

INTERIM CHANGE 1 TO TO AFI25-201_ANGSUP, *Support Agreement Procedures*

16 April 2009

These changes have not been integrated into the basic publication. The reader must use this IC in conjunction with the publication and these changes take precedence.

****SUMMARY OF CHANGES***

The mandatory requirement for ANG Flying Wings to have DD Form 1144 Support Agreements with Independent Units and Military State Headquarters has been removed.

The requirement for the triennial review to be completed and or initiated by the ANG Receiver if the Supplier does not initiate review in a timely manner has been removed. A bar (l) indicates a revision from the previous edition.

*1.1.1.1.1. (Added) The DD Form 1144 will only be used to document the following support arrangements when deemed necessary by the parties involved.

- a. ANG Flying Wings and Independent Units (GSUs and Collocated)
- b. ANG Units of the same or different State
- c. ANG Units and the Military State Headquarters

*3.2.1. Delete (Added) A support agreement, DD Form 1144, is required to document support requirements between ANG units from different States and ANG units from the same State.

*5.4.2.7 DELETED.



SUPPORT AGREEMENTS PROCEDURES

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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This Instruction provides policy and Air National Guard (ANG) procedures to supplement AFI 25-201, *Support Agreement Procedures*. This instruction describes ANG specific roles and responsibilities and provides guidance to Directorates, Functional Area Agreement Coordinators (FAACs) and unit leadership. Air Force and DoD Policy directs that support agreements be developed between suppliers and receivers within the affected organizations to document recurring day-to-day peacetime support in order to provide unit commanders with the capability to ensure resources are expended wisely and to help eliminate unnecessary resource duplication.

SUMMARY OF CHANGES

This document is substantially revised and must be completely reviewed

1.1.1.1. (Added) The DD Form 1144, Support Agreement, will be used to document the following support arrangements:

1.1.1.1.1. (Added) Support between ANG Flying wings and Independent Units of the same State and different States.

1.1.1.1.2. (Added) Support between ANG and Army National Guard Units of the same State and Different States.

1.1.1.1.3. (Added) Support between an ANG unit and the Military State Headquarters.

1.1.4.1. (Added) Support agreements are not a substitute for real estate instruments (leases, licenses permits, easements, etc). When exclusive use of any portion of real property (facilities or land) is requested, refer to AFI 10-503, para 1.1 and AFI 32-9003, para 3.6.

1.2.4. (Added) MOU and MOA appropriate for documenting support services with city, state or county agencies. i.e. police, fire dept, any non federal agency. Format for documentation is at the discretion of the United States Property and Fiscal Officer (USP&FO) for each State.

2.1.1. (Added) NGB/A4RXP is the program manager for the ANG.

2.1.2. (Added) FM is responsible for ensuring reimbursements are properly reflected in the accounting records and IAW DoD FMR guidance.

2.1.3. (Added) The National Guard Bureau (NGB) does not have Wing Manpower and Organization Offices within its' Wing organization. The Manpower Point of Contact for the ANG is NGB/A1ME. ANG units that have manpower questions should contact NGB/A1ME, Jefferson Plaza #1, 1411 Jefferson Davis Highway, Arlington VA 22202-3231, DSN 327-0155. ANG units should contact the Requirements Section responsible for the unit's Unit Manning Document (UMD) (NGB/A1MRG, NGB/A1MRD or NGB/A1MRO) for assistance early in the development of the agreement, if either they believe, or are uncertain that the agreement has a manpower impact. The as of date of the unit UMD verification should be included in the Support Agreement.

2.1.3.1. (Added) When non-contractual manpower is required Reimbursable Employment Authorization may be required. Positions hired solely to support an agreement are not militarily tasked and do not constitute permanent employment and may not be entitled to full benefits.

2.2.1.4. (Added) When the ANG is the supplier the SAM must ensure that the receivers request for support is reviewed by all applicable supplier functional area agreement coordinators (FAACs).

2.2.1.10. (Added) ANG SAMs will maintain a continuity book.

2.6.1.7. (Added) FM is responsible for ensuring reimbursements are properly reflected in the accounting records and IAW DoD FMR guidance.

3.2.1. (Added) A support agreement, DD Form 1144 is required to document support requirements between ANG units from different States and ANG units from the same State.

