



# CHIEF NATIONAL GUARD BUREAU INSTRUCTION

NG-J1-R  
DISTRIBUTION: A

CNGBI 1801.01  
Issued 09 June 2014  
Expired 09 June 2019  
Validity extended to 01 July 2020

## YELLOW RIBBON REINTEGRATION PROGRAM

References: See Enclosure B.

1. Purpose. This instruction establishes policy and assigns responsibilities, in accordance with (IAW) reference a, for the Yellow Ribbon Reintegration Program (YRRP) at the National Guard (NG). The YRRP is a proactive outreach program, operating from pre-deployment to post-deployment, that provides assistance to Army National Guard (ARNG) and Air National Guard (ANG) Service members, as well as family members and Designated Individuals (hereafter referred to as “Families/DIs”), in the States, Territories, and the District of Columbia (hereafter referred to as “States”).
2. Cancellation. None.
3. Applicability. This instruction applies to all elements of the NG.
4. Policy. It is NG policy that Service members and their Families/DIs are provided the optimum level of support before, during, and after deployment through the Joint National Guard Yellow Ribbon Reintegration Program Management Office (NG-J1-R) within the Directorate of Manpower and Personnel (NG-J1).
  - a. YRRP events and activities are aimed at those Service members ordered to active duty or full-time operational support, other than for training, in the Continental United States (CONUS) or outside CONUS, for 90 consecutive days, as well as their Families/DIs. At a minimum, these events and activities are provided in all deployment phases and conducted in a timely manner, in geographically centric locations, as often as possible to ensure maximum participation from Service members and their Families/DIs.

**UNCLASSIFIED**

b. Attendance at YRRP Events and Activities.

(1) Attendance is mandatory at all pre- and post-mobilization or deployment events for Service members mobilizing or deploying for the first time.

(2) Attendance is mandatory at all pre- and post-mobilization or deployment events for Service members mobilizing or deploying for a subsequent time, if the subsequent time is more than two years from the date of the previous mobilization or deployment.

(3) The Adjutants General (TAG), or their designated representatives, have the discretion to waive attendance at all pre- and post-mobilization or deployment events for Service members mobilizing or deploying for a subsequent time within two years of the previous mobilization or deployment. Nevertheless, factors that may lead to requiring attendance include, but are not limited to, the following:

(a) When a Service member experiences a significant life change since the last mobilization or deployment. Examples of significant life changes include, but are not limited to, marriage, divorce, birth, adoption, and relocation.

(b) When a Service member is ordered to a high-stress CONUS mission, such as an unmanned aerial or military intelligence assignment.

5. Definitions. See Glossary.

6. Responsibilities. See Enclosure A.

7. Summary of Changes. This is the initial publication of CNGBI 1801.01.

8. Releasability. This instruction is approved for public release; distribution is unlimited. NGB directorates, TAGs, the Commanding General (CG) of the District of Columbia, and Joint Force Headquarters-State (JFHQ-State) may obtain copies of this instruction through <<http://www.ngbpd.cngb.army.mil>>.

9. Effective Date. This instruction is effective upon publication and must be reissued, cancelled, or certified as current within five years of its publication.



FRANK J. GRASS  
General, USA  
Chief, National Guard Bureau

Enclosures:

- A -- Responsibilities
- B -- References
- GL -- Glossary

ENCLOSURE A

RESPONSIBILITIES

1. Director of NG-J1. The Director of NG-J1 will:

a. Provide executive-level oversight of the joint YRRP program, ensuring it serves ARNG and ANG Service members and their Families/DIs and is also open to all Reserve Components.

b. Oversee NG-J1-R, the office responsible for developing, coordinating, issuing, and managing NG YRRP policy.

2. Chief of NG-J1-R. The Chief of NG-J1-R will:

a. Oversee State-level program execution through ARNG and ANG YRRP Program Managers.

b. Serve as the primary point of contact between TAGs, CG, ARNG and ANG directorates, and the Office of the Secretary of Defense (OSD).

c. Collaborate with other Reserve Component YRRP managers to further develop policies that reflect the needs of Service members and their Families/DIs.

d. Assist, through outreach at the joint level, the JFHQs-State to maximize opportunities for support services from entities at the Federal, State, national, and local level, such as:

(1) Federal agencies (for example, Department of Veterans Affairs (VA)).

(2) State agencies (for example, State Department of Labor (DOL)).

(2) Local organizations (for example, Veterans Service Organizations (VSO)).

e. Request that manpower and personnel support providers participate at YRRP events and activities. Support providers include:

(1) Employer Support of the Guard and Reserve.

(2) Transition Assistance Advisors.

(3) Family Programs.

