DEPARTMENT OF THE ARMY
OFFICE OF THE CHIEF OF ARMY RESERVE
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WASHINGTON DC 20310-2400

DAAR-OPT (621-1b1)

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Chief of Army Reserve Policy # 25-09 Army Reserve Broadening and Development Programs

1. References. See enclosure 1.

2. The Army Reserve Broadening and Development (ARBD) programs provide full-time and fully funded development opportunities that include Broadening Opportunities Programs (BOP) and the School of Advanced Military Studies (SAMS). These dynamic programs build agile and adaptive United States Army Reserve (USAR) leaders replete with the critical thinking skills necessary to solve complex operational and strategic problems. Through ARBD programs, Soldiers and Department of Army Civilians (DAC) receive the opportunity to gain a deep understanding of capabilities, missions, procedures, and requirements of federal agencies and other organizations inside and outside the Department of Defense (DoD).

3. This policy establishes requirements and responsibilities for USAR Soldier and DAC participation in the ARBD programs including management of utilization tour requirements. My intent is to maximize broadening and development opportunities for USAR Soldiers in every duty status: Active Guard Reserve (AGR), Troop Program Unit (TPU), Individual Mobilized Augmentee (IMA), and DAC.

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2 Encls
References
ARBD SOP

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REFERENCES

1. Title 10, United States Code (USC) 806, Article 6. Judge Advocates and Legal Officers.

2. Title 10, USC 115, Personnel Strengths: Requirement for Annual Authorization.

3. Army Regulation (AR) 1-202 (Army Congressional Fellowship Program).

4. AR 135-18 (The Active Guard Reserve (AGR) Program).

5. AR 140-10 (Assignments, Attachments, Details, and Transfers).

6. AR 621-1 (Advanced Education Programs and Requirements for Military Personnel).

7. AR 621-7 (Army Fellowships and Scholarships).

8. AR 350-1 (Army Training and Leader Development).

9. AR 350-100 (Officer Active-Duty Service Obligations).

10. AR 614-100 (Officer Assignment Policies, Details, and Transfers).

11. USAR Regulation 10-5 (Organizations and Functions).

12. Department of the Army Pamphlet 600-3 (Commissioned Officer Professional Development and Career Management).

13. Annual Military Personnel (MILPER) Messages regarding BOP Opportunities.

14. Human Resources Command (HRC) Broadening Opportunity Programs (BOP) Catalog website: https://www.hrc.army.mil/content/BOP.

15. Headquarters Department of the Army (HQDA) Tour of Duty (TOD) website: https://mobcop.aoc.army.pentagon.mil/.

16. United States Army Reserve Broadening Opportunity Program (BOP) Catalog website: https://armyeitaas.sharepoint-mil.us/sites/USAR-USARC-G37/SitePages/United-States-Army-Reserve-Broadening-Opportunity-Program.aspx.

Army Reserve Broadening and Development (ARBD) Program
Standard Operating Procedures (SOP)

1. General. The Army issues an annual Military Personnel (MILPER) message to announce upcoming available ARBD program opportunities and provides application instructions. This policy will nest with both program details and application instructions in the MILPER.

2. Broadening Opportunities Programs.

a. Broadening Opportunities Program (BOP) Catalogs. Two BOP catalogs are Human Resources Command (HRC) and United States Army Reserve Command (USARC). HRC BOP catalog allows Soldiers to gain a deep understanding of the capabilities, missions, procedures, and requirements of federal agencies and other organizations both inside and outside the Department of Defense (DoD). These programs are funded by the Office of the Chief of Army Reserve (OCAR) and are located at BOP (army.mil). USARC BOP encompasses Strategic Broadening Seminars (SBS) and Interallied Confederation of Reserve Officers (CIOR) courses aimed to develop senior leaders and explore challenges our military forces face in contested environments through a diverse professional network such as a joint environment. These programs are funded by USARC and are located at USAR BOP (sharepoint-mil.us). IMAs are not eligible for USARC broadening opportunities programs. DACs are only eligible for SBS broadening opportunities. All inquiries are sent to the following: usarmy.usarc.usarc-hq.mbx.g37-ldd-sbs@army.mil.

b. Eligibility.

