



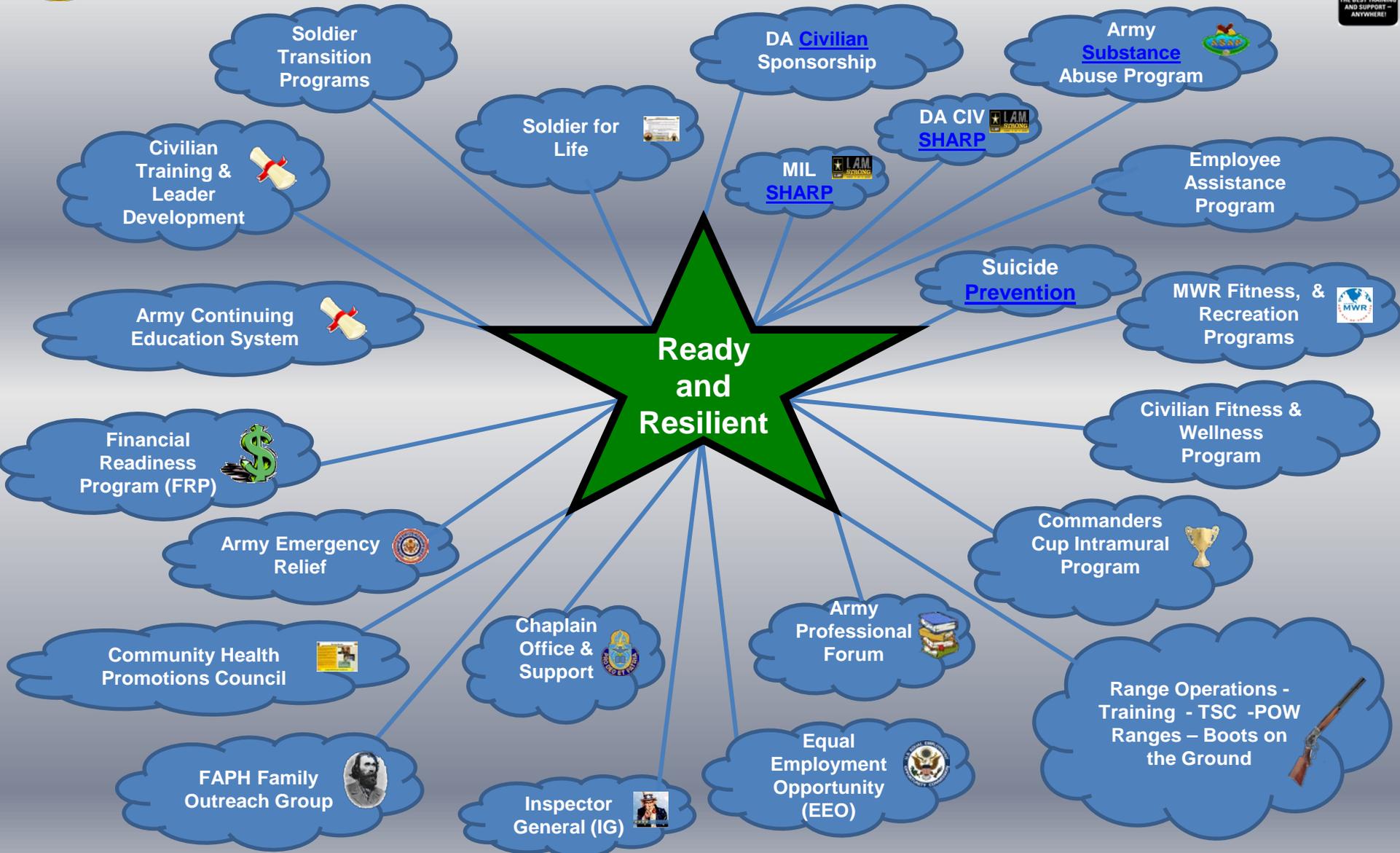
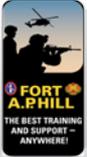
Fort A.P. Hill Ready & Resilient Campaign v.3 as of 1 Jan 14



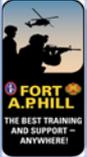
- **DA Civilian Sponsorship:** (FAPH DHR Lead: POC Mrs. Debbie Moore: (804) 633-8366).
- **SHARP/Victim Advocate 24/7 Hotline:** (FAPH Lead: Mrs. Camilla Lewis: (540) 498-5559).
- **Army Substance Abuse Program (ASAP):** (Belvoir Lead: 703-805-1083/1089).
- **Employee Assistance Program:** (Belvoir Lead: Katina Oates: (703) 805-5588).
- **Suicide Prevention:** (FAPH Leads: Mr. Ben Allen: (540) 273-9089 or Mrs. Susan Botkin (540) 273-9353).
- **MWR Fitness & Recreation Programs:** (FAPH MWR Lead: Ms. Margaret Fake: (804) 633-8201).
- **Civilian Fitness Program:** Contact the FAPH Main Post Gym at 804-633-8219 for more information.
- **MWR Commander's Cup Program new in 2014 (Tenant Units & FAPH Garrison Directorates):** (FAPH MWR Lead: Ms. Margaret Fake: (804) 633-8201).
- **Range Operations, Training Opportunities, Privately Owned Weapons (POW) Range:** (FAPH DPTMS Lead: Mr. Scott Kittle: (804) 633-8333).
- **Army Profession Forum:** (FAPH DPTMS Lead: Mr. Scott Kittle: (804) 633-8333).
- **Ft. Belvoir Equal Opportunity Employment (EEO):** Belvoir EEO Lead: Mr. Carey Williams: (703) 805-5388.
- **Inspector General (IG) Office:** Fort Belvoir IG Lead: (703) 806-0088).
- **Chaplain Support:** (MDW Lead: MDW Chaplain's Office: (202) 685-2856).
- **Fort A.P. Hill Family Outreach Group:** (FAPH Lead: Mrs. Jean Dargle: (760) 447-8275).
- **Community Health Promotion Council:** (FAPH Lead: Mr. Joe Calderon: (804) 633-8269).
- **Army Emergency Relief:** (FAPH MWR Lead: Mrs. Nadine Norris: (804) 633-8201).
- **Fort Belvoir Finance Readiness Office (FRP)** (Belvoir ACS Lead: (703) 805-4590).
- **Army Continuing Education Systems (ACES):** See the associated program slide for information.
- **Civilian Training & Leadership Development (CTLD) Council:** (FAPH Lead: Mrs. Madelaine Perrotte-Clontz: (804) 633-8722).
- **Army Transition Program:** See the associated program slide with information for Belvoir, Lee and Meade.
- **Soldier for Life:** (Support comes from the DC Area: (703) 545-2637).



Fort A.P. Hill Ready & Resilient Campaign v.3 as of 1 Jan 14



A Ready and Resilient Force is the Key to keeping the Army Strong!



Fort A.P. Hill DA Civilian Sponsorship



Are you new to Fort A.P. Hill or have you been told that you will sponsor a new employee?