- f. Coordinate with the National Guard Bureau's Joint Surgeon General to request the use of Directors of Psychological Health.
- g. Establish a continuous process of analysis, integration, and distribution of data on the NG YRRP.
- h. Distribute best practices, lessons learned, and funding statuses IAW reference b to the Chief of the National Guard Bureau (CNGB), the Director of the Army National Guard (ARNG), the Director of the Air National Guard (DANG), The Special Assistant to the Chief of the National Guard Bureau, TAGs, CG, JFHQs-State, and the Department of Defense (DoD).
- i. Submit consolidated information from DARNG and DANG on NG-hosted YRRP events and activities to the appropriate DoD office no later than the first day of the month in February, May, August, and November, IAW reference b. Report requirements will provide not only event and activity information, to include participant data, but any metric information that may be needed. This report includes:
- (1) A report of deployment support and reintegration programs and activities conducted in the preceding quarter, including dates, times, locations, events, activities, programs, sponsors, partners, actual number of participants (sorted by ARNG and ANG), and unfunded requirements, as well as media reports, unmet needs, participant satisfaction, evaluations, and comments.
  - (2) A forecast of planned deployment support and reintegration programs and activities for the next quarter, including dates, times, locations, events, activities, programs, sponsors, partners, anticipated number of Service members and Families/DIs participating, and un-resourced requirements.
  - (3) Financial data coordinated between NG-J1-R, ARNG, and ANG.
- j. Maintain a national calendar of NG-hosted YRRP events and activities by State and unit, accessible to Service members and their Families/DIs as well as other appropriate stakeholders.
- k. Develop a single interactive YRRP website portal, created with input from DoD, ARNG, and ANG, through which personnel will have automated access to the national calendar, applying for event and activity funds, and other YRRP services.
- l. Institute a single YRRP training program, online and in the classroom, for NG personnel responsible for implementing the NG YRRP, created with input from DoD, ARNG, and ANG.

m. Encourage communication between TAGs and CG to ensure top-level support of the NG YRRP in the States and to gain input on the needs of Service members and their Families/DIs to maintain program execution relevance.

n. Conduct joint planning and coordination meetings with ARNG and ANG YRRP program representatives to receive input, provide informational updates, discuss issues and initiatives, solidify implementation practices, and share best practices, on a monthly or as-needed basis.

o. Adapt reintegration programs, when appropriate, to accommodate special needs of Service members and their Families/DIs while preserving the intent of references a and b.

3. DARNG and DANG. The DARNG and DANG will:

a. Oversee the daily working relationship between State YRRP personnel, to include ensuring that they meet minimum YRRP standards; receive necessary training; and coordinate, through Service program managers, joint resources with the OSD Joint Family Resource Center.

b. Collaborate with NG-J1-R on DARNG- and DANG-directed program updates to ensure they are developed and issued jointly.

c. Review proposed State events and activities for cost-effectiveness.

d. Budget for costs associated with conducting YRRP events and activities, such as pay and allowances for Service members and Invitational Travel Authorizations for Families/DIs, incorporating input from NG-J1-R.

e. Build partnerships, with assistance from NG-J1-R, to maximize opportunities for support services from entities at the Federal, State, national, and local level, such as VA, State DOLs, and VSOs.

f. Coordinate use of support providers IAW paragraphs 2.e and 2.f.

g. Mandate Service member attendance at YRRP events and activities IAW Policy paragraph 4.b in this instruction.

h. Ensure Service members are paid for their participation at YRRP events and activities IAW ARNG and ANG policies.

i. Collaborate with Reserve Components at the State and regional level to combine YRRP events and activities, when possible, to support geographically dispersed Service members and their Families/DIs.

- j. Implement Reserve Component policy on use of funds at YRRP events and activities attended by non-NG Service members and their Families/DIs.
- k. Solicit input from Service members and their Families/DIs on a continuous basis and incorporate a method of responding to concerns.
- l. Conduct quarterly and annual performance assessments of YRRP implementation within the ARNG and ANG, to include the satisfaction of Service member and their Families/DIs with YRRP-provided services, and provide these assessments to NG-J1-R.
- m. Submit quarterly reports to NG-J1-R by the 15th day of the month in January, April, July, and October, IAW paragraph 2.i of this enclosure.
- n. Provide the Director, NG-J1, with input to develop and institute the products described in paragraphs 2.k and 2.l of this enclosure.
- o. Send YRRP representatives to joint planning and coordination meetings with the Director, NG-J1, for purposes described in paragraph 1.n of this enclosure.

