Education Service

Kickers

Lesson Plan



April 2017

Version 1.0

Lesson Overview

| Topic | Description |
| --- | --- |
| Time Estimate: | 1.5 hours |
| Purpose of the Lesson: | The purpose of this lesson is to provide the Veterans Claims Examiner (VCE) with the knowledge to properly identify and process benefit payments involving kickers.  This lesson is part of the National Training Curriculum, and is intended to serve as refresher training for experienced Veteran Claims Examiners. |
| Prerequisite Training Requirements: | None |
| Target Audience: | This lesson is for entry-level, intermediate, or journey-level employees. This training is mandated and may be used for refresher training as necessary. |
| Lesson References: | **Chapter 30 Kickers**   * [M22-4, Pt. V, 1.22](http://vbaw.vba.va.gov/bl/22/ref/m22-4/Part%20V/ch01.htm) * [M22-4. Pt. V, 3.08](http://vbaw.vba.va.gov/bl/22/ref/m22-4/Part%20V/ch03.htm) * [RPO Letter 22-08-12](http://vbaw.vba.va.gov/bl/22/ref/letters/rpoletters/rpo2008/rpo220812.doc) Two Character Kicker Codes and Kicker Rate Tables * Title 38, United States Code, [§3015(d)](http://www4.law.cornell.edu/uscode/38/3015.html) * Kicker & Bad Discharge, [Advisory date September 11, 2002](http://vbaw.vba.va.gov/bl/22/ref/advisories/SERVICE/Policy%20Advisory%20-%20CH30%20Kicker%20&%20Bad%20Discharge.htm) * Kicker Calculation, [Advisory dated September 10, 2002](http://vbaw.vba.va.gov/bl/22/ref/advisories/KICKER/Policy%20Advisory%20-%20Kicker%20Calculation.htm). * Kicker Table Error, [Advisory dated September 6, 2002](http://vbaw.vba.va.gov/bl/22/ref/advisories/KICKER/Policy%20Advisory%20-%20Kicker%20Table%20Error.htm). * Multiple Kickers, [Advisory dated March 6, 2003](http://vbaw.vba.va.gov/bl/22/ref/advisories/KICKER/Policy%20Advisory%20-%20Multiple%20Kickers.htm) * R Kicker, [Advisory dated July 31, 2003](http://vbaw.vba.va.gov/bl/22/ref/advisories/KICKER/Policy%20Advisory%20-%20R%20Kicker.htm).   S Kicker and 3-year Rate Issue, [Advisory dated July 8, 2004](http://vbaw.vba.va.gov/bl/22/ref/advisories/KICKER/Policy%20Advisory%20-%20S%20Kicker%20&%203%20Year%20Rate%20Issue.htm).  **Chapter 1606 Kickers**  [M22-4, Pt. VIII, 1.10b](http://vbaw.vba.va.gov/bl/22/ref/m22-4/Part%20VIII/ch01.htm)  [RPO Letter 22-04-25](http://vbaw.vba.va.gov/bl/22/ref/letters/rpoletters/rpo2004/rpo220425.htm)  Army Data Problems, [Advisory dated October 2, 2006.](http://vbaw.vba.va.gov/bl/22/ref/advisories/KICKER/Policy%20Advisory%20-%20Army%20Data%20Problems.htm)  Chapter 1606 Kicker Eligibility Question , [Advisory dated October 22, 2007.](http://vbaw.vba.va.gov/bl/22/ref/advisories/KICKER/Policy%20Advisory%20-%20Chapter%201606%20Kicker%20Eligibility%20Question.htm) chapter 1606 Kicker Start Date, [Advisory dated May 15, 2003](http://vbaw.vba.va.gov/bl/22/ref/advisories/KICKER/Policy%20Advisory%20-%20CH1606%20Kicker%20Start%20Date.htm).Policy Advisory of July 9, 2007  Chapter 1606 Kickers, [Advisory dated July 9, 2007.](http://vbaw.vba.va.gov/bl/22/ref/advisories/KICKER/Policy%20Advisory%20-%20Chapter%201606%20Kickers.htm) Chapter 1606 Kicker Rates 1/2 time, [Advisory dated July 25, 2007.](http://vbaw.vba.va.gov/bl/22/ref/advisories/KICKER/Policy%20Advisory-%20Ch.%201606%20Kicker%20Rates%20-%20One%20-Half%20%20time.htm)  Involuntary Separation and Retention of 1606 Benefits, [Advisory dated March 18, 2005](http://vbaw.vba.va.gov/bl/22/ref/advisories/KICKER/Policy%20Advisory%20-%20Invol%20Sep%20Related%20to%20Retention%20of%201606%20Benefits.htm).  Multiple Kickers, [Advisory dated March 6, 2003](http://vbaw.vba.va.gov/bl/22/ref/advisories/KICKER/Policy%20Advisory%20-%20Multiple%20Kickers.htm).  **Chapter 33 Kickers**  [M22-4 Pt. VI, 1.01c(2)](http://vbaw.vba.va.gov/bl/22/ref/m22-4/Part%20VI/ch01.htm)  [M22-4 Pt. VI, 1.08(2), 1.11 and 1.14](http://vbaw.vba.va.gov/bl/22/ref/m22-4/Part%20VI/ch01.htm)  **Chapter 33 Kickers**  [M22-4 Pt. XII](http://vbaw.vba.va.gov/bl/22/manual/index.html)  [21.9650](http://www.benefits.va.gov/warms/docs/regs/38cfr/bookg/part21/s21_9650.doc) Increase in Educational Assistance  [21.9655](http://www.benefits.va.gov/warms/docs/regs/38cfr/bookg/part21/s21_9655.doc) Rates of Supplemental Educational Assistance  38 U.S.C. 3313  38 U.S.C. 3316 |
| Lesson Objectives: | At the end of this lesson, you will be able to:   * Using available references and systems, identify, the different types of kickers. * Using available references and systems identify when kickers require verification. * Using available references and systems, correctly calculate the amount of a kicker (including proration when necessary). * Using available references and systems, identify when a kicker is not payable. |