4.4.6. (Added) NGB/A1ME is responsible for performing the headquarters-level review of all support agreements for manpower impact. When ANG units are designated as suppliers, the first level of assessment will be performed by the appropriate unit (FAAC) for each category of support. If the FAAC base-level assessment uncovers that there is no manpower impact, provide the following statement: "No additional manpower is required to support the receiver based on local FAAC assessment." In block 11, "General Provisions," on the DD Form 1144. NGB/A1ME will sign the statement to validate the FAACs assessment. If the FAAC assessment uncovers that there is a manpower impact, the unit will contact the Requirements Section responsible for the unit's UMD (NGB/A1MRG, NGB/A1MRD or NGB/A1MRO) for assistance in developing a manpower annex for the support agreement. ANG units that have manpower questions should contact NGB/A1ME, Jefferson Plaza #1, 1411 Jefferson Davis Highway, Arlington VA 22202-3231, DSN 327-0155.

5.1.3. (Added) When GSU and co-located units do not have a logistics plans person, the host wing should provide assistance with the development and processing of the DD Form 1144, Support Agreement.

5.2.1.4. (Added) ANG unit SAMs will ensure all relevant unit functional area agreement coordinators (FAACs) are involved in the coordination of support agreements. Coordination and documentation will be kept in the support agreement file for history or background information.

5.2.1.5. (Added) ANG unit SAMs will prepare a list of FAACs who have reviewed, written and coordinated on the support agreement and the provisions. The listing of FAACs will include functional area, POC, office symbol and DSN. FAAC listings will be forwarded to NGB/A4RXP with the DD Form 1144, Support Agreement for ANG review.

5.3.2. (Added) When the ANG unit is the supplier to a non-guard activity:

- The ANG unit Comptroller signs in block 8.a. of Department of Defense Form 1144, *Support Agreement*.

- The ANG Base Civil Engineer or Environmental Representative, the Security Forces, and the Staff Judge Advocate will sign in block 11, General Provisions.

- The Wing Commander's signature is optional in block 11, General Provisions. If there is not adequate space for all signatures, attach a sheet of bond paper with the signatures.

- Forward the Support Agreement to the SAM Receiver for Comptroller, Civil Engineer, and Manpower (if necessary) signatures and the receiver approval signature in block 9.c.

- Forward the original DD Form 1144 and unit FAAC listing to NGB/A4RXP, 3500 Fetchet Avenue, Andrews AFB MD 20762-5157 for ANG functional manager review, coordination and manpower signature.

- If ANG functional managers do not concur with the provisions the issues will be handled and resolved through unit functional channels. The unit SAM will be notified upon resolution and provided with the revision for incorporation into the support agreement.

- After ANG coordination, NGB/A4RXP will forward a coordination letter and the original DD Form 1144 back to the ANG unit.

- The ANG unit SAM will forward the original DD Form 1144 to the USP&FO of the State or Territory.

- The USP&FO is the approval authority and will sign in block 8.c.(4) of the DD Form 1144.

- NGB/A4RXP will be on the distribution list for a signed copy of the DD Form 1144 and any Attachments.

5.3.3. (Added) When the ANG unit is the receiver to a non-guard activity:

- The Supplier will send the ANG unit the original DD Form 1144 with the supplier comptroller signature in block 8.a. and any other applicable signatures.

- The ANG unit Comptroller signs in block 9.a. of the DD Form 1144.

- If necessary the ANG Base Civil Engineer or Environmental Representative will sign in block 11, General Provisions.

- The Wing Commander's signature is optional in block 11, General Provisions. If there is not adequate space for all signatures, attach a sheet of bond paper with the signatures.

- Forward by fax (DSN 278-7085) or mail a copy of the DD Form 1144 and unit FAAC listing to NGB/A4RXP, 3500 Fetchet Avenue, Andrews AFB MD 20762-5157 for ANG functional manager review and coordination. NOTE: if there is a manpower statement that requires the receivers manpower signature, send the original DD Form 1144.

-If ANG functional managers do not concur with the provisions the issues will be handled and resolved through unit functional channels. The unit SAM will be notified upon resolution and provided with the revision for incorporation into the support agreement.

-After ANG coordination, NGB/A4RXP will forward a coordination letter back to the ANG unit.

-The ANG unit SAM will forward the original DD Form 1144 to the USP&FO of the State or Territory. If necessary, or at the option of the State USP&FO, the State Staff Judge Advocate will sign in block 11, General Provisions.

-The USP&FO is the approving authority and will sign in block 9.c.(4) of the DD Form 1144.

