnel office and look for SPD codes that confer transition benefits
 - Title 10, Chapter 59, section 1174 – Involuntary Discharge or Release from Active Duty

- 17 (c). Unemployment compensation. Unemployment Compensation for ex-service members is referred to as UCX. Members separating or, in some cases, retiring may qualify for unemployment compensation.
 - www.servicelocator.org/UI_Filing_Assistance.asp

Section IV, 17, a-e. Financial Management

- 17 (d). General Money Management
 - Establish a Transition Fund or Emergency Fund account, 3-6 month of living expenses
 - Establish financial goals
 - Debt Management – money in vs.. money out
 - Obtain a copy of your credit report
 - www.annualcreditreport.com
 - **AFAS / AER emergency assistance,**

Section IV, 17, a-e. Financial Management

- 17 (e). Personal Savings and Investments

- There are four common types of investments:

1. Bonds, U.S. savings Bond
2. Certificate of Deposit, or CD = 2-5%
3. Stocks
4. Mutual Funds

1. For more information consult a financial specialist or go to:

1. www.saveandinvest.org

Section IV, 18 Reserve Affiliation

- (18.) Reserve Affiliation
 - You may not be recall, but for all enlisted, when you first joined the military, if this is your first enlistment, you agreed to serve a total of 8 years
 - Any part not covered on active duty must be served in a Reserve Component:
 - Selected Reserves
 - Inactive National Guard
 - Individual Ready Reserves (IRR)
 - All separating members should contact their Guard and Reserve recruiters for full explanation of benefits. Contact:
<http://www.afrc.af.mil> or 1-800-257-1212 and/or 828-3059,
<http://www.ang.af.mil> or 1-800-TOGOANG
 - Air Force Reserve POC: Kevin Roman, 828-5996,
kevin.roman.2@us.af.mil

Section IV, 19 The Department of Veterans Affairs (VA)

- Do you want to attend the VA Benefits Brief?
 - Complete the TAP Workshop Registration form and selected VA Briefing only
 - Register for E-benefits at www.ebenefits.va.gov
 - A catalog of links to other sites that provide information about military and Veterans benefits
 - A personalized workspace called *mybenefits*
 - You can apply for benefits, download your DD214 and view your benefits status
 - Other financial assistance. VA loans, Small Business Administration (SBA) loans, and other government grants and loans. www.homeloans.va.gov
 - Veterans Vocational rehabilitation & Employment (VR&E)
 - Must have at least 20% service connected disability

Section IV, 20 a.- c. Disabled Transition Assistance Program

- 20 (a). Disabled Transition Assistance Program (DTAP)
 - Veterans Benefits Briefing; TAP workshop or online at www.va.gov
 - (a.) Disabled Transition Assistance Program (DTAP). This program provides members who are separating or retiring for medical reasons (as well as those who believe they may have a disability). Additional information can be found at www.vetsuccess.gov
 - This is an employment program

Section IV, 20 a.- c. Disabled Transition Assistance Program

- 20 (b). VA Disability Benefits

- (b). VA Disability Benefits. Any veteran who receives a service-connected disability from an injury or disease incurred or aggravated during active military service in the line of duty may receive VA medical care on a mandatory basis at no cost to the veteran.

http://www.va.gov/health_benefits/

Section IV, 20 a.- c. Disabled Transition Assistance Program

- 20 (c). Benefits Delivery at Discharge and Quick Start
 - **Discharge program MacDill Clinic 827-9619**
<http://www.vba.va.gov/predischarge/>
 - Obtain a copy of Medical records
 - Submit VA Form 21-526 and medical documentsWindow is 60-180 days prior to discharge
 - Quick Start
 - Window 1-59 Days prior to discharge
 - Contact your local Veteran Service Officer after discharge
 - <http://www.floridavets.org/organization/cvso.pdf>