| What You Need: | Reserve adequate space equipted to project PowerPoint presentation. Provide copies of handouts in advance of the lesson or provide directions on how to print from saved location with training advertisement, refer to lesson plan and have a subject matter expert (SME) available if primary presenter is not an SME to assist with answering questions. Training should be instructor led with a means to ask questions during the training. It may be delivered virtually however, except for make up sessions, always to live particpants. Individauls that view a recorded live session to make-up the training should be provided a POC who is available for questions while the employee is taking the lesson. |
| Post Training Requirements: | Upon completion of the classroom portion of the lesson, participants are required to complete an online lesson assessment and survey in Talent Management System (TMS).  To demonstrate successful completion of the lesson participants must pass the assessment with a score of at least 80%.  Participants must also complete the online survey to earn credit for completion of the lesson. |

Instructor Notes

This lesson will introduce the Veterans Claims Examiner (VCE) to Kickers. It will discuss how to identify and process benefit payments involving kickers.

| PowerPoint Slides | Instructor Activities |
| --- | --- |
| Kickers | **DISPLAY** slide  INTRODUCE yourself as the instructor and introduce the lesson. |
| Overview of Today’s Training  The purpose of this lesson is to provide the Veterans Claims Examiner (VCE) with the knowledge to properly identify and process benefit payments involving kickers. | **DISPLAY** slide  **PROVIDE an overview of the lesson.** |
| Objective  At the end of this lesson, you will be able to:   * Utilize available references and systems to identify the different types of kickers * Utilize available references and systems to identify when kickers require verification * Utilize available references and systems to accurately calculate the amount of a kicker (including proration when necessary) * Utilize available references and systems to identify when a kicker is not payable | **DISPLAY** slide  **REVIEW the lesson learning objectives.** |
| What is a Kicker?  A **Kicker** is an additional monetary benefit payment, paid with education benefits offered as an incentive to certain individuals. A “kicker” is also known as a College Fund.    Benefits paid under Chapters 30, 32, 33, 1607 and 1606 are eligible to receive kicker payments with the benefit.  Service Departments determine amounts of kickers. A member must sign a “kicker contract,” agree to and perform the terms of the agreement in order to receive a kicker. | **DISPLAY** slide  **EXPLAIN what a kicker is and under what benefits, kickers may be paid.** |
| Types of Kickers  **Active Duty Kickers (Chapter, 30, 32 and 33\*)** are used to encourage enlistment in the Armed Forces. These kickers are only offered upon initial entry into service.  **Active Duty Supplemental Kickers**\*, potentially available under Chapter 30 and 33 are used to encourage retention in the Armed Forces.  **Chapter 1606 Kickers** may be offered to encourage enlistment or retention in a selected job skill or in a critical unit.  **\**To date, these kickers have not been offered.*** | **DISPLAY** slide  **READ the information about each type of kicker on the slide.**  **CONTRAST the differences between each type of kicker.**  **STRESS that by law the authority exists for DoD/DHS to offer Chapter 33 and “Supplemental” Kickers. Has not been offered by DoD/DHS to members.** |
| Active Duty Kickers Offered  Servicemembers eligible for Chapter 32 (Post-Vietnam Era Veterans' Educational Assistance Program, VEAP) or  Chapter 30 under Category IVA or IVC with a kicker may receive kicker payments while using chapter 32 or chapter 30. VEAP kickers are not payable under chapter 33.  Currently Service Departments only offer a College Fund  Kicker under the Montgomery GI Bill (MGIB, Chapter 30).  MGIB Kickers are payable under Chapter 30 or Chapter 33 when Chapter 30 is relinquished. | **DISPLAY** slide  **READ information on the slide.**  **COMPARE and DISCUSS active duty kickers.** |
| Comprehension Check   1. What types of kickers are there? 2. Under what benefits are kickers paid? | **DISPLAY** slide  **ASK each of the questions and entertain responses.**  **CLARIFY responses as needed and paraphrase a “correct” response for each question.** |
| MGIB Active Duty Kicker  Identify, Verify and Processing | **DISPLAY** slide  **INTRODUCE the next topic** |
