

THE FISCAL YEAR 2024 FIRST TERM ALIGNMENT PLAN SUBMISSION GUIDELINES

1. Manpower Management Enlisted Assignments (MMEA) will begin processing reenlistment, extension, and lateral move (RELM) requests for Fiscal Year (FY) 2024 First Term Alignment Plan (FTAP) Marines no later than (NLT) 1 June 2023. Due to the Commandant's emphasis on retaining talent and maturing the force, MMEA will focus retention approvals in a three-phased approach designed to prioritize and incentivize the highest performing Marines as outlined in Talent Management 2030 (TM2030).

a. Phase I (1 June 2023 - 30 June 2023):

(1) Commandant's Retention Program (CRP) Guidelines

(a) Prior to Phase I, MMEA will select the top-performing FY 2024 FTAP Marines per Primary Military Occupational Specialty (PMOS) to receive conditional approval for reenlistment.

(b) CRP allows the highest qualified Marines to undergo an expedited reenlistment process which reduces administrative impediments in accordance with (IAW) TM2030.

(c) The Marines awarded these conditional approvals will be exclusively processed during Phase I and be prioritized for all retention incentives.

(d) MMEA will solicit the Fleet Marine Force (FMF) for feedback and refinement of the CRP selectees. A finalized CRP list will be published via MARADMIN on or about 31 May 2023.

(2) Critical Marine Occupational Specialty (MOS) FTAP Lateral Moves (LATMOV)

(a) MMEA will allow LATMOV submissions no earlier than (NET) 1 June 2023 for the following critical PMOSs: 0211, 0241, 0311, 0321, 0372, 1721, 1751, 2336, 2651, 3044, 4133, 4821, 5821, 7257, and 7316.

(b) Requests for LATMOV into PMOSs 0211, 0241, 0321, 0372, 1721, 2336, 2611, 2651, and 5821 will require a minimum reenlistment term length of 60 months due to the length of associated training pipelines. All other LATMOV requests will require a minimum 48 month reenlistment.

b. Phase II (1 July 2023 - 31 August 2023):

(1) During Phase II, MMEA will initiate the processing of FY 2024 FTAP RELMs for Marines not selected on the CRP.

(2) Slow-Filling MOS LATMOV

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(a) MMEA will allow LATMOV submissions into Slow-Filling MOSs NET 1 July 2023. A list of Slow-Filling MOSs will be released via Total Force Retention System (TFRS), NLT 15 June 2023.

(b) Requests for LATMOV into Slow-Filling MOSs will require a minimum reenlistment term length of 48 months.

(c) F-35 PMOSs are only open to Marines in the following PMOSs due to their similar training pipeline.

(1) 6218 PMOSs: 6212, 6213, and 6217

(2) 6258 PMOSs: 6252, 6253, and 6257

(3) 6288 PMOSs: 6282, 6283, and 6287

(4) 6338 PMOSs: 6313, 6332, 6333, 6337, and 6386

(3) The submission deadline for Phase II is 31 August 2023.

c. Phase III (1 September 2023 - 30 September 2024):

(1) On 1 September 2023, PMOSs that receive more submissions than available boatspaces will be considered Fast Filling Marine Occupational Specialties (FFMs) and may be subject to the FY 2024 Enlisted Career Retention Board (ECRB).

(2) Throughout this period, MMEA will execute the ECRB for select PMOSs and process all late submissions based on the needs of the Marine Corps. PMOSs deemed FFMs at the close of Phase II will be published via TRFS NLT 1 September 2023.

(3) It is essential for Career Planners to monitor the boatspace report daily and take swift action to return RELMs categorized as Pending Additional Information (PAI). Failure to provide requested documentation in a timely manner may result in Marines being removed from consideration on the FTAP ECRB.

(4) PMOSs not deemed an FFM may continue to submit RELMs until the end of Phase III, as boatspace availability allows. These RELMs will be processed to retain the most qualified Marines.

(5) Marines who voluntarily submit after the established deadline should not expect a timely response. During this period, MMEA will closely coordinate with Manpower Plans and Policies (MPP) to determine if additional space is available. MMEA will work tirelessly to ensure qualified FTAP Marines are afforded the opportunity to continue to serve. Marines not offered reenlistment due to a lack of available boatspaces are eligible to submit for the Commanding

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General's Retention Program (CGRP) or may submit for LATMOV into an open MOS.

(6) On or about 18 September 2023, MMEA will convene the FY 2024 FTAP ECRB.

(7) The ECRB will be composed of senior enlisted representatives from the FMF and Supporting Establishment (SE). They will determine the primary and alternate recipients of remaining boatspaces in all MOSs deemed FFMs at the close of Phase II and require consideration by the ECRB. MMEA will release RELM approvals for Marines selected as primaries on the ECRB on or about 15 October 2023.