-NGB/A4RXP will be on the distribution list for a signed copy of the DD Form 1144 and any attachments.

5.3.4. (Added) When the support agreement is between two ANG units:

-The supplier and receiver comptroller will sign in the appropriate block on the front of the DD Form 1144. The Supplier Base Civil Engineer or Environmental Representative, Supplier Security Forces and Supplier Staff Judge Advocate will sign in block 11. General Provisions.

-The receiver SAM will forward by fax (DSN 278-7085) or mail a copy of the DD Form 1144 to NGB/A4RXP, 3500 Fetchet Avenue, Andrews AFB MD 20762-5157 for ANG functional manager review, coordination and manpower signature. Another option is to send the agreement electronically by email as either a rich text file or a pdf file. The signature pages could be scanned or faxed to NGB/A4RXP.

-If ANG functional managers do not concur with the provisions, the issues will be handled and resolved through unit functional channels. The unit SAMs will be notified upon resolution and provided with the revision for incorporation into the support agreement.

-After ANG coordination, NGB/A4RXP will forward a coordination letter to the receiving ANG unit. If the guard units are from different states, the receiver SAM will forward the DD Form 1144 to the USP&FO of the State or Territory for approval signature.

-The DD Form 1144, to include the NGB/A4RXP coordination letter, will be forwarded to the supplying SAM. The supplier SAM will forward the DD Form 1144 directly to the USPFO of the State or Territory for approval signature.

-If the units are from the same state the receiver can forward the DD Form 1144 to the USP&FO of the State or Territory for approval signature.

-Guard units from the same state will have the DD Form 1144 signed by the same USPFO of the State or Territory; but only after receiving the NGB/A4RXP coordination letter.

-NGB/A4RXP will be on the distribution list for a signed copy of the DD Form 1144 and any attachments.

5.3.5. (Added) When the ANG unit is the supplier for Army National Guard of the same or different state:

-The supplier and receiver comptroller will sign in the appropriate block on the front of the DD Form 1144. The Supplier Base Civil Engineer or Environmental Representative, Security Forces and Supplier Staff Judge Advocate will sign in block 11. General Provisions.

-The receiver will obtain any other signatures they require in block 11, General Provisions and Return to the supplier. When both units are from the same state, the Supplier will send the support agreement to NGB/A4RXP for review prior to the USP&FO of the State or Territory approval signature. (If the ARNG is from a different State they should forward the DD Form 1144 to the USP&FO of the State or Territory for approval signature in block 9.c.(4).)

-The supplier SAM will forward the original DD Form 1144 to NGB/A4RXP, 3500 Fetchet Avenue, Andrews AFB MD 20762-5157 for ANG functional manger review, coordination and manpower signature. Another option is to send the agreement electronically by email as either a rich text file or a pdf file. The signature pages could be either scanned or faxed to NGB/A4RXP.

-If ANG functional managers do not concur with the provisions, the issues will be handled and resolved through unit functional channels. The unit SAM will be notified upon resolution and provided with the revision for incorporation in to the support agreement.

-After coordination, NGB/A4RXP will forward a coordination letter and the original DD Form 1144 back to the supplying unit.

-The supplier SAM will forward the original DD Form 1144 to the USP&FO of the State or Territory for approval signature.

-ANG and ARNG guard units from the same state will have the DD Form 1144 signed by the same USP&FO of the State or Territory. The ANG Supplier should provide the support agreement to NGB/A4RXP for coordination prior to the USP&FO of the State or Territory signature.

-NGB/A4RXP will be on the distribution list for a signed copy of the DD Form 1144 and any attachments.

5.4.1. (Added) The ANG unit comptroller will provide a copy of a revised Funding Annex to the unit SAM. The unit SAM will send a copy of the revised Funding Annex to NGB/A4RXP.

5.4.2.7. (Added) If the ANG is the Receiver and the Supplier does not initiate the triennial review of the support agreement within 120 days, the ANG can initiate the DD Form 1144 with the Receivers changes and submit the support agreement to the Supplier.

5.6.4. (Added) The USP&FO of the State or Territory is the approving authority signature in block 10 of the DD Form 1144 when terminating a support agreement.

Attachment 1**GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION***Abbreviations and Acronyms*

USP&FO—United States Property and Fiscal Officer.

