

FISCAL YEAR 2019 FULL TIME SUPPORT
AVIATION DEPARTMENT HEAD RETENTION BONUS
PROGRAM INFORMATION

1. Introduction

The Department of the Navy authorizes Aviation Bonuses (AvB) as a supplement to Aviation Incentive Pay (AvIP) to enhance retention of career-minded aviation officers. The intent of the Full Time Support (FTS) Aviation Department Head Retention Bonus (ADHRB) is to retain aviation officers beyond their FTS Department Head (DH) assignment. Commanding Officers (CO) shall encourage qualified aviators to submit applications for the FTS ADHRB. COs must ensure that the information provided in the officer's application is complete and accurate, that the officer meets all eligibility requirements, and that no action is pending that may result in the officer being ineligible for the ADHRB. COs must provide a positive endorsement for each FTS ADHRB application.

2. Contract Terms

The FY-19 FTS ADHRB offers eligible officers an incentive for three or five payments per the officer's aviation community and incurring an obligation based on which contract option (below) is accepted.

Options in contract options:

- a. 5-year early commitment: If an officer's ADHRB contract is received by PERS-46 prior to that officer completing 12 months of the DH's initial FTS DH tour (training and redesignation complete), then that officer's first payment will be approved on the 1-year anniversary of the officer's time in the squadron. The five-year FTS ADHRB obligation period obligates the officer through a follow-on DH tour (up to 36 months) or his/her 15th year of commissioned service, whichever is later.
- b. 3-year standard: If an officer's ADHRB contract is received after the officer has completed 12 months of the DH's initial FTS DH tour (training and redesignation complete), then that officer's FTS ADHRB obligation period begins on the date of contract approval by PERS-46. The three-year contract obligates the officer through a follow-on DH tour (up to 36 months) or his/her 15th year of commissioned service, whichever is later. The rates are locked from the applicant's first year of eligibility, so there is no need to "wait and see" if rates increase in future years.
- c. 5-year standard (offered 2019 only): If an officer is currently serving in a DH tour and is beyond the 12 months required for the 5-year early commitment, he/she may elect to take the 5-year standard. The five-year contract obligates the officer to the full five years after contract approval from PERS-46, which may be two tours after DH tour is complete.
- d. 3-year restructure (offered 2019 only): If an officer took the FY-18 FTS ADHRB and served as a DH in the squadron after 01 October 2018, he/she is eligible for a restructure under the 2019 rates, if different. The three-year contract begins the date PERS-46 approves the new contract.

Total FTS ADHRB contract amounts are:

HM	\$25,000/year
HSC	\$25,000/year
HSM	\$15,000/year
HT	\$15,000/year
VAQ	\$35,000/year
VFA/C	\$35,000/year
VP/VUP	\$25,000/year
VR	\$35,000/year
VT(J)	\$35,000/year
VT(P)	\$25,000/year

3. Payment Program

FTS ADHRB payments will be paid by direct deposit. AvB installments are never tax-free, regardless of the individual's location upon receipt of initial payment or anniversary installments.

4. Timelines

As of the date of this memorandum, applications will be accepted by PERS-4327. Applications must be received by PERS-4327 by 10 September 2019. Applicants who are not ADHRB eligible until after 10 September 2019 must submit their applications by 10 September 2019, but the application will not be processed until the applicant's eligibility date. ***Applications for the FY-19 FTS ADHRB will not be accepted after 10 September 2019.***

5. Eligibility

Aviators must have completed their Active Duty Service Obligation (ADSO) for undergraduate flight training and not be obligated under a current AvB agreement. Applicants must have completed 12 months assigned to an aviation DH billet deemed qualifying by PERS-46. Mobilized and temporarily recalled reserve officers are not eligible for AvB.

a. By law, AvB contracts may not extend beyond 25 years of aviation service (YAS). Therefore, aviators must not have exceeded 22 YAS at time of AvB approval by PERS-46.

b. Aviation officers in a one-time failure of selection (FOS) status for promotion to the next higher pay grade are eligible to apply for the FTS ADHRB. Aviation officers in a two-time FOS status on the Reserve Active Status List (RASL) are not eligible to apply. If an officer's promotion is being held in abeyance, his or her bonus application will be held until final adjudication is officially promulgated.

c. Applicants for this program must be FTS Unrestricted Line (URL) aviators with a 1317 or 1327 designator.

d. FTS ADHRB applicants must be a Lieutenant (O-3) or Lieutenant Commander (O-4) and must not have been selected to the rank of Commander (O-5).

e. An officer who has been selected for and has accepted transfer to a designator other than 1317 or 1327 is not eligible to apply for FTS ADHRB. An officer who has applied for or been selected for lateral transfer, but has not yet accepted, and subsequently signs an FTS ADHRB contract, becomes ineligible to transfer or change designator until after completion of FTS ADHRB obligated service.

f. Applicants must have completed an operational squadron tour (active or reserve component) as a designated pilot or NFO of at least thirty-months duration.

