



SDA Pay, AIP, and/or VSI are paid to eligible Marines assigned to certain billets. SDA Pay is authorized only for SDA billets. AIP will replace SDA Pay for all non-SDA billets previously designated for SDA Pay. VSI is a new incentive authorized only for SDA volunteers. Marines meeting the eligibility criteria in paragraph 4 may elect to receive AIP and/or VSI in monthly payments or as a single lump sum at the discretion of the Marine.

VSI. VSI is paid monthly or in lump sum amounts to provide an additional incentive in the assignment process to encourage Marines to volunteer for SDA during the SDA volunteer period. 5.C.1. Monthly VSI. Monthly VSI is paid one-half of its dollar value on the first of the month and the other half paid on the 15th of the month. A written agreement is required to qualify for monthly VSI. The cumulative dollar value of monthly VSI payments for a given tour length is the same as its corresponding single lump sum payment option (i.e., the lump sum amount is not discounted). For example, \$278 dollars paid each month for a 36-month tour is 10,000 dollars. Its corresponding single lump sum payment option is 10,000 dollars.

SDA. 6.A.1. Recruiters (8411/8421/5524). SDA Pay 150 dollars per month and AIP 225 dollars per month or 7,400 dollar lump sum AIP for a 36-month tour. Marines who volunteered for a FY2021 Recruiter class are eligible for a 10,000 dollar VSI for a 36-month tour. Marines who volunteered for a second tour for 24 months that begins in FY2021 are eligible for 6,700 dollar VSI. VSI is in addition to the SDA Pay and AIP.

In accordance with MARADMIN 039/22 published on 3 February 2022, Purpose. To provide an update to MARADMIN IS 629/20 in accordance with Assistant Secretary of the Navy (Manpower and Reserve Affairs) memorandum, AIP, SDA pay and VSI in support of marines filling certain special assignments.

Effective 1 January 2022, the changes described herein go into effect and all other incentives and administrative guidance in reference (a) remain valid and current. 3.A. Policy period. The guidance contained herein and in reference (a) shall remain in effect until 31 December 2023 or superseded, whichever occurs first. 3.B. Monetary Incentives... Lump sum AIP. For non-PMOS assignments (e.g., Drill Instructor, Recruiter, etc.), the number of months pledged in the lump sum AIP agreement can be less than but cannot exceed the tour length for the assignment or the Marine's End of Active Service (EAS), whichever occurs first. Whereas Marines who are serving in PMOS assignments (e.g., Career Recruiter, Critical Skill Operators, etc.) can agree, in the lump sum agreement, to serve beyond the tour length but cannot exceed their EAS.

3.C.3. VSI. Marines who volunteered for a 24-month, second tour SDA and extend their tour to a 36-month tour are not eligible for an increase of VSI payment from 6,700 to 10,000 dollars.

In accordance with MARADMIN 537/22 published on 14 October 2022, authorizes the following bonuses: a. AR First Tour Prior Service Recruiter (PSR) volunteers. b. AR PSR Limited Tour volunteers. c. AR PSR Tour Extension volunteers. d. AR PSR Second Tour volunteers. e. AR PSR Career Recruiter Lateral Moves for FY23.

AR PSR First Tour Volunteer. Marines who volunteered were accepted, and successfully completed the Basic PSR Course for FY23 are eligible to apply for \$30,000 for a 36 month obligation in addition to the incentives outlined in MARADMIN 039/22, SDA Pay, AIP, and VSI. Additional Marines may volunteer for FY23 and must submit requests NLT 15 March 2023. This MARADMIN is active until canceled or updated.

In accordance with MARADMIN 428/23 published on 29 August 2023, announce the ██████████ and provides coordinating instructions for requesting billets as a Recruiter, Drill Instructor, or Marine Security Guard Detachment Commander. The SDA Campaign outlines the timeline of the FY25 voluntary and involuntary assignment periods with corresponding initiatives and procedural changes.

██████████ will be executed via voluntary and (if required) involuntary assignment periods from 1 June 2023 to 1 July 2024. Marines approved for ██████████ will have a class report date between 1 October 2024 and 30 September 2025.

Voluntary Assignment Period (VAP). 4.a.1. Phase I: Phase I began 1 June 2023 with approval of ██████████ requests for Marines reenlisting via the ██████████ Commandant's Retention Program and FY24 Subsequent Term Alignment Plan. During this phase, HQMC will accept and review volunteer packages for potential assignment to an ██████████ choice...Phase I will end on 31 December 2023.

Phase II: Phase II of the VAP begins 1 January 2024 and is intended for commands to conduct direct marketing to ██████████ eligible Marines who might otherwise be assigned involuntarily... Phase II will end on 29 February 2024.

Financial Incentives. Per MARADMIN 039/22, all Marines who earn the additional MOS for their SDA and are assigned to the corresponding ██████████ billet MOS will receive ██████████ Pay and AIP. In addition to ██████████ Pay and ██████████ volunteers will receive a VSI of \$10,000 paid in monthly payments of \$278 or in lump sum. 7.a. Current volunteer financial incentives per reference (c): Recruiter-total (monthly VSI) \$653 per month. Total (lump sum VSI) \$375 monthly and \$10,000.

In accordance with MARADMIN 498/23 published on 29 September 2023, initiated the ██████████ from 1 October 2023 to 1 March 2024. Marines who are screened and approved will receive the financial incentives outlined in MARADMIN 039/22.

Eligible Marines must submit a Reserve Reenlistment Extension Lateral Move (RELM) request using the Total Force Retention System (TFRS) via the unit career planner. All requests must be submitted NLT 2359 on 1 March 2024.

