

# ARMY EMERGENCY RELIEF

**BULLETIN DATE:** 26 SEPTEMBER 2022

**ASSISTANCE BULLETIN NUMBER:** 06-2022

**SUBJECT:** DISASTER ASSISTANCE GUIDANCE  
(HURRICANE IAN)



**AER**

## 1. APPLICABILITY.

These instructions apply to AER Headquarters, Army AER Sections, Other Military Aid Society Offices, and the American Red Cross.

## 2. BACKGROUND.

Army Emergency Relief (AER) remains steadfast in its long-standing commitment to meet the needs of the 21st Century Soldier and Family during a crisis. Many Army Families in Florida are in the projected path of Hurricane Ian and may be impacted by its catastrophic storm surges, extreme winds, and flash flooding. Along with widespread power outages, many may also experience damages to personal property, which will add to the crisis. Florida Governor Ron DeSantis has declared a state of emergency for 24 Florida counties that could potentially fall in the path of Hurricane Ian, which is projected to become a Category 3 Hurricane.

### **The state of emergency affects the following counties in Florida:**

- Brevard
- Broward
- Charlotte
- Collier
- DeSoto
- Glades
- Hardee
- Hendry
- Highlands
- Hillsborough
- Indian River
- Miami-Dade
- Lee
- Manatee
- Martin
- Monroe
- Okeechobee
- Osceola
- Palm Beach
- Pasco
- Pinellas
- Polk
- Sarasota
- St. Lucie

## 3. PURPOSE.

This AER Bulletin provides guidance for Evacuation (Departure and Return), Stabilization In-Place and Recovery assistance for eligible individuals impacted by Hurricane Ian. Disaster Assistance is primarily for the counties listed in paragraph 2 above, but also extends to individuals who may be impacted by Hurricane Ian in any adjacent state. Eligible Army personnel may be provided financial assistance to assist with evacuation, stabilization-in-place, and recovery from the potential devastation of Hurricane Ian. Disaster assistance may be provided for **travel-related expenses associated with ordered evacuations from an impacted area, returning to an evacuated area of primary domicile, basic essential needs to sustain oneself**

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during stabilization-in-place, recovery, and any other essential needs associated with restoration affecting Life, Health, or Safety (LHS).

### 4. ELIGIBILITY.

- a. Soldiers on **Active Duty** and their eligible Family members.
- b. Soldiers **Retired from Active Duty because of longevity** and their eligible Family members.
- c. **Retired Army Reserve and National Guard** Soldiers receiving retired pay and their Family members.
- d. **Medically Retired** Soldiers and their dependents, including both those placed on the Permanent Disability Retired List (PDRL) or Temporary Disability Retirement List (TDRL).
- e. **Surviving Spouses and Children** of Soldiers who died while on Active Duty (including those on Title 10 Orders) or in an eligible Retired status.
- f. **Members of the Reserve Component** of the Army (National Guard and Army Reserve **under Title 10 U.S.C**) on continuous Active Duty **for more than 30 consecutive days** and their eligible Family members.
- g. **Title 10, Title 32 and TPU Army National Guard and Army Reserve Soldiers NOT mobilized, or are mobilized for LESS THAN 30 consecutive days, and those activated in support of Hurricane Ian relief efforts.**

### 5. GENERAL GUIDELINES.

- a. **Evacuation assistance** (Departure and Return) will only be considered for **individuals who have been ordered to evacuate** via a local municipal mandatory evacuation order. Mandatory evacuation information by County for the State of Florida can be found at [www.floridadisaster.org/evacuation-orders/](http://www.floridadisaster.org/evacuation-orders/).
- b. **Evacuation (Departure)** assistance may be provided up to **\$600 as a Grant**. Blanket Authority is authorized up to \$600. **Any amount above \$600 may be considered as a Loan, Grant, or a combination of both and will be forwarded to HQ AER for review and decision.** Evacuation assistance may be considered for basic essential needs (Temporary Lodging, Food and Fuel) when a mandatory evacuation order has been issued to evacuate an area of primary domicile. **The budget requirement is waived for Evacuation (Departure) assistance when the amount is \$600 or less, however the request must be for a “valid need.”**