g. DHs not on contract who served as DH in a squadron billet between 1 October 2018 and the FY-19 FTS ADHRB Program NAVADMIN release date are eligible to apply for option 2(b) for a limited time. This includes those that were not eligible last year due to increased O-5 in-zone promotion board. These signed contracts must be received by PERS-4327 within 30 days of NAVADMIN release.

h. Aviation officers who received the FY-17 ADHRB or prior are not eligible for this ADHRB.

i. Officers who have received an ADHRB from the active component are allowed to apply for the FTS ADHRB as long as they meet all requirements in this enclosure.

j. Applicants must remain in an aviation designator (1317/1327) throughout the full period of AvB obligation.

k. Applicants must be favorably recommended by their CO or reporting senior.

l. Effective date of ADHRB contract will be based on the one-year anniversary date of the applicant in the squadron (redesignation and platform training complete). If the request is after the first year of the applicant in the squadron, the contract begins on the date the application is approved by PERS-46.

m. All requirements for ADHRB participation delineated in OPNAVINST 7220.9 apply. Final determination of an officer's FTS ADHRB eligibility shall be determined by PERS-46.

6. AvB Options

FTS ADHRB is available in 60-month or 36-month contracts per paragraph 2 of this document.

7. Prohibitions While Under FTS ADHRB Contract

a. Lateral Transfer/Redesignation

(1) Aviation officers obligated by an AvB contract are not eligible to apply for the Lateral Transfer/Redesignation board or other programs that require a change of designator until they are within 12 months of expiration of FTS ADHRB obligated service.

(2) If selected for lateral transfer, redesignation or other programs that require a change of designator, redesignation of the officer to the new community will not be executed, nor will the officer be released to the new community for duty, until completion of FTS ADHRB service obligation or PRD from current orders, whichever is later.

b. Inter-Service Transfer. Officers under FTS ADHRB contract are not eligible to apply for inter-service transfer out of the Navy until within 12 months of AvB contract obligation expiration. The inter-service transfer will not be executed until after the AvB obligation has expired.

8. Recoupment Policy

In order to maintain FTS ADHRB eligibility while under contract, aviation officers must remain on active duty in the designator they held when signing their contracts, and continue to meet all eligibility requirements. Officers who fail to fulfill the terms of the agreement will be subject to the repayment stipulations delineated in the Department of Defense Federal Management Regulations (DOD FMR) Volume 7A Chapter 2 and OPNAVINST 7220.9. In addition to the repayment and recoupment conditions delineated in OPNAVINST 7220.9, an aviator may no longer be AvB eligible and subject to recoupment under the following conditions:

a. Voluntarily declining of orders to an aviation FTS tour

b. Voluntary Termination (VOLTERM) of Flight Status

c. Detached for Cause (DFC). An individual who is DFC, relieved, or removed from any PERS-4327 assigned billet for adverse reasons is no longer AvB eligible. Future FTS ADHRB installments, as applicable, will be cancelled and the member is subject to recoupment of unearned portions of prior installments. Eligibility for any future AvB offering will not be reinstated for any reason.

d. Death. In the event of the death of the service member, through no misconduct of his or her own, the unpaid portion of the AvB contract will be awarded to the member's estate.

9. Application Procedures

a. FTS ADHRB applications must include the following items and no others (please do not submit any additional documentation not listed here):

(1) Signed FTS ADHRB contract (Enclosure 2).

(2) Endorsement on command letterhead from CO or reporting senior.

b. Applicants must apply within the same fiscal year in which their eligibility date occurs and payment will begin after completion of 12 months in an aviation Department Head/Wing Staff billet in a permanent status starting after all prerequisite training has been completed.

c. ***The FTS ADHRB constitutes a binding legal agreement.*** As such, applicants must sign and submit the FY-19 FTS ADHRB contract exactly as written. Applications containing language or content deviations will be rejected. FTS ADHRB contracts will be considered binding as of the date of PERS-46 approval.

d. Eligible candidates may submit applications via their CO or reporting senior to:

COMMANDER NAVAL PERSONNEL COMMAND
PERS-4327
5720 INTEGRITY DRIVE
MILLINGTON TN 38055-4300

e. Application via fax or email is authorized, but hard copy of the original application must be submitted to the PERS-4327 (FTS Aviation Detailer) address above. If desired, please fax applications to (901) 874-4683 to the attention of LCDR Seth DiNola, or email to seth.dinola@navy.mil. Applications must be received at PERS-4327 by 10 September 2019. ***Applications for the FY-19 FTS ADHRB will not be accepted after 10 September 2019.***

10. Adjudication

PERS-46 is the final adjudication authority for all AvB program execution issues to include policy, eligibility, contract termination and repayment. This does not include remission of indebtedness cases. Any request for remission of indebtedness will be adjudicated by proper authority in accordance with applicable statute, Department of Defense regulations and Department of the Navy guidance.

11. Points of Contact

For application questions:

LCDR Seth DiNola
E-mail: seth.dinola@navy.mil

For policy questions:

LCDR Jeffrey Greco
Email: jeffrey.m.greco@navy.mil