| **Active Duty Kicker Rates**  Kicker rates are found in BDN on the BDN 30D screen.  BDN 30D, indicates the monthly amount and the two-digit code.  When rates are not coded properly on the BDN 30D or need to be verified, locate kicker rates using the following:   * M22-4, Part V, Chapter 1, [Appendix E, Kicker Tables](http://vbaw.vba.va.gov/bl/22/ref/m22-4/Part%20V/ch01.htm) * RPO Letter 22-08-12, [enclosures 2, 3, and 4](http://vbaw.vba.va.gov/bl/22/ref/letters/rpoletters/rpo2008/rpo220812.doc)   **NOTE:** Kickers are based on the claimant’s date of enlistment and the kicker code provided.  **Remember:** Although similar kicker data may appear in VIS, the BDN 30D screen is the authoritative source. If Chapter 30 kicker information appears in VIS and not on the BDN 30D screen, verify the conflict. | **DISPLAY** slide  **READ information on the slide.**  **DISPLAY and DISCUSS these charts. Use a few examples to find at least one kicker rate from each table.**  **REMIND VCEs that the BDN 30D, not VIS is where current reporting of an active duty chapter 30 kicker is located. Any “real” kicker conflict or data conflict should be further verified. Amounts dislayed are in different formats are not necessarily conficts. (i.e. 30D displays a monthly rate compared to VIS displaying the “total college fund” amount.** |
| How to Locate a Kicker  Service departments notify VA of Chapter 30 Kicker information with codes on the BDN 30D screen. | **DISPLAY** slide  **REVIEW the BDN 30D example. Point out the “monthly rate” and the two-digit kicker code. Also point out the “EOD” and “ENL TERM” fields and DISCUSS how this information is used to determine the correct “monthly rate” payable.**  **NOTE that not just the kicker code but any field on this screen may contain data that is incorrect which can contribute to kicker payment errors.** |
| Active Duty Kickers Offered  Air Force does not offer Active Duty Kickers.  The following active service departments do offer College  Funds (kickers) on initial enlistments.   * Army Army College Fund (ACF) * Coast Guard Coast Guard College Fund (CGCF) * Marine Corps Marine College Fund (MCF) * Navy Navy College Fund (NCF) | **DISPLAY** slide  **READ the information on the slide.** |
| Navy Active Duty Kicker Verification  The following Navy kickers must be initially verified:   * + All “BW", “BG", and "G4" kickers   When development is necessary, use DPRIS first and then develop to DoD and the claimant when a NCF contract is unavailable.  **NOTE:** The Navy no longer issues kickers with enlistments beginning February 2011. (No development required.) | **DISPLAY** slide  **READ the information on the slide.**  **DISCUSS this change in our procedure is based upon an update from the service department.**  **STRESS to follow all proper development steps.** |
| **Marine Corps Active Duty Kicker Verification**  The following Marine Corps kickers must be initially verified:   * + All “BW", “G4” and "G5" kickers   When development is necessary, use DPRIS first and then develop to DoD and the claimant when a MCCF contract is unavailable. | **DISPLAY** slide  **READ the information on the slide.**  **DISCUSS this change in our procedure is based upon an update from the service department.**  **STRESS to all follow proper development steps.** |
| **Coast Guard Active Duty Kicker Verification**  Only verify a Coast Guard kicker if the claimant states there is a discrepancy  When development is necessary, develop to Department of Homeland Security (DHS) and the claimant for a CGCF contract.  **NOTE:** DPRIS does not contain information for members of the Coast Guard. | **DISPLAY** slide  **READ the information on the slide.**  **DISCUSS that procedures for USCG have not changed.**  **STRESS to follow all proper development steps, when necessary.** |
| **Army Active Duty Kicker Verification**   * Army kicker development is necessary when the BDN30D screen shows inadequate, erroneous, or incomplete data on an Army kicker or if the soldier claims he/she is authorized a kicker. * When development is necessary, use DPRIS first and then develop to DoD and the claimant when a ACF contract is unavailable. * **NOTE:** The Army no longer issues kickers with enlistments beginning March 16, 2012. (No development required.) | **DISPLAY** slide  **READ the information on the slide.**  **DISCUSS this change in our procedure is based upon an update from the service department.**  **STRESS to follow all proper development steps.** |
| **Kicker Information Not on the BDN 30D Screen**  Always consider information in TIMS beginning with the application  Image of kicker question from application. Active duty and reserve kickers are both indicated.  If indicated on the application and not on the BDN 30D screen, develop for a contract using DPRIS first when appropriate and then with the service department and claimant when a contract cannot be obtained using DPRIS | **DISPLAY** slide  **READ the information on the slide.**  **REMIND VCEs not to overlook responses on an application and to follow all proper development steps, when necessary.** |