Either way you need to contact the Fort A.P. Hill DHR at the Garrison HQ. They will guide you through the process and assist you every step of the way.

Contact Information:

Mrs. Debbie Moore (Staff Lead- DHR)
Mrs. Mary Arcand (DHR)

Phone: 804-633-8205/8206

We would like to welcome you to FT AP Hill. We are located about a hour south of Washington DC and serve as a Regional Training Center for Joint Forces along the Easter Seaboard of the United States. We have a great team here and are ready and able to assist you on your relocation to our installation. We are located right next our partnered towns of Bowling Green and Port Royal, Virginia. We are providing some information below to assist you. Again, welcome to FT AP Hill!

Housing Office: Please call (Phone) (804) 633-8443 (Fax) (804) 633-8443

Temporary Lodging (TLO): (804) 633-8443

Transportation Office: (703) 806-0968 -or-

Legal Services (Provided): (804) 633-8443

AER/Red Cross (At A.P. Hill): (804) 633-8207; The

FTAP Hill Website: www.ftaphill.com

Gym Locations & Hours:
Main-Post (Monday - Friday) 6:00am - 10:00pm
Wilcox Camp: (24 Hours)

Shopette (Located at Garrison HQ): (804) 633-8205

Snack Bar (Located at Garrison HQ): (804) 633-8205

Bowling Green Post Office:
Address: 117 Milford
Phone: (804) 633-0443
Mon: 8:30am-5:00pm
Sat: 9:30am-12:00pm

Local Towns:
Bowling Green VA
Port Royal VA

Bowling Green Website: www.bowlinggreenva.com

Port Royal Website: www.portroyalva.com

*If you have firearms, please bring them to the Garrison HQ on post. Call (804) 633-8205

APPENDIX 1 - FORT AP HILL, VA AUGMENTEE IN/OUT PROCESSING CHECKLIST TO ANNEX G (FORMS) DIRECTORATE OF HUMAN RESOURCES (DHR) STANDARD OPERATING PROCEDURES (SOP)

FORT AP HILL, VA AUGMENTEE IN/OUT PROCESSING CHECKLIST

NAME (LAST, FIRST, MI) (GRADE) (SSN) (ACTIVE/RESERVE)

IN OUT

- ___ ___ MILPO (Bldg 145)
- ___ ___ Personnel Register (DA Form 647-1)
- ___ /___/___ Copy of Orders
- ___ /___/___ Personnel Data Sheet
- ___ ___ Personal Mail
- ___ ___ Room # ___ Phone # ___
- ___ ___ DA 3955 (Post Locator)
- ___ ___ Director, MISO (Bldg 179)
- ___ ___ DES, Vehicle & Weapons Registration (Bldg 156)
- ___ ___ Lodging /Community Activities Center (Bldg 106)
- ___ ___ RMO (Bldg 141)
- ___ ___ DOIM, (Bldg 159)
- ___ ___ DOL, Equipment, Supplies & Billeting (Bldg 138)
- ___ ___ DPTMS, Security Clearance (Bldg 137)
- ___ ___ MILPO, (Bldg 145)

(DATE)

(AUGMENTEE SIGNATURE)

(DATE)

(MILPO SIGNATURE)

Click to return to Home Page

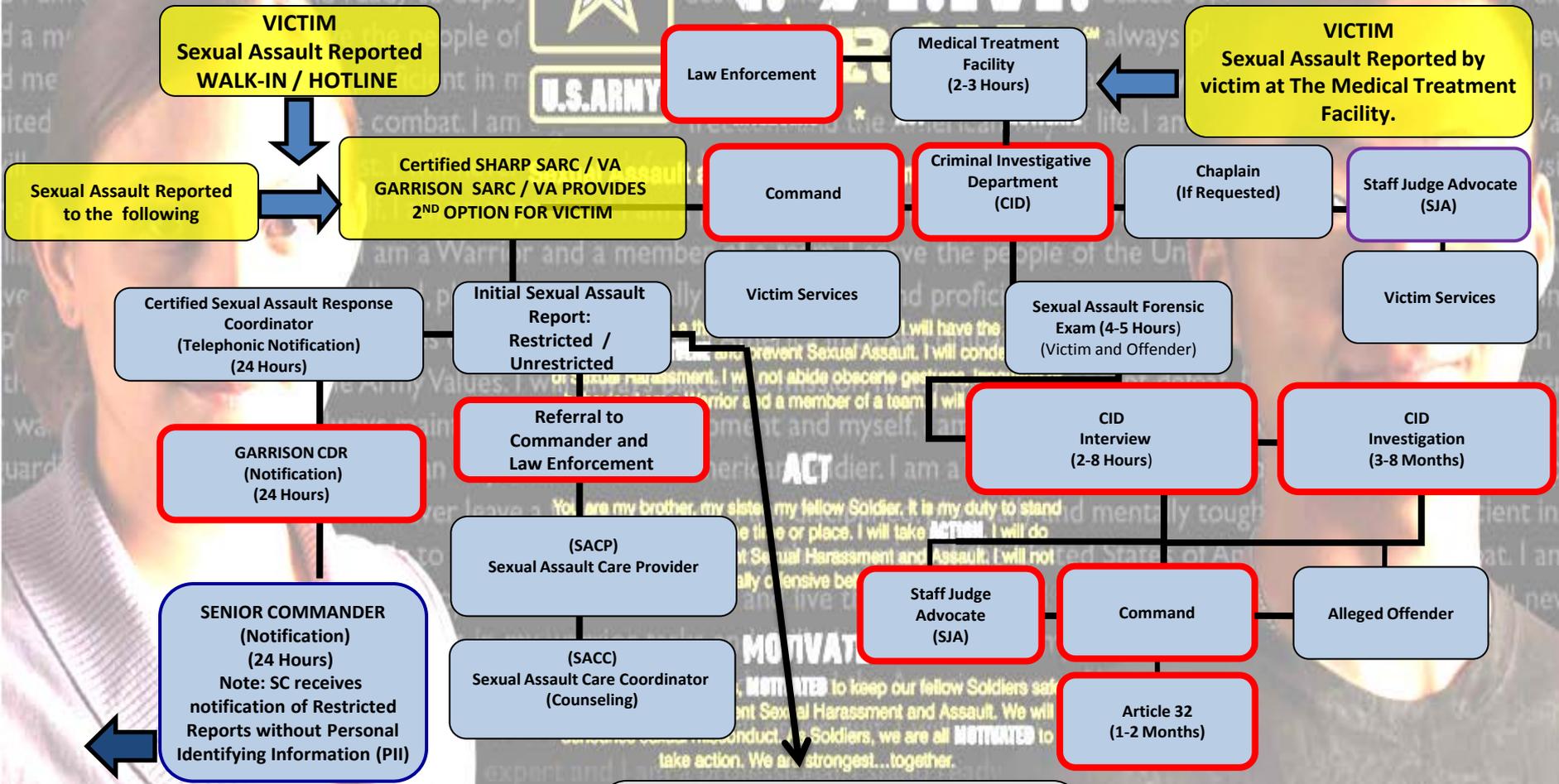




Fort A.P. Hill SHARP – “Soldier” Sexual Assault Response



If you are a victim of sexual assault or know of one, call Mrs. Camilla Lewis 24/7 at (540) 448-5559. Give some thought if you want to go restricted or un-restricted. See Policy letter # 43 at : <http://www.aphill.army.mil/PolicyLetters.asp> .