On 1 October 2023, you were assigned Primary Military Occupational Specialties (PMOS) 0441.

In accordance with The Assistant Secretary of the Navy (Manpower and Reserve Affairs) published on 5 February 2024, effective immediately and to continue through December 31, 2026, the Marine Corps is authorized to offer AIP, VSI, and SDA Pay to enlisted Marines filling certain and/or special assignments, subject to the requirements of section 352 of title 37, U.S. Code and the conditions set out in the Department of Defense Instruction (DoDI) 1340.26 Assignment and Special Duty Pays, of September 25, 2017, as amended, that establishes policies, assigns responsibilities, and prescribes procedures governing administration of all assignment and special duty pays. Agreements under this program may only be entered into through December 31, 2026, subject to the availability of appropriated funds, congressional reauthorization of section 352 of title 37, U.S. Code, and documented need.

Table 1: Standard assignment durations and SDA Pay and AIP levels: Assignment (8411) (8421) (5524). Standard (Tour Duration) 36 months. SDA Pay (monthly) \$150. AIP (monthly) \$225. VSI/AIP (monthly) \$278 or (Lump Sum) \$10,000.

On 16 April 2024, you signed Statement of Understanding (SOU) for Active Reserve (AR) Prior Service Recruiting (PSR)/AR Career Recruiter Incentive in the amount of \$30,000 (MARADMIN 537/22). Furthermore, it was witnessed by a gaining unit officer on 16 April 2024.

On 1 May 2024, your Careerist Reserve SDA w/Extension, submitted on 1 March 2024, was approved by your Commanding Officer. Notes for CP: "SNM has been approved for the Active Reserve Recruiter Incentive. A SDA ONLY RELM type must be submitted to HQMC (Reserve Affairs) for incentive assignment and payment upon successful completion of SDA training. Subsequent ARRI assignment request will include initial submission Statement of Understanding and new pg. 6 of the NAVMC 11537A only."

On 4 May 2024, you reenlisted for 4 years with a Reserve End of Current Contract (ECC) of 3 May 2028.

On 13 May 2024, Director, Reserve Affairs Division notified Distribution List that "[a]s a result of the enthusiastic response to the referenced incentives, the processes set forth in the following paragraphs are effective upon release to ensure the prompt and accurate distribution of monetary incentives to qualified Marines. As these incentives are highly competitive. Marines are encouraged to leverage them as soon as eligible."

"The AR Recruiting Incentive Program under MARADMIN 537/22 is modified according to the following guidelines. All bonus types under this program are not limited to FY23 and will apply to current and future FYs until canceled or updated, subject to funding limitations. The AR First Tour PSR incentive remains open for further submissions until funding limitations are reached. The bonus amount is now \$20,000. The requirement to volunteer in FY23 per reference (i) is rescinded. The AR limited tour PSR incentive is unchanged but closed for FY24 submissions. The one-year PSR extension incentive is unchanged but closed for FY24 submissions. The incentive for subsequent PSR tours is unchanged but closed for FY24 submissions. The AR PSR Career Recruiter Lateral Moves incentive is unchanged and remains open for further submissions until funding limitations are reached.

Due to budgetary limitations, incentives will be issued as funds are available until funding limitations are reached. The parameters established in this letter are effective until new guidance is published."

On 5 December 2024, Director, Reserve Affairs Division notified Distribution List that "[p]er the references, this letter provides authority for the Active Reserve (AR) First Tour Prior Service Recruiter (PSR) Volunteer and AR Career PSR Lateral Move incentives."

"AR First Tour PSR Volunteer (8421) : AR Marines who volunteer, are accepted, and successfully complete the Basic Prior Service Recruiting Course (BPSRC) by 30 September 2025 are eligible to apply for \$15,000 for a 36-month obligation in addition to the incentives outlined in reference (d) [MARADMIN 039/22] . A volunteer is not guaranteed duty location."

On 13 February 2025, you were assigned ██████████

On 24 February 2025, you transferred to Monitored Command Codes [REDACTED] and joined to [REDACTED] on 25 February 2024 for duty (Recruiter).

On 12 March 2025, your Careerist Reserve SDA Only, submitted on 7 March 2025, was approved by your Commanding Officer.

On 1 May 2025, you were promoted to Staff Sergeant/E-6.

You requested to receive the \$30,000 VSI per MARADMIN 537/22, the Board, in its review of your entire record and application, carefully weighed all potentially mitigating factors, to include your assertions. You assert that your TFRS submission was in February 2024, prior to the Policy letter being published in May of the same year. Additionally, MARADMIN 537/22 was not cancelled as of the signing of your DD Form 149, therefore you request the Board review the incentives authorized. However, the Board concluded that you are a verified FY25 PSR volunteer and were eligible for all FY25 approved incentives. On 1 March 2024, your Careerist Reserve SDA w/Extension was submitted and approved by your CO on 1 May 2024. At the time of submission, Assistant Secretary of the Navy Memo dated 5 February 2024 was in effect, authorizing VSI, applicable to the Total Force, in the amount of \$10,000. Therefore, the Board determined that a change to your record is not warranted.

You are entitled to have the Board reconsider its decision upon submission of new matters, which will require you to complete and submit a new DD Form 149. New matters are those not previously presented to or considered by the Board. In this regard, it is important to keep in mind that a presumption of regularity attaches to all official records. Consequently, when applying for a correction of an official naval record, the burden is on the applicant to demonstrate the existence of probable material error or injustice.

Sincerely,

9/18/2025

[REDACTED]