| **Analyzing a Kicker Contract**  Pay the basic benefit rate until the contract arrives or is verified by the service department.  A kicker contract will often show total amount as “college fund”, the MGIB basic plus the kicker.  If the contact does not indicate the fulltime monthly rate then take the  following steps to determine the kicker monthly rate:   1. Locate the basic MGIB fulltime rate for enlistments of three or more years, effective when claimant first entered active duty using the [rate tables](http://www.benefits.va.gov/gibill/resources/benefits_resources/rate_tables.asp), 2. Multiply this rate times 36 to calculate the basic MGIB total amount, 3. Subtract basic MGIB total amount from the total on the contract, 4. That will give you the kicker total amount, 5. Divide the kicker total amount by 36 to arrive at the fulltime monthly kicker rate.   MGIB Basic rate \* 36 = Total MGIB;  Contact Total - Total MGIB = Kicker Total;  Kicker Total / 36 = Monthly Fulltime Kicker Rate | **DISPLAY** slide  **READ the information on the slide.**  **DISCUSS this the different forms. Have redacted examples as handouts if possible. Newer flat rate kickers offered beginning FY2005 (October 1, 2014) should provide a monthly rate. Multiple monthly rates may be indicated. The enlistment term (number of years) will set the rate.**  **NOTE that** DA Form 3286-66 and and 3286 Annex B and Dep-OUT are valid Army kicker contracts |
| **Determining a Kicker Amount**  Never include additional buy up in the calculation.  If the contract states “up to”, the VCE should accept the “up to” amount as the total amount contracted.  If the individual does not complete his/her obligation period, then the kicker must be prorated. *This will be covered later in the training.*  An active duty kicker is granted only with a first enlistment. When an individual cannot establish eligibility to MGIB or must use a second period or later period of service to establish basic eligibility, the kicker authorized under an initial enlistment will ***not*** apply to the second period of service. (i.e. Member is not entitled to a kicker.) | **DISPLAY** slide  **READ the information on the slide.**  **DISCUSS the prerequisite of basic eligibility under intial enlistment for kicker eligibility. This is extremely important when Chapter 33 is the benefit claimed. VCEs cannot overlook that MGIB eligibility must be possible to intitate MGIB kicker payments with Chapter 33.** |
| **MGIB Payments with Kicker**  If a claimant is training at half-time or more and is not on active duty, the monthly rate is determined by adding the basic rate plus the proportionate amount of the Chapter 30 kicker.   * + Category IB eligible claimant   + $400 Full-time monthly kicker  |  |  | | --- | --- | | **Training Time** | **Calculation (Using FY2016 Rates)** | | **Full-time:** | $1,789.00 + **$400.00** = $2189.00 | | **Three-quarter time:** | $1,341.75 + **$300.00** = $1,641.75 | | **Half-time:** | $894.50 + **$200.00** = $1,094.50 | | **DISPLAY** slide  **READ the information on the slide.**  **DISCUSS the table.** |
| **MGIB Less Than Half Time Training**  When a claimant is training at less than half-time, quarter time ***or***  is on active duty, the claimant’s rate is based on tuition and fees, up to the corresponding Veteran rate.  A kicker raises the ceiling or cap of the maximum monthly rate payable.    Pay the lesser of monthly tuition and fees calculated or the cap  rate based on the following:   * Less than half-time training = up to halftime rate plus half of kicker * Quarter time or less training = up to 1/4th of Basic MGIB rate plus 1/4th of kicker | **DISPLAY** slide  **READ the information on the slide.**  **DISCUSS “up to” and paying the lesser.**  **REMIND VCEs that active duty recipients are limited by costs(T&F) or the apportioned veteran cap rate whatever is less at all rates of training.** |
| Things to Know and Remember    The enlistment term may have to be changed on the BDN 310 screen to match the kicker code. (e.g. a “BP” kicker requires a 4 year enlistment.) Inconsistencies not corrected may lead to kicker payment errors. | **DISPLAY** slide  **READ the information on the slide.**  **REMIND trainees that we discussed this on slide 10 earlier in the training. Now we are pointing out how the enlistment term must match the kicker code. Any coding or incorrect entries on the BDN 310 screen can result in payment errors. Likewise, entering the wrong monthly rate in the LTS will result in payment errors.** |
| **Things to Know and Remember about Kickers**   * Some kickers need to be verified * BDN processing of MGIB with a kicker may require overriding when the BDN 30D screen is not coded correctly for a kicker * Ensure the enlistment term and the kicker codes match * A kicker is *not* paid during any allowed extension of entitlement (i.e. Only 36 months of kicker entitlement.) | **DISPLAY** slide  **READ the information on the slide.**  **DISCUSS using overrides.** |