• Agencies indicated by **RED** outline are not involved when a **Restricted Report** is made.

Restricted report allows victim to disclose details confidential to SARC, VA, HEALTHCARE PROVIDER or CHAPLAIN without triggering an investigation.
Note: Non-PII information provided to Senior Commander

Click to return to Home Page





Fort A.P. Hill SHARP – “DA Civilian” Sexual Harassment / Assault Response



If you are a victim of sexual assault or know of one, call Mrs. Camilla Lewis 24/7 at (540) 448-5559.

All reports are **UNRESTRICTED**.

See Policy letter # 43 at : <http://www.aphill.army.mil/PolicyLetters.asp> .

DoD Civilians
Sexual Assault Reported
WALK-IN / HOTLINE

Sexual Assault Reported to the following

DoD Civilians who are a Victim of an assault on a Military Installation
MUST FILE AN UNRESTRICTED REPORT.

Certified SHARP SARC / VA
GARRISON SARC / VA PROVIDES
2ND OPTION FOR VICTIM

Link Victim With LOCAL Victim Services

Law Enforcement

Criminal Investigative Department (CID)

Initial Sexual Assault Report: Unrestricted

GARRISON CDR (Notification) (24 Hours)

Sexual Assault Forensic Exam (4-5 Hours) Victim

SENIOR COMMANDER (Notification) (24 Hours)
Note: SC receives notification of Reports without Personal Identifying Information (PII)

www.preventsexualassault.army.mil

Military OneSource • 1-800-342-9647

Click to return to Home Page





Army Substance Abuse Program (ASAP)

Mission Statement:

Our mission is to strengthen the overall fitness and effectiveness of the total workforce, military and civilian. To enhance combat readiness through premium prevention, awareness, training, and community initiatives, support and services.

Vision Statement:

To reduce the negative impact of substance abuse at Fort Belvoir by providing quality Prevention Education Services.

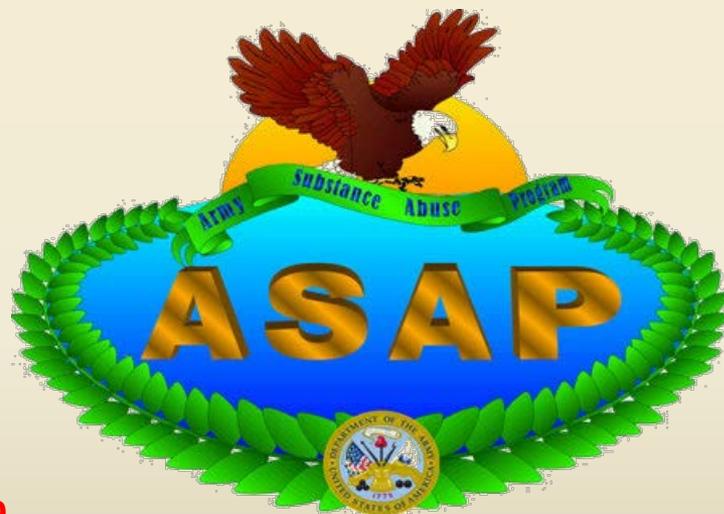
Location:

5815 20th St. BLDG 213
2nd Floor
Fort Belvoir, VA 22060

Hours of Operation:

0730 - 1600 Monday through Friday
Closed Holidays and Weekends

Contact Us at Fort Belvoir: [ASAP Manager: 703-805-1083/1089](tel:703-805-1083)



What Regulations cover the Army Substance Abuse Program?

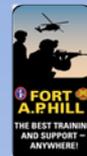
[AR 600-85](#) (Army Substance Abuse Program)

[DA PAM 600-85](#) (Army Substance Abuse Program Civilian Services)





Employee Assistance Program (EAP)



Historical Info: EAP started off as an Alcohol Prevention Program through Occupational health. Over time SAP (Substance Abuse Professionals) noticed they were seeing clients for a variety of work, familial and personal problems (not just A/D). As a result the role of EAP expanded to what we see as our current EAP. So what is EAP?

The scope of Employee Assistance Programs (EAP) varies from installation to installation. The ideal EAP brings together a variety of personal services under one roof and serves as a confidential workplace based service that supports supervisors, the health and wellbeing of the individual employees, workplace productivity and organizational energy and growth. It does not interfere with administrative, disciplinary or supervisory protocols. EAP focuses on problems that negatively affects an employees work performance, behavior or work attendances. These problems are also called: Adult Living Problems. Examples include: The obvious, Substance and Alcohol Abuse, Mental health issues (depression, stress, dementia), childcare, marital, financial elder care issues etc.

- Employees are on duty when they meet with the EAP with prior permission from their supervisor. In an emergency situation consent may be obtained after.
- Employees who don't want supervisors to know of their attendance can come outside of duty hours or use annual leave.
- No employees job security or promotional opportunities will be jeopardized solely for seeking EAP services.
- Privacy Act covers records. Attendance and progress may be confirmed to supervisor.
- Confidentiality for sessions except for reports of child abuse and neglect , elder and spouse abuse, and physical harm to self or others.

Supervisors are responsible for an employee's conduct and performance. If they note changes in behavior or performance that may be indicative of a substance abuse problem, they should encourage the employee to utilize the resources available through the EAP or other community resources. More extensive guidance for supervisors can be found in OPM's [Alcoholism In The Workplace, A Handbook for Supervisors](#). In no case should a supervisor attempt to diagnose specifically or to treat an apparent substance abuse problem. An employee may face [disciplinary action](#) if the abuse is contributing to conduct/behavior problems on the job, especially if the employee is not taking action to treat the condition.

Belvoir Point of Contact for the Employee Assistance Program:: Katina Oates: (703) 805-5588

EAP Main Website: <http://cpol.army.mil/library/permis/591.html>

Other Programs covered by EAP.

