OUT-PROCESSING FORT BRAGG FINANCE

WHERE:
WING J ROOM 16 SOLDIER SUPPORT CENTER

WHEN TO CLEAR:
Within 72 business hours of your leave start date.

REQUIRED DOCUMENTS:
- **Complete set of Orders(Must have extra Hard Copies)**
- **IPPS-A Absence Request Form**: It will have to signed/approved and have an end date no earlier than 1 day before your report date**. (Must have extra copies)**
- **Closed Jump Log and Supporting Documentation:** If you are on Jump Status, a 2 Year audit is required by Finance. **(Must have extra Hard Copies with required waivers for Finance to Keep)**
- **UNIT CLEARING PAPERS** (DA FORM 137-1) Block 18 and19 must be signed.
- **INSTALLATION CLEARING PAPERS** (DA FORM 137-2). Everything must be completely(Signed), before coming to to see us. We are the next to last stop in the process **(no exceptions)**.

OFFICE HOURS OF OPERATION: MON, TUE, WED AND FRI (0830HRS TO 1600HRS),
CLOSED ON THURSDAYS AND FOR LUNCH 1200-1300HRS

****MUST BE IN UNIFORM UNLESS MFR IS PROVIDED BY YOUR CHAIN OF COMMAND. NO EXCEPTIONS.**

PCS ENTITLEMENTS

PER DIEM:
An entitlement to assist and partially reimburse for lodging and meal expenses while traveling. No receipts…Flat rate.

MALT:
Milage reimbursement to supplement gas prices. No receipts needed. .21 cents per mile, up to 2 POV's.

DISLOCATION ALLOWANCE (DLA):
An entitlement to assist a Soldiers for expenses incurred when PCS'ing a household. Rates are dependent on rank and dependency status. Entitlement dose not have to be paid back.

TEMPORARY LODGING ALLOWANCE (TLA):
For Personnel going OCONUS. Partially offsets lodging and meal expenses when a SM or DEPNS need to occupy temporary lodging in connection with a PCS move. The number of days, location and authorized personnel will come from Your Post Housing Office per TLA Memorandum.

TEMPORARY LODGING EXPENSE (TLE):
Partially offset lodging and meal expenses when a SM or DEPNS need to occupy temporary lodging in connection with a PCS move. 7 days authorized for CONUS to OCONUS all within 75-mile radius of FT Bragg; 21 days Authorized CONUS to CONUS within a 75-mile radius from FT Bragg or Gaining station.

ADVANCE PAY:
Intended to assist with extraordinary expenses that occur in conjunction with a PCS Move. You will receive your Base Pay minus deductions. Repayment will be prorated over a 12 months. SM.s E-3 and below will have to have their CDR.s signature. SM.s E-5 and E-4 with no dependents will have to itemize to show justification of extenuating circumstances. Advance Pays Usually take 3-5 Business days to pay

Fort Bragg Finance

Location: Soldier Support Center Wing J room 16. Phone # 910-396-3680 or 910-396-2909
Hours of Operation: 0830-1600hrs closed from 12-13hrs for lunch.
***THE FINANCE OFFICE WILL BE CLOSED EVERY THURSDAY FOR TRAINING AND MAINTENANCE

PCS Travel Entitlements

PER DIEM FOR PCS TRAVEL:
An entitlement to assist and partially reimburse for lodging and meal expenses while traveling.

2025 Rates:

	Service Member	DEPNS 12 & Older	DEPNS under 12
Driving/Passenger	$178.00	$133.50	$89.00
Plane/Train/Bus	$38.25	$28.69	$19.13

MALT: Milage Reimbursement to supplement Gas prices.
2025 Rates:

1st POV	2nd POV
$0.21 per mile	$0.42 per mile

* Note 2nd POV must be driven by your Dependent, to get paid. POV's only.
No Receipts are needed for either of these entitlements.