| **Comprehension Check**   1. What Navy kickers need to be verified? 2. What Army kickers need to be verified? 3. What Marine Corps kickers need to be verified? 4. What Coast Guard kickers need to be verified? 5. What Air Force kickers need to be verified? | **DISPLAY** slide **23.**  **ASK each of the questions and entertain responses.**  **CLARIFY responses as needed and paraphrase a “correct” response for each question.** |
| 1606 Kickers  Identify, Verify and Processing | **DISPLAY** slide **24.**  **INTRODUCE the next topic** |
| 1606 Kicker  An eligible reservist with a selected job skill, or in a critical unit may also receive an additional or increased amount of educational assistance, commonly called a “*kicker*.”   * Kickers are payable at the service department's discretion * The service department will determine if a kicker is payable and will notify VA of the amount * Kickers are payable as an additional amount only for as long as the person remains in the position, or unit for which the kicker is awarded * A person can lose eligibility for a kicker but retain basic eligibility * A 1606 Kicker may be paid under Chapter 30, 33, or 1607   VA will compute the monthly kicker based on this information | **DISPLAY** slide **25.**  **READ the information on the slide.**  **DISCUSS that 1606 eligibily can change and must be reviewed each time the claim is processed.** |
| Review BDNDOD Screen  1606 Kicker information may be found on the BDNDOD screen | **DISPLAY** slide **26**  **READ the information on the slide.**  **DISCUSS that the BDN DoD screen is the system of record for intial reporting of eligibility.** |
| Kicker Information Not on BDNDOD  Always consider information in TIMS beginning with the application    If indicated on the application and not on the BDNDOD, develop with the appropriate service department.  A claimant may also submit a “Kicker” contract. Contact the appropriate service department for eligibility information before paying a kicker, when not updated on the BDN DOD screen or any time continued eligibility is questionable. | **DISPLAY** slide **27.**  **READ the information on the slide.**  **DISCUSS that we should not overlook information on the application and although a Chapter 1606 contract may be provided by the member, when eligibility has not been reported on the BDN DoD screen, consult the service department prior to paying. Document TIMS appropriately.** |
| 1606 Kicker Payable?  A 1606 Kicker status may change after the initial eligibility determination is made. It may be…   * Terminated * Increased * Decreased * Suspended * Reinstated   Always verify BDN DOD screen and VIS for any changes to a kicker or service status with each supplemental claim involving 1606 Kickers. Develop with DoD if data is conflicting. (i.e., 1606 DoD Eligible status with VIS service status of Separated, Retired or Active Duty) | **DISPLAY** slide **28.**  **READ the information on the slide.**  **DISCUSS how a current VIS Miltary Status and the Military History page codes may also indicate changes to eligibility. However, consult with service department POCs for eligibility guidance.**  **NOTE that intial eligibility cannot be gleaned from any source other than the BDN DoD screen or from service department POCs.** |
| BDN Reason Codes  Under Chapter 1606 (only) the following codes should be used with kicker changes:  40 - Eligibility Suspended  41 – Eligibility Reinstated  45 - Kicker Increase  46 - Kicker Decrease. | **DISPLAY** slide **29.**  **READ the information on the slide.**  **DISCUSS that these codes should be used on the BDN 312 screen when processing changes to a Chapter 1606 kicker paid unde Chapter 1606.** |
| BDN Kicker Override Codes & Rates  Under 1606 there are 4 override codes used on the 312 screen:  **E = Eligible** (Used to establish basic eligibility with 310 override)  **L = Low Kicker** ($100)  **M = Medium Kicker** ($200)  **H = High Kicker** ($350)  *Since basic eligibility must exist, the Current eligibility status must be Eligible or Eligibility Retained in order to use the kicker override codes. Valid Kicker rates are manually entered when both basic and kicker eligibility require overriding.* | **DISPLAY** slide **30.**  **READ the information on the slide.**  **DISCUSS that these codes should be used on the BDN 312 screen when processing a Chapter 1606 kicker and the BDN DoD screen does not match eligibility. Discontinue using overrides when the BDN DoD screen has been updated after reporocessing edits on the BDN 310 screen.**  **NOTE service departments should be notified (through intial development) whenever the BDN DoD screen eligibility segments do not indicate basic eligibility and kicker eligibility as appropriate.** |