• **Workplace Violence:** http://archive.opm.gov/Employment_and_Benefits/WorkLife/OfficialDocuments/handbooksguides/WorkplaceViolence/index.asp

• **Alcoholism in the Workplace:**

<http://www.opm.gov/policy-data-oversight/worklife/reference-materials/alcoholism-in-the-workplace-a-handbook-for-supervisors/>

• **Safety Health & Fitness:**

<http://cpol.army.mil/library/permis/59.html>

• **Employee Wellness Program:**

<http://cpol.army.mil/library/permis/593.html>

• **Army Civilian Drug Testing Program:**

<http://cpol.army.mil/library/permis/593.html>



Click to return to Home Page

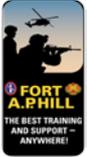


A Ready and Resilient Force is the Key to keeping the Army Strong



Fort A.P. Hill Army Suicide Prevention Program

U.S. Army Suicide Prevention Lifeline: 1-800-273-TALK (8255)



Hopeless

Hopeful



Building a Ready and Resilient Environment That Promotes Trust and Sense of Community



Reduce Stigma and Implement Culture Change

DIRECT CONTACT

- Leaders
- Peers
- Spouse/Partner
- Family
- First line Supervisors
- Religious/Faith based Support
- Gatekeepers

SERVICE PROVIDERS

- ASAP-SPP/Clinical Treatment
- Chaplains
- Behavior Health Services
- Army Community Services

TYPES OF COUNSELING

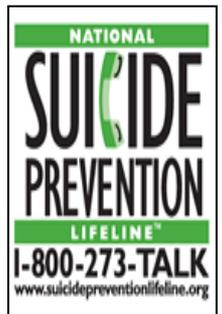
- Leadership
- Financial
- Marital
- Mental Health
- Spiritual

SUPPLEMENTAL TOOLS

- Better Opportunities for Single Soldiers (BOSS)
- Warrior Adventure Quest
- Master Resiliency Training
- Strong Bonds
- Intramurals
- Sponsorship

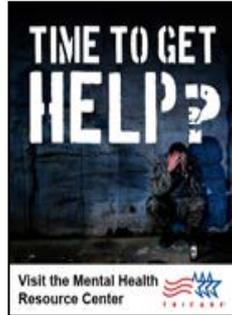
TRAINING RESOURCES

- Shoulder to Shoulder
- ACE- SI
- CO CDR/1SG Course (CCFSC)
- ASIST
- ACE
- SPPM Training



Army Suicide Prevention Program:

<http://www.armyg1.army.mil/hr/suicide/default.asp>



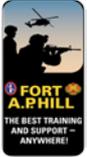
Click to return to Home Page



If you need help you can call the following A.P. Hill employees 24/7: Mr. Ben Allen: (540) 273-9089 or Susan Botkin at (540) 273-9353.



MWR Fitness & Recreation Programs



MWR provides several fitness and recreation programs including hunting, fishing, 5-K Runs, Zumba, sports and fishing trips and much, much more.

For more information call the following numbers:

- Gym: (804) 633-8219
- Lodging: (804) 633-8335
- Outdoor Rec: (804) 633-8244

Wilcox Gym



Community Activity Center



Click to return to Home Page



Fort A.P. Hill Outdoor Recreation Presents WINE & OYSTER FESTIVAL DAY TRIP



Trip Date:
Sunday, 22 September 2013

Departure: 09:45am
Return: around 5:00pm

\$15.00 Early Bird Special!
If you register before Sept 6

\$20 registration Sept 7 - 12
(only 8 spots available)

\$5.00 for Children under 6
(only 4 spots available)

Price includes: Round Trip Transportation from Outdoor Recreation Parking lot to the Wine and Oyster Festival at Stratford Hall located in Montross, VA.

For more information, Please call 804-633-8244 or email Members.randolph.net@gmail.com find us @ [Facebook.com/MWRORDR](https://www.facebook.com/MWRORDR) or www.aphillmwr.com

Fort A.P. Hill Outdoor Recreation Presents Hampton Roads Striper Fishing Charter Trip



Trip Date
3 NOV, 2013

Departure: 5:45am
Return: around 7:00pm

\$75 Registration Fee
(only 10 spots available)

\$5.00 for Children under 4
(only 4 spots available)

Price includes: Round Trip Transportation from Outdoor Recreation Parking lot to Hampton Roads, Fishing Charter Fee, Rod, Bait and Fishing license.

For more information, Please call 804-633-8244 or email Members.randolph.net@gmail.com find us @ [Facebook.com/MWRORDR](https://www.facebook.com/MWRORDR) or www.aphillmwr.com



Fort A.P. Hill Family & MWR Halloween Trunk or Treat At Beaver Dam Picnic Area

31 October 2013
5:30pm - 7:30pm

Veterans/Turkey Trot 5K Walk/Run
21 November, 2013
Start time @ 0900

Who: Eligibility includes Active Duty Military and eligible Family Members, Retirees and eligible Family Members, and OOD Civilians

What: 5K Walk/Run through Fort A.P. Hill's Champs Camp RV Park Course.

When: Thursday, November 21, 2013. Start time: 0900

This 5K is FREE with the exception of the optional t-shirt purchase:
\$12.00 for a Small, Medium, Large, or X-Large
\$14.00 for a 2-XL

Everyone will be required to fill out the registration form below.

Shirts have to be purchased in advance - no later than 1400 hours, 1 November, 2013.

For more info...

U.S. ARMY

Fort A.P. Hill Outdoor Recreation Presents Washington Nationals Baseball Game



27 July 2013

\$50 per person

Register by 07/15/13
(We must have a minimum of 10 guests register or the trip will have to be cancelled)

Guests may call OOR to reserve a spot. Payment must be made by 7/15/13

Eligible Guests: ID Card holders, family members, and ID card holder guests. All participants must sign a waiver before departure.

Departure: 12:30pm
Return: around 8:00pm

~only 10 spots available~

A guest cancellation is subject to "no refund"

Price includes: Round Trip Transportation from Outdoor Recreation Parking lot to the Nat's Ball Park and a Nationals Game Ticket.

MWR Outdoor Recreation

Golf Driving

Large Basket - 70
Small Basket - 35

Holiday Special

This special is only good for
4 July - 7 July 2013

*Outdoor Recreation 4th of July holiday hours are 0800-1200. You can purchase golf balls at Outdoor Recreation. For more info please call (804)633-8244. Find us @ [Facebook.com/MWRORDR](https://www.facebook.com/MWRORDR) or www.aphillmwr.com

FORT A.P. HILL FAMILY & MWR MOVIE NIGHT

At the Pool

12 JULY 2013

Movie Starts @ 8:30pm

Bring your towel and enjoy the evening with your family. Chips, sodas, and hot dogs will be available for purchase.

MADAGASCAR 3 EUROPE'S MOST WANTED

"HEARNOISE! EASILY THE BEST ONE YET!"

For more information call Judy at 804-633-8201

Find us at [facebook.com/fortaphillmwr.com](https://www.facebook.com/fortaphillmwr.com) or www.APHILLMWR.com

ERS
FAMILIES



FAPH Civilian Fitness & Wellness Program



Army Civilian employees are encouraged to engage in a regular program of exercise and in other positive health habits. As such, the Garrison Commander authorizes up to three (3) hours of administrative leave per week for a period of six-months in order to allow employees to participate in command-sponsored physical exercise training and education programs. At this time, these excused absences and this program is limited to only one time in a career and does not apply to other types of training or professional development.



Uncle Sam want's you to get in shape..!!! And he'll pay for it.!

How do you start..??? If you have not been on this program before, stop by The Fort A.P. Main Post Gym and sign up, they can be contacted at 804-633-8219.

See FAPH Commander's Policy Letter # 20.

