

Appendix C – SRBP Assistant Agreement

STATE REFERRAL BONUS PROGRAM (SRBP) AGREEMENT FOR THE NEBRASKA ARMY AND AIR NATIONAL GUARD

Part I. Assistant Agreement

CONTROL NUMBER: _____

This agreement is entered between the Nebraska Military Department (NMD), through the Office of the Adjutant General of Nebraska, and the party listed below. Subject to the satisfaction of the terms and conditions of this Agreement, the NMD agrees to pay the SRBP Assistant identified below \$1,000.00 for assistance in enlisting new members of the Nebraska National Guard in accordance with the provisions of the SRBP (Nebraska National Guard Regulation 601-210), the terms of which are expressly incorporated herein by reference:

(SRBP Assistant's Last Name, First Name, Middle Initial [Rank if applicable])

(Complete Home Address, Phone Number, and Email Address of SRBP Assistant)

The SRBP Assistant has provided the following information about a potential new Recruit:

(Recruit's First Name, Middle Name, Last Name, Phone Number, Email address, and zip code - Hereafter Referred to as RECRUIT)

Terms & Conditions

1. The SRBP ASSISTANT expressly agrees to the following terms and conditions to receive a \$1,000.00 payment under the SRBP.
2. The SRBP ASSISTANT will refer new leads to the Nebraska National Guard. The SRBP ASSISTANT will input the Recruit's name and information into the SRBP Referral Form (available via <https://nationalguard.com/nebraska/referral>) prior to the Recruit's initial meeting with a Nebraska National Guard Recruiter. The SRBP ASSISTANT will engage with the servicing Recruiter to complete this Agreement and the State of Nebraska W-9 and ACH Enrollment Form (Appendix B).
3. The SRBP ASSISTANT agrees to be available to the prospective recruit prior to and following the Recruit's enlistment. The SRBP Assistant will provide information, guidance, mentorship, encouragement, and support until the prospective recruit enlists into the Nebraska National Guard and ships to initial military training. The Recruit must enlist into the Nebraska National Guard and ship to initial military training to satisfy the terms and conditions of this Agreement.
4. The recruit must successfully enlist into the Nebraska Army National Guard or the

Nebraska Air National Guard and complete DD Form 4, and DD Form 1966 or NGB 377, and be assigned to a unit of the Nebraska National Guard. Other documents may be required for validation and certification purposes. The Recruit must have no prior military service to be eligible under the SRBP. Furthermore, the Recruit must not have actively worked towards enlistment with a Nebraska National Guard recruiter within the last 12 months. The Recruit must identify the SRBP Assistant as the individual who referred the Recruit to the Recruiter. The SRBP Assistant is then named in the remarks section of the DD Form 1966.

5. The SRBP Assistant must be a member of the Nebraska National Guard in good standing (e.g., not flagged, except for body composition or fitness standards), a former Nebraska National Guard member who is retired or was separated honorably or under honorable conditions, or a State of Nebraska Military Department employee at the time of the enlistment. The SRBP Assistant must be a resident of the State of Nebraska.

6. The SRBP Assistant must not be excluded from eligibility to participate in the SRBP under the terms of Nebraska National Guard Regulation 601-210. The SRBP Assistant affirms they are not a member of one of the following categories excluded from eligibility under the SRBP:

a. A Nebraska National Guard member currently assigned or attached in any capacity to the Nebraska Army National Guard Recruiting and Retention Battalion or the Nebraska Air National Guard Recruiting Command.

b. A Nebraska National Guard member currently assigned or attached in any capacity as ROTC/JROTC cadre, to include retired NENG members assigned to JROTC.

c. A current or former Nebraska National Guard member who was assigned or attached in any capacity, within the last 6 months, to the Nebraska Army National Guard Recruiting and Retention Battalion, the Nebraska Air National Guard Recruiting Command, or ROTC/JROTC cadre.

d. An otherwise eligible family member of one of the above-stated excluded persons (paragraphs 6.a-6.c).

7. The SRBP Assistant certifies that they, or their family member, never performed direct and significant recruiting duties related to this Recruit, which did not previously lead to a successful enlistment.

8. The SRBP Assistant expressly certifies their eligibility to participate in the SRBP. The SRBP Assistant agrees to provide corroborating documentation upon request. The SRBP Assistant acknowledges that receipt of any SRBP funds by a prohibited person, or other significant violations of the SRBP, is considered misconduct and may lead to adverse administrative or disciplinary action against those individuals with current military service or employment with the Nebraska National Guard or Nebraska Military Department. Violations of the SRBP may also result in the SRBP Assistant being barred from future participation in the SRBP program. Where violations of the SRBP appear to constitute criminal conduct, such as fraud or misrepresentation, law enforcement will be contacted for investigation, prosecution, and recoupment of funding.