Section IV, 21 State Veterans Benefits

- These additional benefits may include:
 - Educational grants and scholarships
 - Special exemptions or discount on fees and taxes
 - Home Loans
 - Veteran's homes
 - Free hunting and fishing privileges
 - And more
- State Veteran's Benefits Directory:
<http://www.military.com/benefits/veteran-benefits/state-veterans-benefits-directory>

Section IV, 22

- Two year Commissary and Post Exchange Privileges (Eligible Involuntary Seperatees)
 - Service members who are involuntary separated during the period beginning Oct 1, 2007 and ending Dec 31, 2012 can continue to use benefits during the two year period
 - Service members who, upon separation, will be entitled to a DD Form 2 “Armed Forces of the United States Geneva Convention ID” (Reserve) or DD Form 1173-1 “Department of defense Guard and reserve Family Member ID are permitted to use the MWR facilities
 - Those who live in a foreign country may lose all benefits

Section IV, 23 Legal Assistance

- Legal Assistance office services
 - Power of Attorney
 - Review contracts, debit / credit
 - Problems, Landlord/tenant issues
 - Tax laws
- Servicemembers' Civil Relief Act
 - <http://usmilitary.about.com/od/sscra/l/blscramenu.htm>
- Retirees can use the installation legal and financial offices on space availability

Section IV, 24

- Post Government (Military) Service Employment Restriction Counseling
 - All DOD personnel who leave federal service for the private sector must be given guidance on the relevant employment restrictions as part of their out-processing. (Legal Office)
 - Officers and Enlisted working with federal contractor while on Terminal Leave
- See legal Office 828-4422

Section IV, 25 Individual Transition Plan

- 25 (a). Returning to civilian life is a complex undertaking. FSCs, MPFs, ESOs, and others can help, but only the member and his/her family can make the critical decisions that must be made. A good start is the development of a comprehensive ITP which can serve as a game plan for successful transition. **It's the members responsibility**
- 25 (b). Do you or your spouse (if applicable), desire assistance in developing an ITP. **Check appropriate box. If yes, contact the AFRC at 828-2721 to schedule an appointment with a counselor or go online to www.turboTAP.org**

Additional Information

- Combat Duty Grant for homeowners who have been in a combat zone for a total of 45 days this year (just need 2 months of your LES that show combat pay). Once submitted to the VA office (off of Falkenburg Road, it takes about 60 days to receive your check, more than likely \$1500).
- This is an annual deal the county votes on this grant each year, and could go away next year but it's been funded for this year.
- <http://www.hillsboroughcounty.org/veteransaffairs/combatdutygrant/>

Additional Information

- DD214
 - Check for completeness and accuracy
 - Keep in safe place the #4 copy
- Retiree Activities www.retirees.af.mil
- Retiree Pay Matters www.dod.mil/dfas/

Section V, 26 a-b. Language Skills/Regional Expertise

- 26 (a)-b). Select One

[Section VI, 27]

- Select the appropriate box if your counseling was conducted 89 days or less before my separation or retirement because?

Section VII, 28 Out-Processing

- Collect CENTCOM out processing checklist from J1 (IPC) Bldg 3072, 10 days prior to your last day.
- Obtain a letter of release from your directorates signed by an O-6 or above.
- Ensure you have attended TAPS/ACAP or received DD Form 2648 (PRESEPARATION COUNSELING CHECKLIST) from the Airmen & Family Readiness Center (required for the final out @ Army Personnel Processing Center – DD form 214).

Section VII, 29 Out-Processing

- Leave verification DA Form 481 (RC Leave Computation worksheet) is required.
- Upon receipt of your DD Form 214 and clearance of Finance you must return to the IPC with the complete out processing checklist.
- SSO will collect your Security badge.
- SSO will debrief SM and escort out the building.
- NIPR/SIPR accounts will be terminated.

Conclusion 28 a-d.

- Questions.....?
- Review DD Form 2648
- Sign form, return to facilitator
- Do not leave until you get your copy
- Sign-up for the TAP workshop
- If you would like to be a member of our MacDill Transition Program Networking Group, sign up via linked-in.

Good luck on your transition