(1) AGR. Soldiers must be in an Active Guard Reserve (AGR) duty status and remain eligible for continuation and subsequent duty in the AGR program when ARBD requires a permanent change of station (PCS) and follow-on assignment. AGRs may apply for an ARBD program after two-years into their initial assignment; however, failure to qualify for continuation in the AGR program in accordance with (IAW) Army Regulation (AR) 135-18 voids the Soldier's application/selection for ARBD assignment.

(2) TPU and IMA. Troop Program Unit (TPU) or Individual Mobilized Augmentee (IMA) participants will attend their schooling or fellowship program on Active Duty for Operational Support (ADOS) orders. Soldiers selected for an ARBD program that requires a long-term commitment, or follow-on assignment will access into the AGR program as a one-time occasional tour (OTOT) for the Army Congressional Fellowship and Harvard Strategist Programs only. The Deputy Chief of Army Reserve (DCAR) is the approval authority for these cases. A prospective OTOT candidate must submit DA Form 4187 through the Soldiers' chain of command for endorsement, through the USARC G-1 Active Military Management Branch (AMMB) and to the OCAR G-37 Institutional Training Chief for processing. OTOT occurs only in extreme cases when the Soldier cannot perform the schooling or fellowship program under ADOS orders. Prior to DCAR approval, the Soldier must meet AGR program requirements, serve in an authorized area of concentration (AOC), functional area (FA), or military occupational specialty (MOS), and accepted by an AGR

accessions panel. If approved by the DCAR, AGR accessions branch will generate orders for the follow-on assignment.

(3) ARBD applicants are not eligible if their personnel records are under suspension from favorable action (flagged), reflect derogatory information (DEROG), or show a mandatory removal date (MRD) within 24 months of program completion. Review eligibility criteria located in HRC BOP.

c. Funding.

(1) The branch and proponent managers identified in the most current Human Resources Command (HRC) BOP catalog are responsible for coordinating and assisting with fellowship, scholarship, programs, and broadening opportunities. The USAR will not provide funding for the training or follow-on utilization tour without prior coordination with the OCAR Comptroller, USARC G1, and USARC G38. The OCAR G-3/5/7 is the approval authority.

(2) The OCAR G-37 chairs the OCAR Fellowships Council of Colonels (CoC) no later than (NLT) September of each Fiscal Year (FY). CoC members include OCAR Comptroller, OCAR G-37, OCAR G-35, OCAR G-1, OCAR Senior Leader Development Office (SLDO), and OCAR Program Analysis and Evaluation (PA&E) representatives. The CoC will establish a prioritized list of fellowships based on the best USAR return on investment or other USAR senior leader directed guidance. OCAR Comptroller and USARC G-38 will apply cost estimates based on the prioritized list. The DCAR will set aside funding for OCAR comptroller distribution. Funding budgeted for fellowships during the FY start point distribution will serve as a ceiling for the USAR fellowship program and will be subject to change based on the overall USAR financial posture.

(3) USARC G-38 submits cost estimates to the OCAR DRIM based on fellowship CoC recommendations. OCAR Director for Resources, Installations, and Materiel (DRIM) reviews and approves all cost estimates. The OCAR Comptroller will provide approved funds to USARC G-38. USARC G-38 provides earmarked funds in the Program Budget Guidance (PBG) to the selected Soldiers' parent unit. Units will publish orders for the length of the utilization tour (without crossing Fiscal Years; two orders may be necessary to cover tours).

d. Utilization.

(1) Many ARBD opportunities, as defined by program announcements or determined by applicable authority, require utilization tours performing specific duties or assignment to a specified echelon or command. All ARBD opportunities with funded schooling incur an ADSO IAW Army Regulations (AR 621-1, AR 621-7, AR 350-100). Soldiers will serve any required utilization tour as defined in their specific program announcement beginning the day following school completion.

(2) Unless otherwise specified, the utilization tour ADSO will generally be in the Soldier's original duty status (AGR/TPU/IMA). Leaders and assignment authorities will place AGR Soldiers in a position that best utilizes their newly acquired talents on behalf of the USAR. TPU/IMA Soldiers seeking full-time utilization of their skills are highly encouraged to apply for an ADOS tour through the Headquarters Department of the Army (HQDA) Tour of Duty (ToD) website (See Enclosure 2).