SOLDIERS
U.S. ARMY
MWR
CIVILIANS
FAMILIES
RETIRES



Click to return to Home Page



A Ready and Resilient Force is the Key to keeping the Army Strong



Fort A.P. Hill Intramural Sports Program (Commanders Cup)



Program provides Soldiers, Family Members, DoD Civilians, and other authorized patrons, opportunities to participate in intramural level sports that contribute to unit/directorate cohesion and esprit de corps. Garrison programs designed to encourage large scale Unit/directorate participation, build cohesion, camaraderie esprit de corps. Provide Soldiers/DA Civilians positive discretionary time choices, supporting Comprehensive Soldier Fitness and IMCOM Top 10.



UNDER CONSTRUCTION. COMING IN 2014

Click to return to Home Page

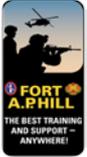
Fort A.P. Hill Ready & Resilient Campaign

A Ready and Resilient Force is the Key to keeping the Army Strong!



Fort A.P. Hill Training Areas & Range Resourcing Process

Live – Virtual – Constructive – Gaming Training Support Systems



Provide a source of balance commensurate with resourcing available and an operational training environment through a structure that supports unit readiness and a foundation for building the future for ready & resilient Soldiers

Deputy Chief of Staff, G-3/5/7

BLUF: HQDA G-3/5/7 Training Support System (TSS) enables unit readiness by supporting operational and institutional training conducted on installations.

HQDA G-3/7 Training Directorate (DAMO-TR)

ARSTAFF Proponent:
HQDA G-3/7 Training Support Systems Division (DAMO-TRS)
Mr. Thomas Macia

(ACP DP91 VCSA Decisions, Apr & Jul 08; Re-look for USARPAC, Mar 10)

- IMCOM executes TSS on it's installations in CONUS for AC and USAR
- USAREUR executes TSS in Europe (JMTC)
- ARNG executes TSS on ARNG Installations
- USARPAC executes TSS in HI, AK, Japan & Korea – IAW Pacific Integration
- MTC's in USARC managed by 75th Div (Tng) – 5 locations
- Battle Simulation Centers in Institutions managed by TRADOC, USASOC & MEDCOM
- TSS in CENTCOM AOR executed by USARCENT (3A) – OCO funded

Lead Agent/Capability Developer:
TRADOC
Combined Arms Center-Training (CAC-T) and
Army Training Support Center (ATSC)

Commands Executing TSS

Supporting Agencies:
PEO STRI
PEO EIS
USACE HNC
USAISEC
USAEC

Commands Supported by TSS (Execute Training)

“Supported commands” receiving TSS from IMCOM:

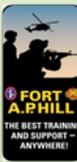
- FORSCOM
- TRADOC (less Btl Sim Ctrs)
- USARC (less MTC)
- USASOC (incl Range Ops, Eglin AFB for 75FG)
- MDW
- MEDCOM
- USMA
- ARNORTH & ARSOUTH – Ft Sam Houston (less MTC operated by AMEDC&S)
- ARCENT (Shaw AFB MTC)



Click to return to Home Page

Fort A.P. Hill Ready & Resilient Campaign | 2 of 11 | Jan 14

A Ready and Resilient Force is the Key to keeping the Army Strong!



Equal Employment Opportunity (EEO) Program

Fort Belvoir EEO Mission:

Promote a positive work environment for all employees by assisting management in carrying out responsibilities relative to equal employment opportunity, recruitment, career development, and retention of a diverse workforce.

We are the proponent for:

- ✓ Complaints Compliance
- ✓ Affirmative Employment
- ✓ Disability Employment Programs

Belvoir EEO Lead: Mr. Carey Williams: (703) 805-5388

Web-Link: <https://www.belvoir.army.mil/eo/>

Address:

9725 Belvoir Road, Building 1000
Fort Belvoir, VA 22060

Additional Contact Info:

TEL: (703) 805-2006
FAX: (703) 805-2951



For local general EEO Information contact Mr. Tim Southard (804) 633-8745



IMCOM
U.S. Army Installation
Management Command



Fort Belvoir
Leaders in Excellence





MDW Inspector General (IG) Office



What is an IG Issue?

A complainant's request for information or assistance to the IG is assessed for IG Appropriateness. There are many situations for which law or regulation provide a remedy or means of redress. Complainants must seek the prescribed redress or remedy before an Inspector General can provide assistance. Once the Soldier has used the available redress procedures, the Inspector General action is limited to a due-process review of the situation to determine if the Soldier was afforded an opportunity for redress as provided by law or regulation.

Some common situations where specific redress, remedy, or appeals procedures are applicable include, but are not limited to, the following:

- a. Courts-martial actions (10 USC, Chapter 47, United States Code of Military Justice).
- b. Nonjudicial punishment (Manual for Courts-Martial, Part V, paragraph seven).
- c. Officer evaluation reports (AR 623-3, Evaluation Reporting System).
- d. Non-Commissioned Officer evaluation reports (AR 623-3, Evaluation Reporting System).
- e. Enlisted reductions (AR 600-8-19, Enlisted Promotions and Reductions).
- f. Type of discharge received (AR 635-200, Active Duty Enlisted Administrative Separations).
- g. Pending or requested discharge (AR 635-200, Active Duty Enlisted Administrative Separations, and AR 600-8-24, Officer Transfers and Discharges).
- h. Complaint that a Soldier has been wronged by the commanding officer (AR 600-20, Army Command Policy, and AR 600-100 Army Leadership).
- i. Financial Liability Investigations of Property Loss (AR 735-5, Policies and Procedures for Property Accountability).
- j. Relief for cause (AR 600-20, Army Command Policy).
- k. Adverse information filed in personnel records (AR 600-8-2, Suspension of Favorable Personnel Actions (FLAGS), and AR 600-37, Unfavorable Information).
- l. Claims (AR 27-20, Claims).
- m. Security clearances (AR 380-67, Personnel Security Program)

These are some Request for Assistance and / or Complaints that are Generally Not Appropriate for an Inspector General.

- a. Non-Related Army Matters
- b. Equal Opportunity Complaints
- c. Hazardous Work Conditions
- d. Issues with Other Forms of Redress
- e. Criminal Allegations
- f. Allegations Against Senior Officials
- g. Allegations Against Members of SAPs and SAs
- h. Allegations of Misconduct for a Specific Profession
- i. Complaints Involving Suicide
- j. Non-Support of Family Members
- k. Paternity Cases
- l. Child Custody

Complaint in the above areas has specific procedures for redress. The Inspector General will still complete an Inspector General Action Request to capture the request for assistance; thoroughly analyze the complaint for all issues and allegations to ensure that the entire matter is not appropriate for the Inspector General. In cases where the issues are not appropriate for the Inspector General, the IG will provide as much teaching and training as possible. In this case the Inspector General will refer the case to the appropriate agency.