(8) MMEA will accept LATMOV requests for all PMOSs with remaining boatspaces beginning 1 September 2023. Detailed lateral move guidance can be found in paragraph 3 below.

2. FTAP Reenlistment Incentives:

a. Selective Reenlistment Bonus Program (SRBP). FY 2024 SRBP information will be published via MARADMIN NLT 1 June 2023.

b. Duty Station Incentive (DSI). DSIs will be authorized throughout the FY 2024 Retention Campaign and are critical to retaining talented Marines. PMOS Monitors will consider each request, assign DSIs IAW below paragraphs 2.b.1 and 2.c, and return the requests with a specific Monitored Command Code (MCC).

(1) Requests submitted during Phase II require a minimum 36 month reenlistment in the Marines PMOS and may include up to three duty station preferences. DSIs will be returned within approved reenlistment requests. Assignments are issued based on several factors, including but not limited to the needs of the Marine Corps, billet vacancies, and Marine preference. Assignments to DSIs remain subject to standard time on station waiver authorities.

(2) The scope of a Marine's DSI will be limited to an installation or geographical location. Marines must list at least one of the following locations: Camp Pendleton, Miramar, San Diego, 29 Palms, Yuma, Camp Lejeune, Cherry Point, New River, Beaufort, Parris Island, Quantico, Hawaii, Okinawa, or Iwakuni.

(3) DSI Deferral. Marines may request to defer their DSI for the following reasons:

(a) Marine has less than 24 months time on station.

(b) Marines slated to deploy with their current unit.

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(4) Retention on Station. Marines may request to be retained at their current geographical location for 12 months and may receive Permanent Change of Assignment (PCA) orders in conjunction with this incentive. The 12 months for retention on station contract is effective from the end of current tour.

c. Enhanced DSI (EDSI). CRP selectees may request an EDSI. An EDSI authorizes these Marines to request up to five prioritized MCCs. Additionally, CRP Marines may request enhanced retention on station for up to two years from the reenlistment date or unit join date (if PCA awarded with reenlistment). The two years for enhanced retention on station contract is effective from the end of current tour.

d. Marines requesting a Special Duty Assignment (SDA) must request a 48 month reenlistment with additional obligated service if required.

3. FTAP LATMOV Guidelines:

a. MMEA will accept LATMOV requests for all PMOSs with remaining boatspaces beginning 1 September 2023. The below restrictions apply:

(1) School seat availability will dictate LATMOV approvals.

(2) MMEA will make the final determination on all LATMOV requests.

(3) All LATMOV requests will require at least a 48 month reenlistment.

b. PMOSs that require formal school training, information regarding school seat dates, orders, or funding guidance will be sent to the Unit Career Planner via TFRS. The Marine Corps Training Information Management System (MCTIMS) will generally generate funding letters. Marines attending PMOS schools that are greater than 120 days will be funded via Permanent Change of Station Orders (PCSO).

c. Due to the limited availability of LATMOV school seats, Marines who have executed a LATMOV should contact MMEA via their Unit Career Planner prior to a unit deployment.

d. LATMOV SRBP eligibility will be published in the FY 2024 SRBP MARADMIN NLT 1 June 2023.

4. CGRP Guidelines:

a. Commanding Generals (CG) or equivalent may request an additional boatspace in a Marine's PMOS once the PMOS reaches its

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boatspace cap. A PMOS meets its boatspace cap once all available boatspaces have been filled for the FY. CGRP allocations should be utilized judiciously.

b. Execution process for the FY 2024 CGRP will be published via MARADMIN during Phase III.

5. Early Reenlistment Authority (ERA) Program Guidelines:

a. Computed Tier I through III FY 2025 Marines with an End of Current Contract (ECC) between 1 October 2024 and 30 September 2025 may be eligible for early reenlistment or LATMOV during FY 2024.

b. Marines requesting reenlistment via this program will be approved for a minimum of 48 months of additional obligated service.

c. ERA coordinating instructions and eligibility requirements will be published via MARADMIN on or about 15 November 2023.

6. Prior Service Enlistment Program (PSEP) Submission Guidelines:

a. In order to provide Marines the best opportunity to reenlist in their PMOS, the submission period for PSEP requests will begin on 1 November 2023. Marines are encouraged to submit PSEP requests due to the ongoing requirement to fill critical manpower shortfalls.

b. PSEP requests will only be considered for PMOSs with available boatspaces.

7. Out-Fiscal Year FTAP Retention Guidelines:

a. FY 2024 FTAP Marines who have an Expiration of Active Service after FY 2024 due to being granted a cross-FY extension are still required to submit for reenlistment in FY 2024.

b. Requests for LATMOV from Marines who do not have an ECC in FY 2024 will be processed on a case-by-case basis.