(3) AGR Utilization Tours.

(a) The current HRC AGR distribution model provides the best-available position for a utilization tour. Soldiers will contact their HRC Assignment Officer or Talent Manager for information on position availability and priority of fill. Valid AGR authorizations filled for ARBD utilization are exempt from manning guidance constraints.

(b) In the absence of an available authorized AGR position that fulfills utilization tour requirements, the Army Reserve Proponent Advisor (ARPA) recommends utilization assignment options to the USARC G1 for a 1-year or 2-year temporary manpower allocation (TMA) assignment within a qualifying command. Program sponsors will coordinate with USARC G1 upon the selectee's entry into any program requiring TMA for a utilization tour. USARC G1 will complete TMA determinations six (6) months prior to the selectee's program completion.

(4) TPU/IMA Utilization Tours.

(a) The BOP catalog will delineate opportunities that require utilization tours. ARBD contractual obligations and "the needs of the Army" will determine any full-time service obligations incurred upon program completion. Fulfillment of utilization tour may require PCS (for ADOS tours) orders or Temporary Duty (TDY) (regardless of duty status) orders. Soldiers required to fulfill a full-time utilization tour will perform that duty under ADOS orders. ARBD utilization tours may not exceed six (6) years to ensure compliance with United States Code 115 requirements (the "2190 Day Rule").

(b) Soldiers seeking an active-duty utilization tour should submit an ADOS request to the USARC G-1 as soon as the program begins to avoid a break in orders. The latest that a Soldier may submit an ADOS request is 120 days prior to the completion of the program. ADOS requests are approved based on program requirements and the availability of funds. To initiate the request contact USARC G-1 at usarmy.usarc.usarc-hq.mbx.g1-special-actions-branch@army.mil. The request will be built and managed in the HQDA ToD website.

3. Programs not otherwise designated and advertised as BOP.

a. School of Advanced Military Studies (SAMS). SAMS educates future leaders of the United States Armed Forces, its allies, and the Interagency at the graduate level to be agile and adaptive leaders who think critically at the strategic and operational levels to solve

complex ambiguous problems. The goal of SAMS is to enable senior leaders to drive the operations process to achieve favorable strategic, operational, and tactical outcomes.

(1) Policies are also applicable to USAR participants in sister services' equivalent courses (e.g., the School of Advanced Air & Space Studies (SAASS), the Maritime Advanced Warfighting School (MAWS), and the School of Advanced Warfighting (SAW)). The utilization tour is the final stage, which is required for full SAMS qualification.

(2) First post-graduation assignments are IAW the Chief of Staff of the Army (CSA) annual Tier I utilization guidance. For USAR Officers, assignment as a full-time planner in the G-5 (Division or higher) or J-5 of a deploying 2–4-star headquarters, a planner in the G-35/G-5 of a Corps HQ or Army Service Component Command (ASCC), or a planner in the J-35/J-5 of a Unified Combatant Command (UCC) meet CSA intent and direction. USAR Civil Affairs officers may request permission to pursue alternate utilization as an operational planner for a Special Operations HQ.

(3) SAMS graduates will expect to bring their education and skills back to the USAR following their Tier I utilization tour. Planner assignments at OCAR, USARC, or one of the Army Reserve's (AR) functional or geographic commands are recommended and should be expected by SAMS graduates.

(4) TPU Selection for SAMS.

(a) USARC G1 first creates the ToD request. The participant's home unit generates the ADOS order. In addition to funding the SAMS participants, OCAR Comptroller provides funds for the follow-on assignment.

(b) If attending resident Command and General Staff College (CGSC) prior to the SAMS course, HRC Reserve Personnel Management Directorate (RPMD) Talent Management Division publishes the Professional Military Education (PME) order. For CGSC, HRC will publish orders, and SM will Permanent Change of Station (PCS) from Home of Record (HOR) to Fort Leavenworth, KS. After completing CGSC, USARC G1 creates the ToD request, and the home unit generates the ADOS order. USARC G-38 provides the Line of Accounting (LOA) for the course and follow-on assignment. Participants will travel to PME on the HRC order and PCS to the HOR on the ADOS order. OCAR G-35 serves as the lead for coordinating utilization tours and creating TMA positions.