INSPECTOR GENERAL
U.S. ARMY MILITARY DISTRICT OF WASHINGTON



IG INFORMATION

- Current Newsletter
- Mental Health Referral
- DADT Policy

**ASK FOR HELP
SUBMIT YOUR
ISSUE
TO THE
INSPECTOR
GENERAL**

★★★★★ **EVERYONE has the right**

Contact Information for Fort Belvoir IG:

Main (703) 806-0088

FAX (703) 806-0038

<http://inspectorgeneral.mdw.army.mil/>

Fort Belvoir Address:

6015 5th Street, Bldg 1468

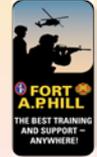
Ft Belvoir, VA, 22060

[Click to return to Home Page](#)





Chaplain Support



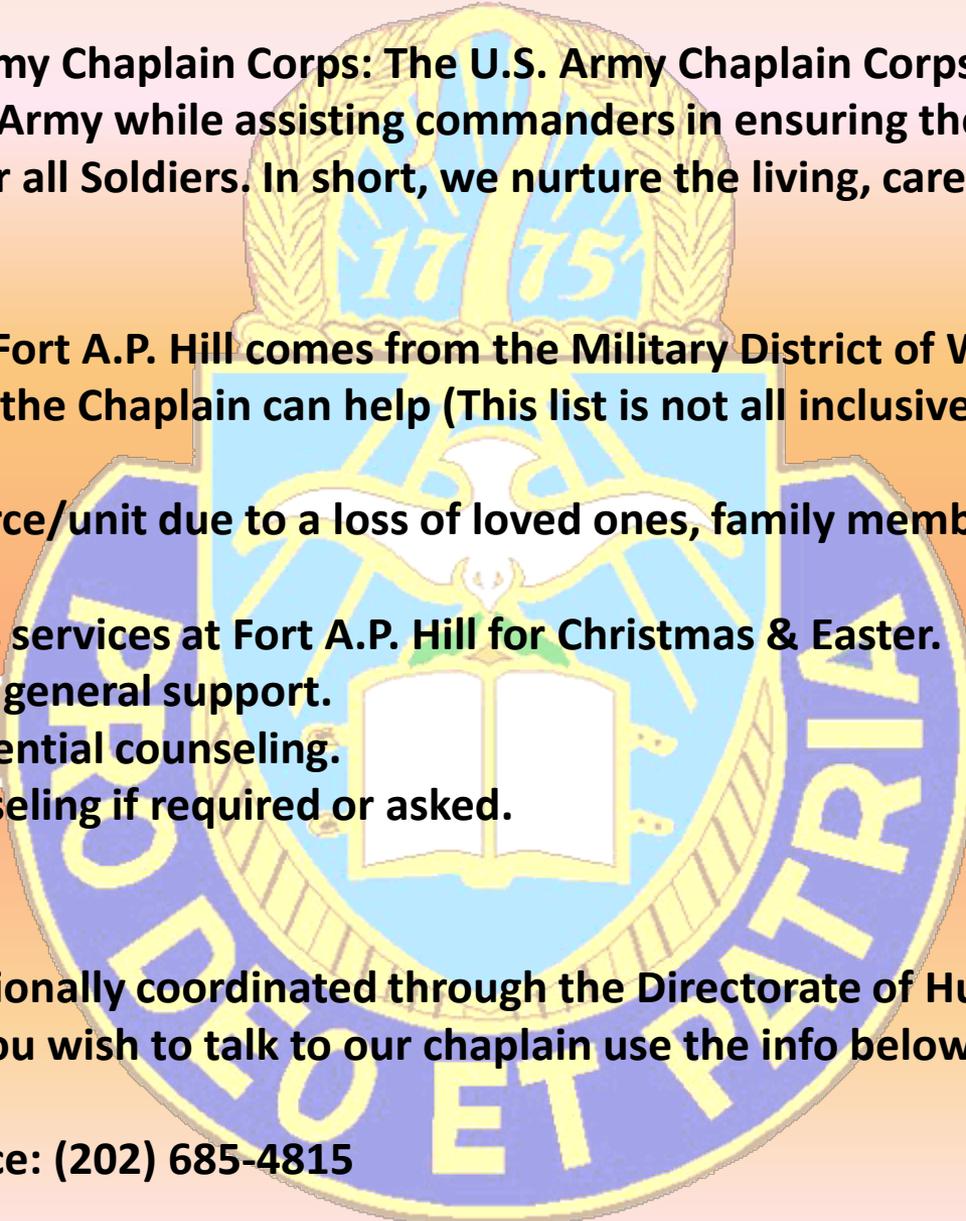
Mission of the U.S Army Chaplain Corps: The U.S. Army Chaplain Corps provides religious support to America's Army while assisting commanders in ensuring the right of free exercise of religion for all Soldiers. In short, we nurture the living, care for the wounded, and honor the fallen.

Chaplain support for Fort A.P. Hill comes from the Military District of Washington. Times and situations where the Chaplain can help (This list is not all inclusive).

- Console the workforce/unit due to a loss of loved ones, family members, and fellow employees/Soldiers.
- Performing religious services at Fort A.P. Hill for Christmas & Easter.
- Command and Staff general support.
- Personal and confidential counseling.
- Sexual assault counseling if required or asked.
- General Questions.

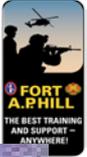
The Chaplain is traditionally coordinated through the Directorate of Human Resources (DHR). If you wish to talk to our chaplain use the info below.

MDW Chaplain's Office: (202) 685-4815





Fort A.P. Hill Family Outreach Group (FOG)



Fort A.P. Hill maintains and operates a consolidated Family Outreach Group (FAPH FOG) to support permanently assigned Soldiers, DA Civilians and their dependents. FAPH FOG is a Command sponsored organization of all assigned Soldiers (married and single), DA civilians, volunteers and their Families (immediate and extended) that together enhance the readiness and resilience of the workforce, provide mutual support and assistance to the workforce, and promote a network of communications between Family members, the chain of command, and community resources.

Items generally provided (as available):

- Food Items
- Clothing
- Children's toys
- Small appliances
- Life Skill Training & Education (Financial Readiness, Couponing, etc.)

All goods and like items mentioned above are donated by Fort A.P. Hill employees for Fort A.P. Hill employees. All assistance provided is absolutely confidential.

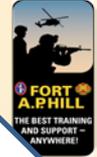
Contact Information for Fort A.P. Hill Family Outreach Group:

Ms. Jean Dargle
Main -760.447.8275
darglep@aol.com

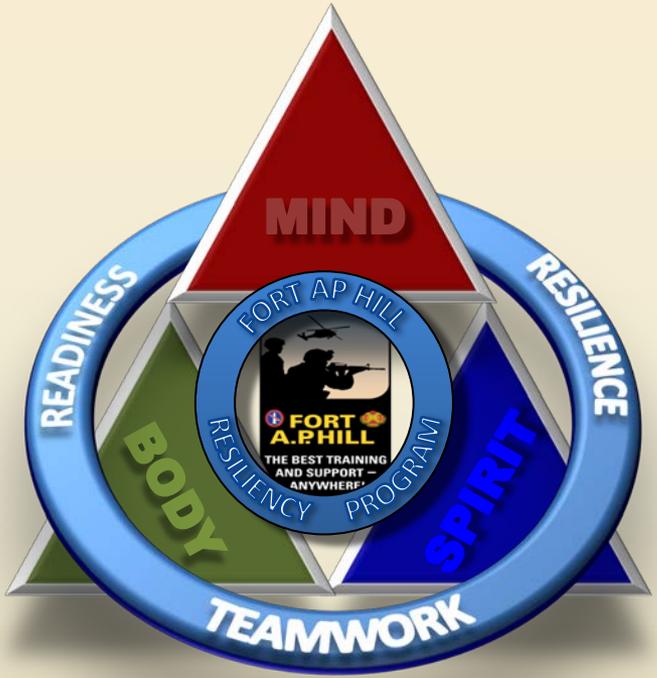




Fort A.P. Hill Community Health Promotion Council



The Fort AP Hill CHPC is designed to provide a comprehensive approach to health promotion, with emphasis on physical, spiritual and mental fitness and its relationship to people at the individual, organizational, and community levels.