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c. **Evacuation (Return)** assistance may be considered as a **Loan, Grant, or combination of both**. Blanket Authority is authorized up to \$600. **Any amount above \$600 will be forwarded to HQ AER for review and decision.** Return assistance may be considered for basic essential needs and expenses associated with returning to an evacuated area of primary domicile. Return assistance will only be considered upon confirmation by the local municipality that it is safe to do so. **A budget is required for Evacuation (Return) assistance.**

d. **Stabilization-in-Place** assistance may be considered as a **Loan, Grant, or combination of both**. Blanket Authority is authorized up to \$600. **Any amount above \$600 will be forwarded to HQ AER for review and decision.** Stabilization-in-Place assistance may be considered for basic needs to sustain oneself during the disaster. **A budget is required for Stabilization-in-Place assistance.**

e. **Recovery assistance** may be considered as a **Loan, Grant, or combination of both**. Assistance may be provided for Minor Home Repairs, basic needs to sustain oneself during recovery and any other essential needs associated with restoration that affect Life, Health, and Safety (LHS). **There is no dollar cap for Recovery assistance, however, the request must be for a “valid need.” A budget is required for Recovery assistance.**

f. For Recovery assistance caseworkers should review property insurance documents and other related documentation to ensure applicants have submitted applicable claims for property damages. Assistance may be considered for deductibles as necessary to support an insurance claim.

g. Grants or a combination of loan and grant are **highly encouraged** and should be favorably considered when repayment will cause a financial hardship.

h. Active-Duty Soldiers ordered to evacuate by the Installation Commander should leverage the Government Travel Card (GTC) for evacuation related expenses. Active-Duty applicants who **do not** have a GTC will be assisted in the form of a Loan as they will be reimbursed via a Travel Voucher for evacuation related expenses because of the Installation Commanders' order to evacuate.

i. Repayment may be deferred for sixty (60) days.

j. Repayment of a loan will not exceed (36) months, except when approved by HQ AER.

k. A loan must be repaid sixty (60) days prior to ETS, end of the Title 10 Active-Duty commitment or within six months after the first scheduled repayment, whichever comes first.

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I. Soldiers who find themselves in a situation where repayment of a loan is causing a financial hardship should contact the HQ AER Loan Management Section for further guidance.

### 6. PROCEDURE.

- a. Soldiers and eligible Family members will contact the nearest AER Section or other service Military Aid Society (Air Force, Navy/Marine Corps or Coast Guard) within a fifty (50) mile commuting radius for application processing instructions. Applicants will forward AER application with supporting documentation listed in Paragraph 7 below to the nearest AER Section or Military Aid Society Office for review, evaluation, and assistance consideration.
- b. If outside the fifty (50) mile commuting radius of any military installation, applicants will contact the American Red Cross at 1-877-272-7337 and select Option 1 for financial assistance. The American Red Cross will provide a secure link to transmit application information listed in Paragraph 9 below, conduct case intake on behalf of AER Section and forward case information to HQ AER for review, evaluation, and assistance consideration/decision.
- c. AER Officers will input the following case information in ARMS on the **Application Tab**:
  1. Enter Program “**Disaster Assistance Program**”
  2. Enter Special Event Code “**Tropical Storm Ian (2022)**”
  3. Under “**Assistance Reasons**” select “**Natural Disaster (Hurricane/Flooding/Wildfire)**”
  4. Under “**Disbursement Category**” on the Transaction Tab select “**Disaster Assistance – Evacuation,**” “**Disaster Assistance – Stabilization-In-Place**” or “**Disaster Assistance – Recovery**” as the Disbursement category and select the appropriate Disbursement sub-category from the drop-down menu.

### 7. MANDATORY DOCUMENTS.

- a. AER FORM 101, Application for AER Assistance
- b. AER Form 57, Budget Planning Sheet (BPS)
- c. AER Form 575 (When working Remote and applicant chooses ACH as the disbursement method, verify client banking information and upload AER Form 575 into ARMS).
- d. Leave and Earning Statement (LES) and other earning statements for Soldier and/or Spouse, as applicable
- e. Title 10 orders for current period of service (Guard, Reserve, or AGR) (if applicable).

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- f. Proof of residence in the affected area: Driver's license, utility bill, mortgage, or lease statement. Online verification is acceptable and hard copy is NOT required.
  - g. Special Power of Attorney (AER Form 53 or civilian equivalent) or Allotment Authorization (AER Form 55) when Soldier is not available, if applicable.
  - h. Trustee approval letter (if under bankruptcy).
8. **This bulletin will remain in effect until 15 November 2022.**
9. The points of contact for this bulletin are:
- a. Assistance Section - SGM(R) Glen Wellman or CSM(R) Charles Durr at (571) 389-7137/ Extension 1 or via email at [assistance@aerhq.org](mailto:assistance@aerhq.org).
  - b. Loan Management Section - SGM(R) William Hagzan at (571) 389-7137/Extension 2 or via email at [repayments-allotments@arehq.org](mailto:repayments-allotments@arehq.org).
10. If additional guidance is required during non-business hours, please contact the HQ AER caseworker at 1-866-878-6378 and enter extension **1942**.