| Rate is Based on Training Time  Chapter 1606 has only 4 rates of training, full, three-quarter, half and quarter time.  Payment of a 1606 Kicker under Chapter 30 or 1607 may require overriding to ensure the 1606 Kicker is (always) added and paid at 1/4th of the rate for either less than halftime or quarter time or less training. | **DISPLAY** slide **31.**  **READ the information on the slide.**  **DISCUSS the importance of only and always paying ¼ time kicker on training at less than halftime under Chapter 30 or Chapter 1607 with the assistance of an override. This kicker is paid “in addition to” the lesser of the costs (T&F) and the basic veteran rate payble.**  **NOTE Veterans due a 1606 kicker and training at less than halftime under Chapter 30 cannot be paid in a lumpsum. Benefits must be paid using the ‘K’ override with the ¼ 1606 kicker amount included, in addition to the costs calculated for monthly payments under MGIB.** |
| Comprehension Check   1. What are the different 1606 kicker rates? 2. How can 1606 kicker eligibility change? | **DISPLAY** slide **32.**  **ASK each of the questions and entertain responses.**  **CLARIFY responses as needed and paraphrase a “correct” response for each question.** |
| Kickers Paid Under Chapter 33 | **DISPLAY** slide **33.**  **INTRODUCE the next topic** |
| Kickers Paid Under Chapter 33  Claimants eligible for a Chapter 30 or Chapter 1606 kicker may receive kicker payments under chapter 33 provided that they relinquish the benefit associated with the kicker.  Chapter 30 and Chapter 1606 kicker verification rules still apply:   * Chapter 30 rate may need to be prorated if member did not complete full initial enlistment period * A 1606 kicker may be suspended or terminated * BDN and VIS should be reviewed each time a supplemental claim is worked * 1606 Kickers terminate upon separation | **DISPLAY** slide **34.**  **READ the information on the slide.**  **DISCUSS the importance of routine review of Chapter 1606 Kicker eligibility when processing Chapter 33 with a Chapter 1606 Kicker including the BDN DoD screen and Miltary Status or for a Non-Drilling code on the Military History page in VIS.** |
| Prorated MGIB Kickers | **DISPLAY** slide **35.**  **INTRODUCE the next topic** |
| Prorated Kickers  VCEs/ECMs will prorate normal active duty Chapter 30 kickers in which the veteran did not serve the full obligated period of service. | **DISPLAY** slide **36.**  **READ the information on the slide.**  **DISCUSS and REVIEW when this will occur and the separation reasons that allow for basic MGIB eligibility when discharged honorably prior to completion of the intial obligated period contracted.**  **“Month for Month”: Disability (DIS), Existed Prior to Service (EPTS), Condition the Interfered with Duty (CIWD),**  **Reduction in Force (RIF), and Hardship (HDSP).**  **“All or nothing” (at least 20/30 months; less than 3 year enlistment/3 or more year enlistment) Convienece of the Government (COG), rules includes only the following in addition to COG; Experation Term of Service (ETS) or RIF & HDSP when served at least 20/30 months as appropriate.** |
| **Locate the Full Chapter 30 Kicker Rate**   * The Kicker Charts can be found in [M22-4 Part V, Chapter 1, Appendix E](http://vbaw.vba.va.gov/bl/22/ref/m22-4/Part%20V/ch01.htm), or * [RPO Letter 22-08-12](http://vbaw.vba.va.gov/bl/22/ref/letters/rpoletters/rpo2008/rpo220812.doc) Two Character Kicker Codes; enclosures 2, 3, and 4 contain kicker rate tables * Verify the correct rate kicker rate from the tables associated with the date the Veteran or servicemember initially enlisted | **DISPLAY** slide **37**  **READ the information on the slide.**  **DISCUSS that we introduced these resources earlier in the training on slide 9.**  **REMIND VCEs to verify kickers when necessary and check to ensure they are using the correct kicker “monthly” and “total amount” as provided and needed to prorate.** |
| The Prorated Kicker Formula  **‘K’** = Monthly **Kicker** Rate    K = (A times X)  Z | **DISPLAY** slide **38.**  **READ the information on the slide.** |
| The Prorated Kicker Formula – ‘A’  **‘A’** = The contractual monthly kicker **“accrual rate**" determined by dividing the total kicker by the number of months in the enlistment term (e.g., $8000/24 months = $333.33).  K = (A times X)  Z | **DISPLAY** slide **39.**  **READ the information on the slide.**  **DISCUSS that in order to earn the full kicker amount contracted, each month served, the member is accrueing a portion of the College Fund” We are only performing this step when a Veteran has not served out an intial obligation. DO NOT prorate a Servicemember still on active duty that has served at least 24 months but has not served out an intitial obligation.** |
| The Prorated Kicker Formula – ‘X’  ‘X’ = The number of months of active service with any remaining days rounded up to the next whole month (e.g., 17 months and 8 days is rounded up to 18 months).  K = (A times X)  Z | **DISPLAY** slide **40.**  **READ the information on the slide.**  **DISCUSS a few more examples and solicit number of months. Include example with months and no days.** |