- MIND
- Master Resiliency Training
 - CSF2
 - CYSS/CDC
 - Transition
 - Sponsorship
 - ASAP/Suicide Prevention
 - Behavioral Health
 - Army Continuing Education System
 - Soldier for Life
 - BOSS
 - Survivor Outreach Services

- BODY
- **Performance Triad:**
(Rest, Activity, Nutrition)
 - **SHARP**
 - **Training (Big 4):**
 - PT, Combatives
 - Foot Marches
 - Marksmanship;
 - 1st Aid; Battle Drills
 - Master Fitness Training
 - Intramurals/ASP
 - EFMP
 - SFAC
 - IDES

- SPIRIT
- Strong Bonds/Retreats
 - Chapel Services
 - Family Life Center
 - Religious Education
 - PWOC/MCCW

Contact Information for Fort A.P. Hill CHPC:

Mr. Joe Calderon
 Main -804.633.8268
joe.p.calderon.civ@mail.mil

[Click to return to Home Page](#)





Army Emergency Relief (AER)



AER has introduced a few new categories of assistance to include travel funds for relocation, repair of HVAC, purchase/repair of stoves and refrigerators, child car seats, cranial helmets, widows' lifetime membership with Army and Air Force Mutual Aid Association (AAFMAA) and maximum scholarship for children of Soldier who die on active duty. Also, the Commander's Referral Program has been increased giving Unit Commanders and First Sergeants approval authority for up to \$1500 for AER assistance provided they have received mandatory training provided by the AER Officer.

For AER assistance, please bring with you the following:

- * Application for AER Financial Assistance, [DA Form 700](#). This form MUST be signed by your Unit Commander or First Sergeant. This form is also available through your Unit's Orderly Room.
- * Commander's Referral Program, Application for Financial Assistance, [DA Form 600](#).
- * Military ID card
- * Proof of income (i.e. Leave and Earnings Statement (LES), paystub, etc.)
- * Provide copies of the bills that you are having difficulty paying
- * Reserve Component Soldiers need to bring the current set of orders that place them on active duty for greater than 30 consecutive days
- * Spouses must be able to present a Power of Attorney (POA) if requesting assistance in the Soldier's absence. If there is no POA, Soldier contact and concurrence for assistance can be obtained through the American Red Cross

Fort A.P. Hill AER Information and POC:
Nadine N. Norris
NAF Fin Mgt Officer, AER Officer
Family and MWR Fund
4135 Montague Road, Bldg 145
Fort A.P. Hill, VA 22427
Comm: (804) 633-8207; DSN: 578-8207 or <http://aphillmwr.com/aer.html>

AER also has Scholarships available: Visit scholarships@aerhq.org or <http://aphillmwr.com/images/aer/Scholarship%20programs.pdf>

Click to return to Home Page



A Ready and Resilient Force is the Key to keeping the Army Strong



Financial Readiness Program (FRP)



The Financial Readiness Program (FRP) offers a wide range of services to assist Active Duty and Retired military, their ID card Family members and Department of the Army (DA) Civilian employees with their financial affairs. Our goal is to help you save money, live within your means, and invest for the future. We want to help Soldiers, veterans, and Families prevent financial difficulties before they arise.

FRP Services

Classes

FRP offers a variety of free classes throughout the year to educate and assist in managing your wealth and achieving your financial goals. Take a look at the class schedule; registering is easy! Just call [703-805-4590](tel:703-805-4590).
2013 FRP Class Schedule

Financial and Budget Counseling

Appointments with a financial counselor are available to discuss methods and tips to manage your finances. The Counselor develops a personal financial analysis to determine the household's monthly income and living expenses. In order to make an accurate assessment of your financial situation, you must bring the following to your appointment:

- * Most recent end-of-month Leave and Earnings Statement (LES)
- * Spouse's earning statement(s) for the past month (if applicable)
- * Proof of any other household income
- * Most recent statement(s) from creditor(s) indicating current balance, interest rate, and minimum payment



Website: <http://www.belvoirmwr.com/Facilities/ACS/#frp>

Click to return to Home Page



A Ready and Resilient Force is the Key to keeping the Army Strong!



Army Continuing Education System (ACES)



GoArmyEd

VA Benefits: If you want to learn more about your VA Educational Benefits or the Veterans Opportunity to Work (VOW) Act go to the following links: <http://www.va.gov/explore/educational-services.asp> & <http://www.benefits.va.gov/vow/>.

GoArmyEd: Learn about Tuition Assistance or other Army education programs including Civilian Education; check out the GoArmyEd link or contact your local education center. <https://www.goarmyed.com>.

Plan for your future and stop by or call your nearest education center. They will help you with Goal Setting, Assessments, GoArmyEd, GI Bill information and assist with the following areas and much more:

- Basic Skills & Counseling Services
- GT Prep & Functional Academic Skills Training (FAST)
- GED/FSCP Education Assistance
- CLEP/DSST & Credit by Exam Testing
- College Admissions Testing & Collegiate Information
- Tuition Assistance (TA), VA Benefits, Financial Aid, Testing
- Test for Adult Basic Education (TABE)
- Armed Forces Classification Test (AFCT)
- Defense Language Proficiency Test (DLPT)
- Defense Language Aptitude Battery (DLAB)
- Transcript Assistance
- Vocational & Technical Assistance
- DANTES Testing & Experiential Learning & Certification

Local (Army) Education Services:

Ft. Belvoir Ed Center:

**Barden Education Center
Bldg. 1017
(703) 805-9270**

**Operating Hours:
Mon-Fri, 07:30 to 16:00**

**Counseling Services:
Mon-Fri, 7:30 a.m. to
15:30: (703) 805-9268**

**Website:
https://www.goarmyed.com/public/facility_pages/Fort_Belvoir_Education_Center/default.asp**

Ft. Meade Ed Center:

**Fort Meade Army
Education Center
8601 Zimborski Avenue
(301) 677-2064**

**Operating Hours:
Mon-Fri, 08:00 to 16:00**

**Counseling Services:
Mon-Fri, 08:00 a.m. to
16:00: (301) 677-6421**

**Website:
https://www.goarmyed.com/public/facility_pages/Fort_Meade_Education_Center/default.asp**

Ft. Lee Ed Center:

**Army Education Center
700 Quarters Road,
Building 12400
(804) 765-3570; DSN: 539**

**Operating Hours:
Mon-Fri, 08:00 to 16:30**

**Counseling Services:
Mon-Fri, 08:00 a.m. to
16:30: (804) 765-3570**

**Website:
<http://www.lee.army.mil/hrd/army.continuing.education.system.aspx>**



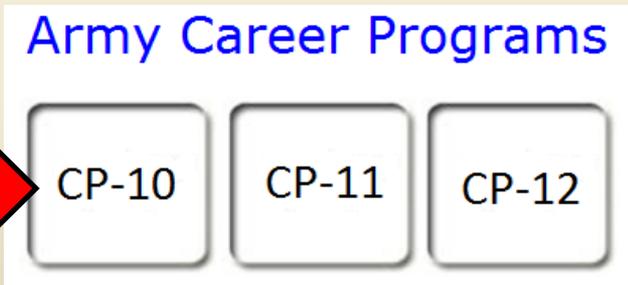
ACES: Promotes lifelong learning, readiness, and resilience through flexible and relevant education programs, services, and systems in support of the Total Army Family.



FAPH Civilian Training & Leadership Development (CTLD)



CTLD Mission: Provide the garrison workforce with an effective and efficient program that will manage civilian individual, professional development, and leader development training requirements.



Interactive training folders

Career Counseling by Career Program

Tracking Libraries

Recognized as a IMCOM Best Practice, this program has been instrumental in providing developmental opportunities across the Garrison. For more information visit the link below at the FAPH intranet or call **Mrs. Madelaine Perrotte-Clontz: (804) 633-8722**. Each directorate has a CTLD member, find yours.

<https://aphiva0160dm006/dir/PTMS/elearning/default.aspx>





Soldier Transition Program



Will you be transitioning out of the Army soon? Start early on your transition and use time to your advantage to be successful once you depart the Army!

Mandated Army Career & Alumni Program (ACAP) timelines follows: Receive a pre-separation briefing NLT 90 days prior to separation from Active Duty (Includes a pre-separation brief and workshop). Retiring soldiers can start up to **two** years prior to retirement, and non-retiring soldiers can start as early as **one** year prior to separation. Remember, start as early as possible to prepare for success:

Who can use ACAP and Transition services.?

- **Regular Army: Active Duty**
- **Regular Army: Retired**
- **Army National Guard: Federal Active Duty**
- **Army National Guard: State Active Duty**
- **Army National Guard: Drilling**
- **Army National Guard: Retired**
- **Army Reserve: Active Duty**
- **Army Reserve: Drilling**
- **Army Reserve: Retired**

Local ACAP Services:		
<p>Ft. Belvoir ACAP Info: Barden Education Center Bldg. 1017 (703) 805-9247</p> <p>Hours: Mon-Fri, 7:30 a.m. to 4 p.m.</p> <p>Website: https://www.belvoir.army.mil/services/acap.asp</p>	<p>Ft. Meade ACAP Info: 4216 Roberts Ave. Room 117 Fort Meade, MD 20755 (301) 677-9871</p> <p>Hours: Monday through Wednesday and Friday: 7:30 a.m. to 4 p.m. Thursday: 7:30 a.m. to 2:30 p.m.</p> <p>Website: http://www.ftmeade.army.mil/pages/organizations/dhr/acap/</p>	<p>Ft. Lee ACAP Info: Soldier Support Center Building 3400, Room 126 1401 B Ave (804) 734-6612; DSN: 687</p> <p>Hours: Monday - Friday, 7:30 a.m. to 4:30 p.m. (closed federal holidays)</p> <p>Website: http://www.lee.army.mil/hrd/army.career.alumni.program.aspx</p>

For comprehensive information on transition services go to the Army ACAP or the My Army Benefits Links below:

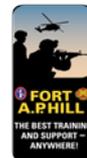
<https://www.acap.army.mil/default.aspx>

[http://myarmybenefits.us.army.mil/Home/Benefit Library/Federal Benefits Page/Army Career and Alumni Program \(ACAP\).html](http://myarmybenefits.us.army.mil/Home/Benefit%20Library/Federal%20Benefits%20Page/Army%20Career%20and%20Alumni%20Program%20(ACAP).html)





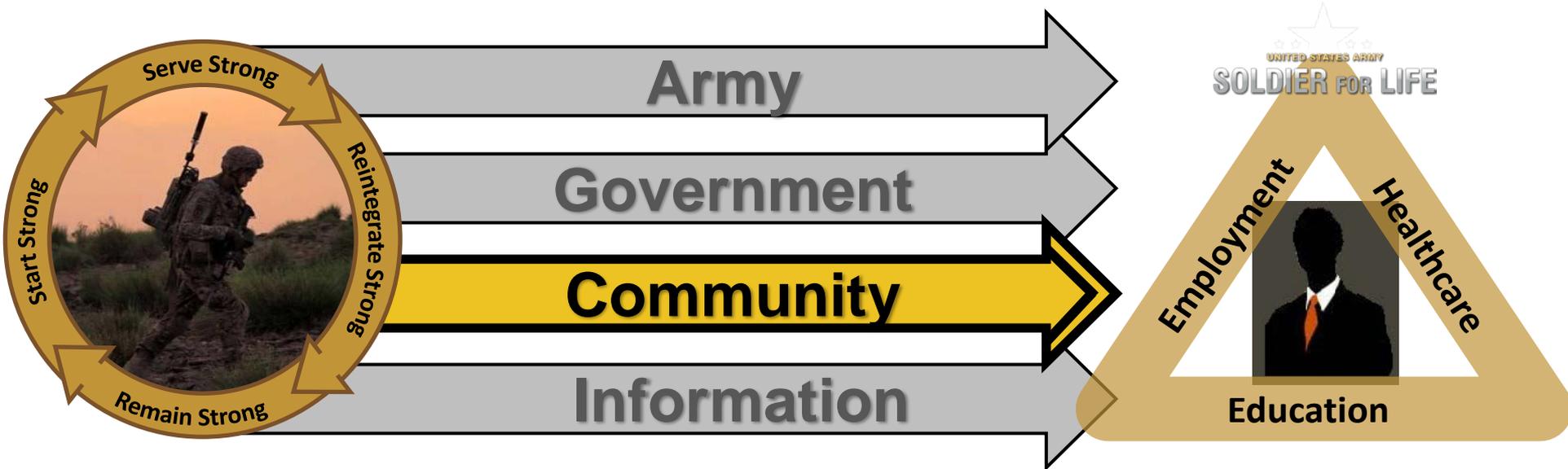
Soldier for Life (SFL) Framework



Contact # (703) 545-2637

Mission

Soldier for Life enables Army, governmental, and community efforts to facilitate successful reintegration of our Soldiers, Veterans, and their Families in order to keep them Army Strong and instill their values, ethos, and leadership within communities.



Endstate

Soldiers, Veterans, and Families leave military service “career ready” and find an established network of enablers connecting them with the employment, education, and healthcare required to successfully reintegrate into civilian society.