9. In the event of disputes under this agreement, the SRBP Assistant will submit a copy of this Agreement, a description of the dispute, and any supporting documentation to NEARNG RRB CSM. Further dispute procedures are contained within Nebraska National Guard Regulation 601-210.

10. The SRBP Assistant expressly understands and agrees that the SRBP payment is not due and payable by the Nebraska Military Department to the SRBP Assistant unless each condition set forth above is satisfied. All parties agree to the procedures and requirements of the SRBP as outlined in Nebraska National Guard Regulation 601-210.

11. **Certification:** I, the undersigned SRBP Assistant, declare (or certify, verify, or state) under penalty of perjury under the laws of the United States of America and the State of Nebraska that I have read and understand the foregoing terms and conditions and hereby certify that I am eligible to participate in the SRBP as an SRBP Assistant for this Recruit.

(SRBP Assistant Signature and Date)

In consideration of the SRBP Assistant's assistance, the Nebraska Military Department agrees to pay the SRBP Assistant \$1,000.00 upon satisfaction of the foregoing terms and conditions of this Agreement. Agreed:

(SRBP Assistant Signature and Date)

(Recruiter Signature and Date)

Appendix C – SRBP Assistant Agreement

Part II. Enlistment Verification

CONTROL NUMBER: _____

I, _____
(MEPS Guidance Counselor's First, Middle, and Last Name and MEPS ID Code)

Hereby certify the recruit listed below has enlisted into the Nebraska National Guard,

(Recruit's First Name, Middle Name, Last Name)

And is assigned to:

(Unit name and complete address)

MEPS Guidance Counselor Signature

Appendix C – SRBP Assistant Agreement

Part III. Certification and Request for Payment

CONTROL NUMBER: _____

TO: Nebraska Military Department

Pursuant to Nebraska National Guard Regulation 601-210, I certify that:

(SRBP Assistant's Last Name, First Name, Middle Initial [Rank if applicable])

has provided sufficient evidence that he/she is eligible to participate as an SRBP Assistant as a member of the Nebraska National Guard in good standing; a former Nebraska National Guard member who is retired, separated honorably, or separated under honorable conditions; or a State of Nebraska Military Department employee assigned to or discharged from the following unit or directorate:

(Unit Name/Nebraska State Department and Complete Address)

The SRBP Assistant has also certified that he or she is not excluded from participation in the SRBP under the provisions of Nebraska National Guard Regulation 601-210 and the terms and conditions of this Agreement.

The following forms have been attached to this SRBP AGREEMENT:

1. _____ DD Form 4
2. _____ State of Nebraska Vendor forms W-9 (For SRBP Assistant)
3. _____ Forms verifying assistant's Veteran status, if applicable (DD214/NGB22)
4. _____ State NMD verification documents
5. _____ REDD (Re-enlistment eligibility Data Display) Report (for current member SRBP Assistants)
6. _____ DD 1966 (SRBP Assistant information must be recorded in remarks section)
7. _____ Ship verification documents (orders)

The following conditions of this Agreement have been satisfied:

1. _____ Recruit has been identified as Army Guard _____ or Air Guard _____
2. _____ Recruit has completed DD Form 4 (attached).

3. _____ The recruit has completed DD Form 1966 (attached) and the SRBP Assistant who referred the new recruit is recorded in the remarks section.
4. _____ Recruit shipped to _____ (location) for BCT/BMT on _____ (date).
5. _____ Recruit's IET orders are published (attached)
6. _____ Other documents not listed above (list): _____
7. _____ SRBP Assistant has provided evidence of service or veteran status as identified within this regulation.
8. _____ Recruiter has verified that SRBP Assistant is not ineligible under the provisions of Nebraska National Guard Regulation 601-210 and this Agreement.
9. _____ SRBP Assistant has provided evidence of Nebraska residency (photocopy State ID or LES).

The terms and conditions contained in SRBP Agreement Parts I., II. and III. with Control Number _____ has been fulfilled and the SRBP Assistant payment of \$1,000.00 is due and payable to the SRBP assistant.

(Commander, NEARNG RRB – Signature/Date)

(Commander, NEARNG RRB – Printed Name)