| **The Prorated Kicker Formula – ‘Z’**  **‘Z’** = The **number of months** of original entitlement as determined by VA.  K = (A times X)  Z  **Note:** Entitlement months may not exceed 36 months. When paying under Chapter 33 and member has not used Chapter 30, use 36 months for Z. | **DISPLAY** slide **41.**  **READ the information on the slide.**  **DISCUSS exceptions and rules to follow for ‘Z’:** When Chapter 30 has been used, the mothly rate established original entitlement carry over to Chapter 33.  When Chapter 30 could be established under COG; Z=36  When established using month for month, Z=months of MGIB (Member discharge for EPTS, 21 months and 29 days; MGIB original entitlement = 21 months.  If Chapter 33 is being established and another benefit was used first, example 36 months of Chapter 1606 used in 1998; If member now is establishing MGIB or Chapter 33, the rules for establishing MGIB or Chapter 33 are still used without factoring the actual original entitlement that is or would be granted because of using two or more benefits. [The Veteran will not be able to access more than 12 months of the total or prorated kicker in this example where the 48 month rule prevails.] Doing so would potentially pay all of the kicker or all of the prorated kicker through an accellerated payment schedule. |
| **Net Active Service - DD214 Job Aid for Service Period Length**  Net Active Service - DD214 Job Aid for Service Period Length | **DISPLAY** slide **42.**  **READ the information on the slide.**  **REVIEW options to determine service period length. Encourage using what is generally given on a DD214. A DD214 should be in the TIMS file to assist with eligibility determinations anytime there are any conflict.**  **Education Service will provide this Job Aid to RPOs.** |
| Prorated Kicker Example  A Veteran is eligible for a Kicker BE.   * Entered into active duty on 1-8-98 * Enlistment term is 3 years * The Veteran was discharged on 12-1-00 with an honorable discharge for a COG   **NOTE:** Single digit kicker codes have been recoded into two digit kicker codes. The letter B precedes the original single letter code. (e.g. An ‘E’ kicker is now a ‘BE’ kicker) | **DISPLAY** slide **43.**  **READ the information on the slide.** |
| Kicker Table  Kicker Table | **DISPLAY** slide **44.**  **REVIEW the table and explain how to read column and row information.** |
| A Prorated Kicker Example Step 1  Total dollar amount of Kicker ‘BE’ is $17,165.28 if Veteran served at least 36 months. Calculate how much of the $17,165.28 the Veteran earned for each month he was on active duty.  $17,165.28 / 36 month enlistment term  = the Veteran earns $476.81 of his total kicker  amount each month he/she serves on active duty  This is the “Monthly Accrual Rate” or A in the formula. | **DISPLAY** slide **45.**  **READ the information on the slide.**  **DISCUSS** |
| A Prorated Kicker Example Step 2  Determine how many months the claimant served on active duty for DOD purposes (DOD always rounds up to the next month)  Time in service calculation EOD 01-08-1998 and RAD 12-01-2000. Total time served 2 years, 10 months, 24 days  The veteran served a total of 2 years 10 months and 24 days on active duty or 35 months for DOD purposes (rounded 24 days up to next month.)  This is X in the equation. | **DISPLAY** slide **46.**  **READ the information on the slide.**  **DISCUSS** |
| A Prorated Kicker Example Step 3  Determine how much of the total kicker amount of $17,165.28 the veteran has earned.  35 months on active duty x $476.81333 monthly accrual rate = $16,688.466  This is the numerator in the equation. | **DISPLAY** slide **47.**  **READ the information on the slide.**  **DISCUSS** |
| A Prorated Kicker Example Step 4  Determine how much MGIB entitlement the veteran is eligible for.  For VA purposes you drop any fractional month. So the veteran served 34 months (2 years 10 months and 24 days) on active duty and received a honorable discharge for COG.  VA entitlement is 36 months to the MGIB. This is Z in the equation. | **DISPLAY** slide **48.**  **READ the information on the slide.**  **DISCUSS** |
| A Prorated Kicker Example Step 5  Putting it all together…  Prorated Kicker Payment = $16,688.466/36  Prorated Kicker Payment = $463.57 per month of full time training  **NOTE:** Had the Veteran completed the full 3 year enlistment the monthly rate would have been $476.81. | **DISPLAY** slide **49.**  **READ the information on the slide.**  **EXPLAIN that a calculator should be used, entries for ‘A’, ‘X’ and ‘Z’ entered in order without rounding. Pay final result rounding to the nearest cent.** |