DISLOCATION ALLOWANCE (DLA):
Partially reimburse a SM for expenses incurred when moving a household. Rates are dependent on Rank and dependency status. (2025 Rates on Back Page)

TEMPORARY LODGING EXPENSE (TLE):
Partially offset lodging and meal expenses when a SM or DEPNS need to occupy temporary lodging in connection with a PCS move. 7 days authorized for CONUS to OCONUS all within 75-mile radius of FT Bragg; 21 days Authorized CONUS to CONUS within a 75-mile radius from FT Bragg or Gaining station. **2025 FT BRAGG RATES:**

Number of Persons	Applicable	Lodging=$124.00	MI&E=$68.00	Per Diem = $192
Occupying Temp Quarters	Percent	$80.60	$38.35	65%
Member or 1 Dependent	65%	$124.00	$68.00	100%
Member & 1 Depn or 2 Depn	100%	$155.00	$85.00	125%
Each additional Depn 12& over	35%	$167.40	$91.80	135%
Each additional under 12	25%	$186.00	$102.00	150%

TEMPORARY LODGING ALLOWANCE (TLA):
For Personnel going OCONUS. Partially offset lodging and meal expenses when a SM or DEPNS need to occupy temporary lodging in connection with a PCS move. The number of days, location and authorized personnel will come from Your Post Housing Office per TLA Memorandum.

PERMISSIVE TEMPORARY DUTY (PTDY):
10 days of Non-Chargeable Leave for the purpose of House Hunting in conjunction with PCS. Absence Request Form must be signed by a 05 or higher or have assumption of command orders. Non-Chargeable leave and House hunting must be annotated on Absence Request Form.

ADVANCE PAY:
Intended to assist with extraordinary expenses that occur in conjunction with a PCS Move. You will receive your Base Pay minus deductions. Repayment will be prorated over a 12 months. SM's E-3 and below will have to have their CDR's signature. SM's E-5 and E-4 with no dependents will have to itemize to show justification of extenuating circumstances. Advance Pays Usually take 3-5 Business days to pay.

ADDITIONAL INFORMATION:

-The only function that Finance has with CITI BANK/GTCC is Split disbursement.
-All Charges and repayment of GTCC is the Soldiers responsibility.
-Reimbursable expenses are claimed on the Smart Voucher, anything $75.00 and above needs a receipt.
-Pet Fees are now reimbursable as of 1 Jan 2024. It must be stated in your order and you must have reciepts.

SMART VOUCHER SYSTEM
https://smartvoucher.dfas.mil/voucher/

FORT BRAGG FINANCE WEB PAGE
https://homeadmin.army.mil/liberty/index.php/my-fort-liberty/all-services/army-military-pay-office

Place	Distance	Days	Place	Distance	Days	Place	Distance	Days
Ft. Belvoir, VA	308	1	Ft. Jackson, SC	170	1	Ft. Richardson, AK	4444	13
Ft. Bliss, TX	1806	5	Ft. Johnson, LA	1034	3	Ft. Riley, KS	1206	4
Ft. Campbell, KY	598	2	Ft. Knox, KY	595	2	Ft. Sam Houston, TX	1366	4
Ft. Carson, CO	1665	5	Ft. Leavenworth, KS	1114	4	Ft. Sill, OK	1296	4
Ft. Cavazos, TX	1317	4	Ft. Leonard Wood, MO	965	3	Ft. Stewart, GA	306	1
Ft. Devens, MA	791	3	Ft. Lewis, WA	2900	9	Ft. Story, VA	253	1
Ft. Dix, NJ	498	2	Ft. McCoy, WI	1069	3	Ft. Wainwright, AK	4334	13
Ft. Drum, NY	784	3	Ft. Meade, MD	363	1	Aberdeen PG, MD	404	2
Ft. Eustis, VA	257	1	Ft. Meyers, FL	719	2	Camp Lejeune, NC	152	1
Ft. Eisenhower, GA	257	1	Ft. Monmouth, NJ	544	2	Camp Shelby, MS	774	3
Ft. Fisher, NC	152	1	Ft. Monroe, VA	243	1	Carlisle Barracks, PA	451	2
Ft. Gregg-Adams, VA	217	1	Ft. Moore, GA	494	2	Elgin AFB, FL	731	2
Ft. Hamilton, NY	557	2	Ft. Myer, VA	322	1	Redstone Arsenal, AL	576	2
Ft. Huachuca, AZ	2108	6	Ft. Novosel, AL	596	2	Walter Reed, DC	330	1
Ft. Irwin, CA	2462	7	Ft. Ord, CA	2811	8	West Point, NY	605	2

