

Human Resources Services Branch  
(NGGA-PER)

**Blended Retirement  
System -  
Continuation Pay  
(BRS-CP)**

Joint Force Headquarters  
Georgia Army National Guard  
Marietta, GA  
1 October 2024

# ***SUMMARY of CHANGE***

## **Blended Retirement Continuation Pay (BRS-CP) Revision dated 1 October 2024**

o All BRS-CP requests initiated after 1 OCT 2024 must have a control number generated by NGB. Soldiers must submit a control number request form to initiate this process. The Control number request form (Attachment 1) can also be found as a download on the BRS-CP Request Teams application. (reference para 2-2b)

o By signing the BRS-CP Request form the Soldier is committing to serve an additional 4 years of Service. Soldiers who do not have 4 years of service left on their current contract MUST extend prior to signing the BRS-CP request form. Officers must have the requisite time remaining on their MRD. (reference para 2-1b).

o Added reference to DPRO Leadership Report "Blended Retirement". (reference para 2-2a).

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## **Chapter 1 Overview**

### **1-1. Applicability**

Eligible Army National Guard Soldiers who have enrolled in the Blended Retirement System (BRS) and are between 8 and 12 years of service, can receive an incentive for agreeing to continued service for an additional 4 years. These stipulations are based on calendar year (CY24) guidance and may be adjusted. Soldiers must ensure they are referencing the current calendar year's BRS-CP guidance, particularly for the time in service (TIS) eligibility window, length of extension required, and amount of incentive (payment multiplier). Current CY guidance can publish before the new CY starts, but historically publishes in March or April after the new CY has started.

### **1-2. References**

See appendix A.

### **1-3. Point of contact**

BRS-CP Email group, [ng.ga.gaarnng.list.ngga-g1-brs-cp@army.mil](mailto:ng.ga.gaarnng.list.ngga-g1-brs-cp@army.mil) (678) 569-5307.

## Chapter 2

### Blended Retirement System Continuation Pay (BRS-CP)

#### 2-1. Guidelines and Limitations

- a. Eligible Army National Guard Soldiers who have enrolled in the Blended Retirement System and are mid-career Soldiers who have begun their 8th year of service but have not reached their 12th year of service (ensure current CY guidance is referenced).
- b. Service Obligation: Must agree to serve an additional 4 years from the date of signature on the BRS-CP request form. Soldiers who do not have 4 years of service left on their current contract MUST extend prior to signing the BRS-CP request form. Officers must have the requisite time remaining on their MRD.
- c. Based on CY24 guidance, eligible Soldiers receive payment(s) of 2.5 times monthly base pay (AGR) or 4 times monthly base pay (M-DAY). Ensure current CY guidance is referenced after 1 JAN 2025.
- d. Blended Retirement System Continuation Pay (BRS-CP) should be submitted 60 days prior to the Soldier reaching their 12th year of service but will be accepted as long as the Soldier's digital signature date is before the twelve-year effective date.
- e. Recipients who fail to complete the term of additional service will be terminated and subject to prorated repayment/recoupment IAW with "specification K" on the BRS-CP request form which states: "I understand that failure to complete the AOS agreed to above, may result in termination of this agreement and repayment of any unearned portion of the CP payment on a pro rata basis, unless the failure to complete the AOS specified in this agreement is due to: Death, illness, injury, or other physical impairment that is not the result of my own misconduct or willful negligence, or is the result of any other circumstance determined to be reasonably beyond my control and not incurred during a period of unauthorized absence; or Separation from military service by operation of law or regulation of DoD or the Army, when waiver for recoupment has been approved by the Secretary of the Army, or the delegated authority." Soldiers who have questions on if an event will activate this clause should contact the BRS-POC at [ng.ga.gaarnng.list.ngga-g1-brs-cp@army.mil](mailto:ng.ga.gaarnng.list.ngga-g1-brs-cp@army.mil)
- f. Soldiers who fail to request BRS-CP BEFORE their 12th year of service will forfeit the incentive, based on current CY guidance. The ABCMR Board is the only recourse to request payment after year 12.
- g. Blended Retirement System Continuation Pay (BRS-CP) contracts should be generated and processed in GIMS, however that functionality in GIMS is not operational and BRS-CP payments are required to be manually processed at the state and NGB level. The manual process is detailed in section 2-2 below.
- h. New CY BRS-CP requests cannot be processed until the updated CY guidance is published due to changing multipliers and requirements. BRS-CP requests should be submitted prior to 31 December of the previous CY or AFTER new CY guidance is published.
- i. Soldiers who must sign a previous year's BRS-CP request form after 1 January of the new CY, but before the new guidance is published, must complete a DA Form 4187 to update the BRS-CP request before it can be processed for payment. Soldiers who will surpass 12 years of service before publication of the current year BRS-CP guidance must sign the previous CY BRS-CP form before the 12th year of service with the knowledge that a DA Form 4187 must be completed to correct the BRS-CP request form before it can be processed.
- j. Soldiers who know they were enrolled in the BRS but are no longer showing enrolled on their LES or the DPRO report, must correct this in the pay system before starting the incentive request process. This most commonly occurs with Soldiers who have been discharged in any capacity (to include

commissioning or inter-service transfer). Soldiers with this issue must create a CRM case in IPPS-A to correct their retirement system type prior to requesting BRS-CP.