(c) Massachusetts Institute of Technology (MIT) Seminar XXI – Highly competitive educational program for future leaders in the national security and foreign policy communities. To guarantee broad participation, MIT recruits across the (DoD), the Federal government, and from select non-governmental organizations. Army fellows will experience a broad variety of competing views, organizational cultures and analytic methodologies designed to enhance their ability to formulate best military advice for senior leaders. The Assistant Chief of Army Reserve (ACAR) is the USAR Office of Primary

Responsibility (OPR) for the candidate selection process, with support from OCAR G-35. All inquiries are sent to the following: usarmy.usarc.ocar.mbx.acos@army.mil.

4. Responsibilities.

a. OCAR.

(1) The OCAR G-37 Institutional Training Chief will coordinate with various directorates within HRC and USARC for updates to the BOP catalog.

(2) The OCAR Comptroller provides Operations and Maintenance, Army Reserve (OMAR) and Reserve Personnel, Army (RPA) funding to the HRC G-8 for execution of active-duty utilization tours, travel, and tuition for AGR and TPU BOP participants. The OCAR Comptroller will update annually the number of supported selections for funding (AGR/TPU) for each program in the funding guidance. The OCAR Comptroller distributes OMAR and RPA funding to the appropriate operating agency for execution of active-duty utilization tours, travel, and tuition for OCAR funded programs managed by HRC. The program manager is responsible for ensuring yearly requirements are identified and captured as part of the OCAR Corporate Bill unless otherwise resourced.

b. USARC.

(1) USARC G-1 Special Actions Branch (SAB) will identify suitable utilization tours based on USAR requirements and process all ToD packets. USARC G-1 AMMB will process TMA requests, as required, six months before the end of the respective program.

(2) USARC G-38 will comply with directions indicated in 2c (3).

(3) USARC G-37 Leader Development Branch (LDB) notifies SBS selectees with seminar locations, entitlements, and provides the LOA and routing list to the selectee upon selection. The Deputy Chief, LDB will sign the Standard Form (SF) 182 (Authorization, Agreement, and Certification of Training) and forward to USARC G-38 for signature.

(4) USARC G-357 Competitive Programs Cell notifies CIOR selectees with course locations, entitlements, and provides the LOA and routing list to the selectee upon selection. The OIC, Competitive Programs Cell will sign the Standard Form (SF) 182 (Authorization, Agreement, and Certification of Training) and forward to USARC G-38 for signature.

c. HRC Directorates.

(1) Talent Managers will track SAMS (Additional Skill Identifier 6S) graduates' post-utilization and ensure skills are utilized primarily in USAR formations or, alternatively, to Total and Joint Force assignments once USAR positions are exhausted.

(2) HRC Talent Managers are responsible for separation actions of participants from the AGR program for failing to complete their assigned initial tour (three-year probationary

period). Participants will then revert to previous status. HRC will not assign Soldiers failing to complete their assigned program to outside the continental United States (OCONUS) positions or to any tenured position unless approved for continuation in the AGR program.

(3) HRC Talent Managers will discuss utilization with applicants after completing the administrative review to ensure Soldiers understand obligations and potential utilization options.

(4) HRC assigns IMA ARBD participants to utilization tours IAW this policy, the CAR Manning Guidance, and other established policies in the best interests of the USAR. HRC RPMD will publish all orders for IMA participants; the OCAR Comptroller will provide the funding.

(5) HRC RPMD will conduct administrative reviews of applications prior to forwarding to OPMD for further action. HRC RPMD will execute orders and process SF 182 (Authorization, Agreement, and Certification of Training) for tuition payment (if required) for AGR/IMA. The SF 182 is generated and obligated prior to receipt of invoices and prior to order publication.

5. Policy. This policy will remain in effect until superseded.

6. Point of Contact (POC). For more information, contact the OCAR G-37 Institutional Training Chief at (703) 806-7739.