PRIMARY DLA RATES

Effective January 1, 2025

Grade	Without-DependentRate	With-Dependent Rate
O-10	$4,997.43	$6151.81
O-9	$4,997.43	$6151.81
O-8	$4,997.43	$6151.81
O-7	$4,997.43	$6151.81
O-6	$4,584.74	$5,539.14
O-5	$4,415.71	$5,339.17
O-4	$4,092.11	$4,706.58
O-3	$3,279.49	$3,893.91
O-2	$2,601.45	$3,324.93
O-1	$2,190.58	$2,972.28
O-3E	$3,541.26	$4,184.78
O-2E	$3,010.47	$3,775.79
O-1E	$2,588.72	$3,488.54
W-5	$4,157.52	$4,542.95
W-4	$3,692.15	$4,164.85
W-3	$3,103.16	$3,815.78
W-2	$2,755.97	$3,510.36
W-1	$2,306.89	$3,035.94
E-9	$3,032.31	$3,997.60
E-8	$2,783.21	$3,684.91
E-7	$2,377.83	$3,421.30
E-6	$2,301.95	$3,418.13
E-5	$2,301.95	$3,,418.13
E-4	$2,301.95	$3,,418.13
E-3	$2,269.25	$3,,418.13
E-2	$1,951.12	$3,,418.13
E-1	$1,802.10	$3,,418.13

Additional Information for Understanding PCS-Season

https://ipps-a.army.mil/Drive-the-Change/PCS-Season/

Soldiers must utilize IPPS-A tools and resources to learn and execute the proper procedures for PCS absence submission, ensuring a successful transition to their new duty station and receipt of the appropriate pay and benefits.

Soldier pays and benefits can be negatively impacted if Soldiers have not properly arrived or departed.

HR Professionals and Leaders must prioritize accounting for the Army by:

- Validating PCS absences; Executing accurate and timely arrivals/departures, orders, awards, slotting, and assignments
- Utilizing IPPS-A as the system of record for personnel accountability and preventing Failure to Lose/Failure to Gain discrepancies

- Leveraging IPPS-A resources to support their Soldiers, ensure delivery of accurate pay and benefits, and achieve accountability

Resources for Members

Phase 1: Member Elections

- Family Member Travel Screening (FMTS): E-EFMP
- Video(s): How to Complete Member Election
- UPK(s): Self Service - Complete a Member's Elections Activity Guide

Phase 2: Orders

- UPK(s): Self Service - View My Orders
- Job Aid(s): View Special Instructions

Phase 3: Absences

- Quick Sheet: Submitting a PCS Event (Absence Type: 05-PCS Events)
- Video(s): Submit PCS Absence Do IPPS-A Yourself (DIY)

- UPK(s): Self Service - Request Absence, Self Service - View/Amend Absence Request
- References: Create a PCS Absence Request, Update PCS Absence Using the InTransit Grid During Arrival Processing, View and Amend a PCS Absence Request, TDY Enroute

Phase 4: DD Form 93, “Record of Emergency Data”

- UPK(s): Self Service - Create a DD Form 93 Record of Emergency Data, Self Service - Maintain a DD Form 93 Record of Emergency Data