

NATIONAL GUARD ASSISTANCE PROGRAM APPLICATION REQUIREMENTS

Please email your application to angrc.ngbhrf@ang.af.mil

Application packages MUST contain the following:

1. All documents submitted must have the complete Social Security Number (SSN) redacted (blacked out) EXCEPT for the NGAP Application Work Sheet. We strongly encourage you to consolidate all requirements into a single PDF file.
 - PDF File Name should be: 2013-xxxLast name, First Initial, Middle Initial (Example: 2013-123EdmondsKJ)
 - Email Subject should be: NGAP MVA 2013-XXX (Example – NGAP MVA 2013-123)
 - Email Application Package to angrc.ngbhrf@ang.af.mil
2. NGAP Application Work Sheet - It is your responsibility to ensure contact information submitted on this form is complete. This information may be used to contact you if any questions arise thru the screening process.
3. TAG or Director Acknowledgment Letter – Must have separate letter for each MVA announcement
 - a. ANG Field Members (AGR, Tech, Drill) -- Must have State Adjutant General (TAG) or designated representative (i.e. ATAG/Director of Staff)
 - b. ANG Statutory Tour Members -- Must have Director or Designee Concurrence
4. Resume. Any format (SF 171 form not accepted).
5. References: List (3) references with contact information on a single page.
6. vMPF RIP: Must be no more than 60 days old. Data Verification Brief (DVB) briefs or RIPs generated directly from MilPDS will not be accepted. All information to qualify you for an MVA must be present within your RIP. If there is a system limitation causing your record to be incorrect, you must include the official supporting document with your package. Pen/ink corrections on RIP could disqualify package.
7. OPRs (Officer Performance Reports). Unless specified differently on the MVA, submit last five (5) OPRs to include your most recent IAW 36-2406. Lt Col/O-5 applicants applying for Col/O-6 positions must provide copies of ALL OPRs. If you have a gap in OPRs please contact ARPC, 800-525-0102, to request direction on receiving official documentation to cover the missing reporting period(s).
8. Complete printout from AFFMS (AF Fitness Management System), current fitness results and fitness history. Member must be current/passing within fitness standards as established by AFI 36-2905. Members who are on a profile (AF Form 422) may NOT be exempt from all components of fitness testing. The components indicated on the AF Form 422 MUST be completed (if not exempt) and annotated in AFFMS. NGB/HR does not accept AF Form 422s in lieu of AFFMS results. You must submit a current PT test.
9. PCARS Summary

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