## **2-2. Applying for BRS-CP**

a. **Verifying eligibility:** Unit representatives should check the DRPO BRS-CP eligibility report to ensure their Soldiers meet the eligibility criteria before the Soldier initiates a BRS-CP request (see attachment 8 on how to navigate to the report).

b. Part 1: Control Number Request Form. (Attachment 1)

(1) Soldiers must verify intent to claim BRS-CP by completing the BRS-CP Control Number request form (attachment 1).

(2) After completing the BRS-CP Control Number request form (attachment 1), unit admin personnel will submit the request form on the BRS-CP application (found on the “GAARNG G1” team, “Services” channel). Reference Appendix B, Figure 1-1.

(3) State Incentives Managers will verify eligibility and submit the form to NGB. NGB will complete the BRS-CP request form (attachment 2) and return it to the state for signatures.

c. Part 2: BRS-CP Pay Request Form. (Attachment 2)

(1) After receiving the BRS-CP pay request form, Unit representatives must verify that Soldiers have 4 years remaining on their contract before the Soldiers can sign the form. Soldiers must complete an “out of window” extension if ETS is less than 4 years from the date of the Soldiers signature on the request form.

(2) Soldiers must input the date (before signing) and CAC sign the BRS-CP Application (attachment 2, blocks 7 and 8) NOTE: all signatures must be digitally signed with a CAC.

(3) After the Soldier signs, the Company Commander will add the date and digitally sign with a Common Access Card (CAC) in block 11 and 12. Blocks 9 and 10 MUST be left blank for NGB to sign as the Certifying official. Forms that are not dated or CAC signed will be returned to the unit for corrections. The BRS-CP request should follow the naming convention of LAST FIRST MIDDLE\_CY24\_BRS-CP\_Request\_YYYYMMDD.

(4) The Commander or Unit personnel will forward the Application to: [ng.ga.gaarnng.list.ngga-g1-brs-cp@army.mil](mailto:ng.ga.gaarnng.list.ngga-g1-brs-cp@army.mil)

c. Part 3: State Processing. The G-1 Incentives team will complete the following:

(1) If required, verify the extension was completed in IPPS-A and DA Form 4836 was uploaded in the Soldier’s iPerms record.

(2) Input the ADSO in IPPS-A. Soldiers will be coded with an “S4 – Blended Retirement System (continuation pay)” ADSO code.

(3) Submit via email to NGB for processing and payment.

**Attachments**

Attachment 1 - HRM-I BRS-CP Control Number Request Form 1OCT24

Attachment 2 - Continuation Pay (Blended Retirement System) Request Form, dated 20220101

Attachment 3 - Continuation Pay (BRS-CP) Policy Guidance – CHANGE 1, 30 September 2024

Attachment 4 - DA 4187 Sample Correction

Attachment 5 - A Guide to the Uniformed Services BRS December 2017

Attachment 6 - LES showing BRS election

Attachment 7 - Continuation Pay (BRS-CP) Policy Guidance, 25 March 2024

Attachment 8 - How to Access DPRO BRS-CP Roster

**Appendix A  
References**

**Section I  
Publications**

**BRS Information website with policy:** <https://militarypay.defense.gov/blendedretirement/>

**NGB Policy Memorandum**

Blended Retirement System Continuation Pay (BRS-CP) – Calendar Year 2024 Implementation  
Guidance, 25 March 2024



**Appendix B  
Figures**

The screenshot shows a web application interface for a "Blended Retirement Continuation Pay Request". At the top, there is a navigation bar with "General", "Posts", "Files", and "BRS-CP Submission A..." (the latter is circled in red). Below this is a blue header with the title "Blended Retirement Continuation Pay Request" and a user profile icon. The main form area contains several input fields and sections:

- Last Name**: Text input field.
- First Name**: Text input field.
- MI**: Text input field.
- DOD ID NUMBER**: Text input field.
- BDE/MSC**: Dropdown menu with "Find items" and a downward arrow.
- Status**: Dropdown menu with "Find items" and a downward arrow.
- Date SM signed**: Date input field with "12/31/2001" and a calendar icon.
- # Number of Payments**: Dropdown menu with "Find items" and a downward arrow.
- BRS Request Form**: A box containing the text "There is nothing attached." and an "Attach file" button.
- Checkboxes**: Four checkboxes for verification steps:
  - Submitter has verified the SM is in the Blended Retirement System.
  - Submitter has verified that the SM is between 8-12 years of Service from PEBD.
  - Submitter has verified that the signatures are in order from: Soldier, Unit Admin, Commander.
  - Submitter has verified that the form has not been altered after signatures were added.
- Download Blank Request Form**: A link with a downward arrow icon.
- Buttons**: "Cancel" and "Submit" buttons at the bottom right.

Figure 1-1, BRS-CP Submission Application

**Section II**  
**Forms**

BRS-CP Control Number Request Form

BRS-CP Request Form

DA Form 4187 Personnel Action Request Correction Form

## **Glossary**

### **Section I Abbreviations**

#### **ADSO**

Active-Duty Service Obligation

#### **BRS-CP**

Blended Retirement System Continuation Pay

#### **CAC**

Common Access Card

#### **GIMS**

Guard Incentive Management System

#### **IPPS-A**

The Integrated Personnel and Pay System

#### **iPERMS**

The Interactive Personnel Electronic Records Management System

#### **LES**

Leave and Earning Statement

### **Section II**

#### **Terms**

#### **Unit**

The lowest level of military organization authorized a unit identification code (UIC), such as a company, troop, battery, flight, or detachment.