ENCLOSURE B

REFERENCES

PART I. REQUIRED

- a. Public Law 110-181, 28 January 2008, “National Defense Authorization Act for Fiscal Year 2008”
- b. DoD Instruction 1342.28, 30 March 2011, “DoD Yellow Ribbon Reintegration Program (YRRP)”

PART II. RELATED

- c. DoD Secretary of Defense Memorandum, 17 July 2008, “Designation of the Under Secretary of Defense for Personnel and Readiness (USD (P&R)) as the DoD Executive Agent for the Yellow Ribbon Reintegration Program”
- d. DoD Under Secretary of Defense for Personnel and Readiness Memorandum, 07 July 2010, “Use of Appropriated Funds for the Yellow Ribbon Reintegration Program (YRRP)”
- e. Public Law 111-383, 07 January 2011, “National Defense Authorization Act for Fiscal Year 2011”
- f. Public Law 112-81, 31 December 2011, “National Defense Authorization Act for Fiscal Year 2012”
- g. DoD Instruction 6060.2, 19 January 1993, Change 2, 25 August 1998, “Child Development Programs (CDPs)”
- h. Joint Federal Travel Regulations, Volume 1, “Uniformed Service Members”
- i. AF Instruction 34-276, 01 November 1999, ANG Supplement, 15 July 2007, Certified Current 06 August 2013, “Family Child Care Programs”
- j. NG Pamphlet 95-5, 04 November 2011, “Use of Army National Guard Aircraft”
- k. DoD Financial Management Regulation, Volume 10, June 2012, “Contract Payment Policy”
- l. DFAS-IN Regulation 37-1, “Finance and Accounting Policy Implementation”

CNGBI 1801.01

09 June 2014

Extended to 01 July 2020

m. AF Instruction 65-601, Volume 1, 16 August 2012, "Budget Guidance and Procedures"

## GLOSSARY

### PART I. ABBREVIATIONS AND ACRONYMS

ANG	Air National Guard
ARNG	Army National Guard
ARNG	Director of the Army National Guard
CG	Commanding General of the District of Columbia
CNGB	Chief of the National Guard Bureau
CONUS	Continental United States
DANG	Director of the Air National Guard
DoD	Department of Defense
DOL	Department of Labor
IAW	In accordance with
JFHQ-State	Joint Force Headquarters-State
NG	National Guard
NG-J1	Directorate of Manpower and Personnel
NG-J1-R	Joint National Guard Yellow Ribbon Reintegration Program Management Office
OSD	Office of the Secretary of Defense
TAG	The Adjutant General
VA	Department of Veterans Affairs
VSO	Veterans Service Organization
YRRP	Yellow Ribbon Reintegration Program

### PART II. DEFINITIONS

After Action Report -- A formal report generated to analyze performance and provide feedback on lessons learned, recommendations, and process refinement.

Defense Enrollment Eligibility Reporting System -- The verification database that shows eligibility for medical treatment of military members and their family members at military medical treatment facilities and for payment of treatment at civilian health care facilities through TRICARE.

Deployment -- The relocation of forces and materiel to desired operational areas. Deployment encompasses all activities from origin or home station through destination, including intra-continental United States; intra-theater; and intra-theater movement legs, staging, and holding areas.

Deployment Cycle -- The deployment cycle consists of four phases: pre-deployment, deployment, demobilization, and post-deployment or reconstitution.

Deployment Phase -- The period from deployment of a National Guard or Reserve unit or individual, until the unit or individual arrives at a demobilization station or returns to home station in the continental United States.

Department of Labor -- The Department of Labor administers and enforces more than 180 Federal laws and multiple veterans programs.

Designated Individual -- A person designated by the Service member whose presence at the Yellow Ribbon Reintegration Program event may contribute to the purpose of the event for the Service member.

Employer Support of the Guard and Reserve -- A Department of Defense organization that seeks to develop and promote a culture in which all American employers support and value the military service of their employees by recognizing outstanding support, increasing awareness of the Uniformed Services Employment and Reemployment Rights Act, and resolving conflict through mediation.

Event -- A unit- or command-hosted Yellow Ribbon Reintegration Program exercise or presentation that is funded to gather Service members, family members, or Designated Individuals for training related to the deployment cycle. Events focus on preparation for the successful reintegration of the Service member, family member, or Designated Individual, as applicable.

Family Member -- May include spouse, children, parents, grandparents, or siblings as recognized by the Defense Enrollment Eligibility Reporting System. This definition is used for attendance at Yellow Ribbon Reintegration Program events.

Invitational Travel Authorization -- The authority to compensate for travel, per diem, housing, meals, and incidentals. The Army and Air National Guard may limit the number of family members according to fiscal or logistic constraints to meet the intent of this instruction.

Post-deployment -- The period from the Service member's arrival at home station until 180 days following demobilization or re-deployment.

Pre-deployment -- The period from first notification of mobilization or deployment until deployment of the alerted unit or individual.

Veterans Administration -- A Federal agency that provides patient care and a wide range of Federal benefits, programs, and services to veterans and their dependents, including disability compensation, education and training,

vocational rehabilitation and employment, home loan guaranty, dependent and survivor's benefits, medical treatment, life insurance, and burial benefits.

Veterans Service Organization -- Private, non-profit groups that advocate on behalf of veterans.

Yellow Ribbon Reintegration Program -- A program that networks military services, Veterans Service Organization, State government departments, and other agencies to provide information, resources, referral, and proactive outreach to Service members, their family members, employers, and youth throughout mobilization phases.