Terms

United States Property and Fiscal Officer (USP&FO)—The USP&FO is the qualified commissioned officer of the National Guard Bureau or the Army National Guard, as the case may be, designated by the Chief, National Guard Bureau, to be the United States and Fiscal Officer of a State or Territory. The USP&FO receives and accounts for all funds and property of the United States in the possession of the National Guard for which he or she is property and fiscal officer. The USP&FO makes returns and reports, both of which concern funds and properties. This is required by public law (32 U.S.C.708) and is a responsibility of the Secretary concerned.

Attachment 2

COMPLETION OF DD FORM 1144

A2.1. (Added) Block 11. *NOTE:* Purpose of the support agreement is requested for all support agreements involving the ANG.

Attachment 9**SUPPORT AGREEMENT REIMBURSEMENT MATRIX**

Category of Support Safety (Added) (ANG). Safety includes all safety program elements; weapons, flight and ground.

Attachment 10 (Added)

COORDINATION/SIGNATURE FLOW CHARTS

Figure A10.1. Coord/Signature Flow Chart, NGB Unit/LGR as Supplier of Support

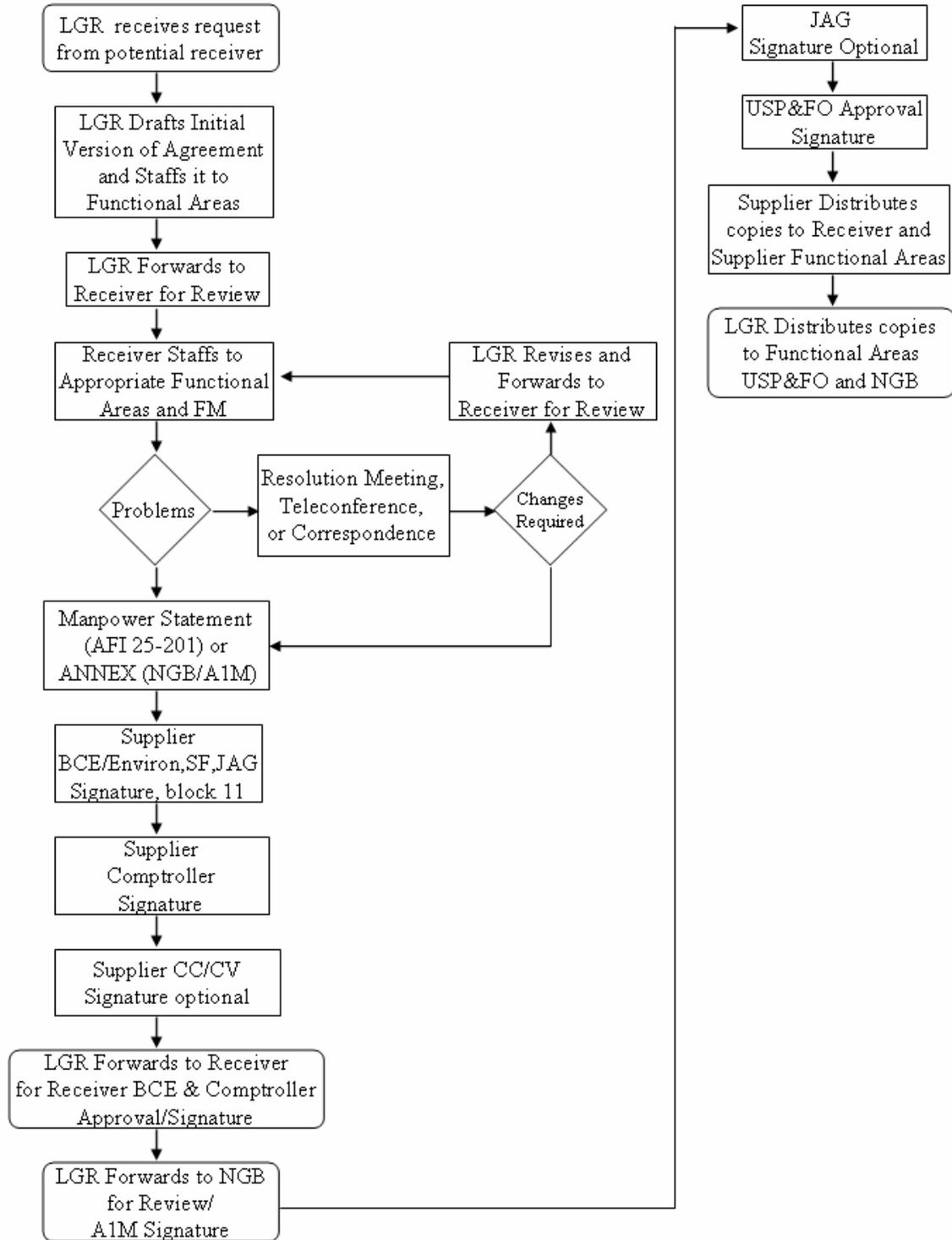
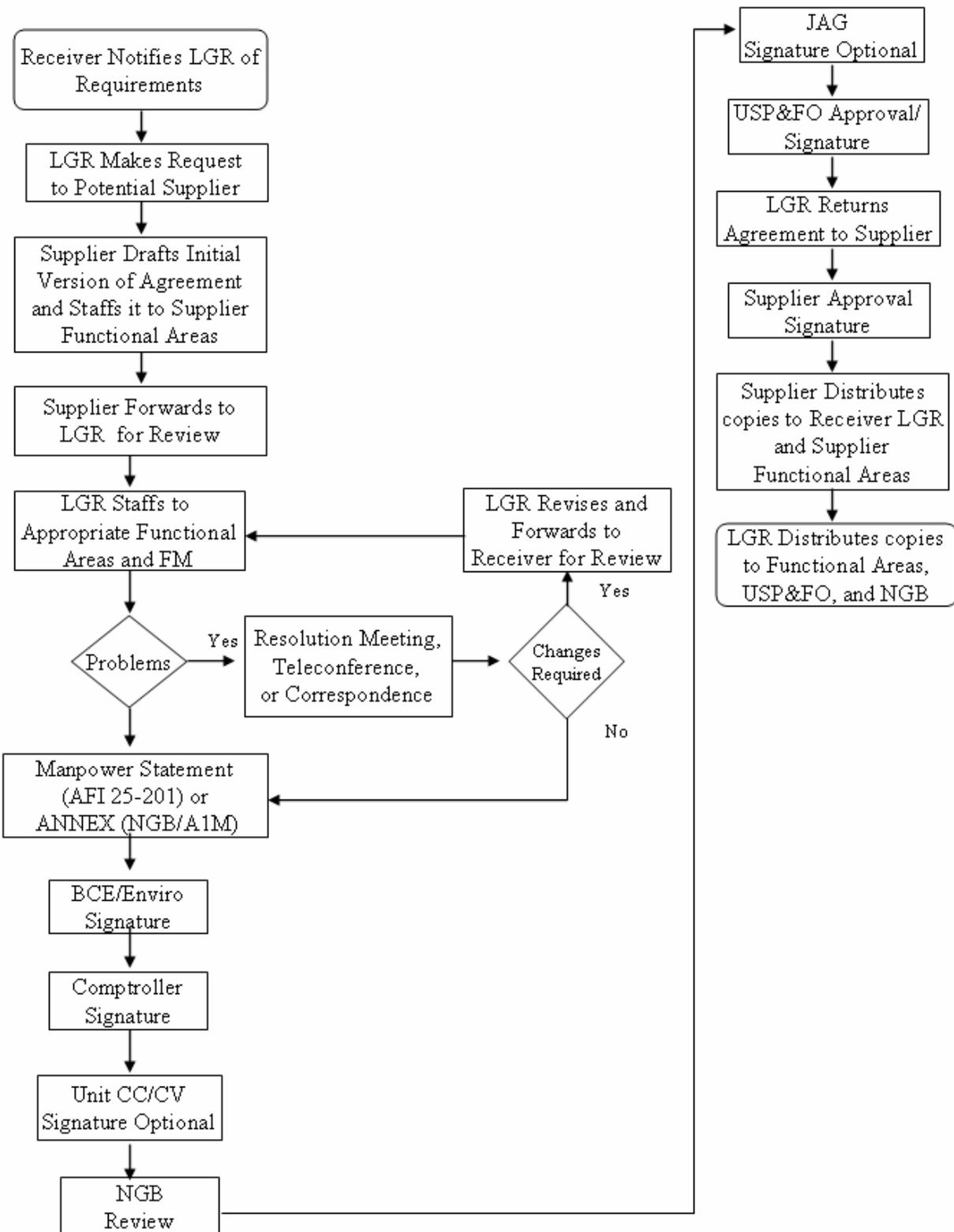


Figure A10.2. Coord/Signature Flow Chart, NGB Unit/LGR as Receiver of Support



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