| Prorated Kicker in BDN  When the 310 screen is filled out correctly BDN calculates the correct rate provided the kicker is shown on the 310.   * Double check the kicker rate and time served before you override a kicker to pay the full kicker rate. * Place a “STOP” message and the amount of the prorated kicker in the BDN message field, *when BDN is not coded with the correct kicker code or is not prorating properly.* | **DISPLAY** slide **50.**  **READ the information on the slide.**  **DISCUSS when and when not to place “STOP” at the beginning of a BDN message line.** |
| M23 Screen – Prorated Kicker Example  M23 screen shows prorated kicker under recalculated | **DISPLAY** slide **51.**  **READ the information on the slide.**  **DISCUSS how the enlistment term and kicker code match, provided the kicker code and service dates are correct, BDN should correctly prorate the kicker amount due.** |
| Comprehension Check  Why would we prorate a kicker? | **DISPLAY** slide **52.**  **ASK the questions and entertain responses.**  **CLARIFY responses as needed and paraphrase a “correct” response.** |
| Questions? | **DISPLAY** slide **53.**  **ASK for questions on the topics discussed in this training and entertain responses. (If trainees are reluctant, propose questions yourself to begin the dialog.)**  **CLARIFY responses as needed and paraphrase question clearly for all to hear before providing a “correct” responses.**  **NOTE limit questions to scope of topic. Do not guess. Unless information is covered in the training, make note of question and provide a follow-up response to all trainees as soon as possible.**  **MOVE to next slide prior to concluding.** |
| References  **Chapter 30 Kickers**   * [M22-4, Pt. V, 1.22](http://vbaw.vba.va.gov/bl/22/ref/m22-4/Part%20V/ch01.htm) * [M22-4. Pt. V, 3.08](http://vbaw.vba.va.gov/bl/22/ref/m22-4/Part%20V/ch03.htm) * [RPO Letter 22-08-12](http://vbaw.vba.va.gov/bl/22/ref/letters/rpoletters/rpo2008/rpo220812.doc) Two Character Kicker Codes and Kicker Rate Tables * Title 38, United States Code, [§3015(d)](http://www4.law.cornell.edu/uscode/38/3015.html) * Kicker & Bad Discharge, [Advisory date September 11, 2002](http://vbaw.vba.va.gov/bl/22/ref/advisories/SERVICE/Policy%20Advisory%20-%20CH30%20Kicker%20&%20Bad%20Discharge.htm) * Kicker Calculation, [Advisory dated September 10, 2002](http://vbaw.vba.va.gov/bl/22/ref/advisories/KICKER/Policy%20Advisory%20-%20Kicker%20Calculation.htm). * Kicker Table Error, [Advisory dated September 6, 2002](http://vbaw.vba.va.gov/bl/22/ref/advisories/KICKER/Policy%20Advisory%20-%20Kicker%20Table%20Error.htm). * Multiple Kickers, [Advisory dated March 6, 2003](http://vbaw.vba.va.gov/bl/22/ref/advisories/KICKER/Policy%20Advisory%20-%20Multiple%20Kickers.htm) * R Kicker, [Advisory dated July 31, 2003](http://vbaw.vba.va.gov/bl/22/ref/advisories/KICKER/Policy%20Advisory%20-%20R%20Kicker.htm).   S Kicker and 3-year Rate Issue, [Advisory dated July 8, 2004](http://vbaw.vba.va.gov/bl/22/ref/advisories/KICKER/Policy%20Advisory%20-%20S%20Kicker%20&%203%20Year%20Rate%20Issue.htm). | **DISPLAY** slide **54 briefly, move to next slide.** |
| References, Cont.  **Chapter 1606 Kickers**  [M22-4, Pt. VIII, 1.10b](http://vbaw.vba.va.gov/bl/22/ref/m22-4/Part%20VIII/ch01.htm)  [RPO Letter 22-04-25](http://vbaw.vba.va.gov/bl/22/ref/letters/rpoletters/rpo2004/rpo220425.htm)  Army Data Problems, [Advisory dated October 2, 2006.](http://vbaw.vba.va.gov/bl/22/ref/advisories/KICKER/Policy%20Advisory%20-%20Army%20Data%20Problems.htm)  Chapter 1606 Kicker Eligibility Question , [Advisory dated October 22, 2007.](http://vbaw.vba.va.gov/bl/22/ref/advisories/KICKER/Policy%20Advisory%20-%20Chapter%201606%20Kicker%20Eligibility%20Question.htm) chapter 1606 Kicker Start Date, [Advisory dated May 15, 2003](http://vbaw.vba.va.gov/bl/22/ref/advisories/KICKER/Policy%20Advisory%20-%20CH1606%20Kicker%20Start%20Date.htm).Policy Advisory of July 9, 2007  Chapter 1606 Kickers, [Advisory dated July 9, 2007.](http://vbaw.vba.va.gov/bl/22/ref/advisories/KICKER/Policy%20Advisory%20-%20Chapter%201606%20Kickers.htm) Chapter 1606 Kicker Rates 1/2 time, [Advisory dated July 25, 2007.](http://vbaw.vba.va.gov/bl/22/ref/advisories/KICKER/Policy%20Advisory-%20Ch.%201606%20Kicker%20Rates%20-%20One%20-Half%20%20time.htm)  Involuntary Separation and Retention of 1606 Benefits, [Advisory dated March 18, 2005](http://vbaw.vba.va.gov/bl/22/ref/advisories/KICKER/Policy%20Advisory%20-%20Invol%20Sep%20Related%20to%20Retention%20of%201606%20Benefits.htm).  Multiple Kickers, [Advisory dated March 6, 2003](http://vbaw.vba.va.gov/bl/22/ref/advisories/KICKER/Policy%20Advisory%20-%20Multiple%20Kickers.htm).  **Chapter 33 Kickers**  [M22-4 Pt. VI, 1.01c(2)](http://vbaw.vba.va.gov/bl/22/ref/m22-4/Part%20VI/ch01.htm)  [M22-4 Pt. VI, 1.08(2), 1.11 and 1.14](http://vbaw.vba.va.gov/bl/22/ref/m22-4/Part%20VI/ch01.htm)  **Chapter 33 Kickers**  [M22-4 Pt. XII](http://vbaw.vba.va.gov/bl/22/manual/index.html) | **DISPLAY** slide **55.**  **THANK particpants for their attention and time and conclude training. Provide and or remind guidance and instructions for recording training in TMS.** |