

Entitlements

- Welcome Letter
- Assignment of a Sponsor
- Army Community Service Relocation Services
- Greeting Upon Arrival
- Assistance With In and Out processing
- Orientation to New Unit, Activity and Community

Community Websites

Fort Hood Army Community Service

www.hoodmwr.com/acs

Fort Hood Home Page

www.hood.army.mil

Fort Hood Housing Office

<http://www.hood.army.mil/newcomers/housing.htm>

Transportation Household goods—In Bound and Outbound

www.hood.army.mil/doltransportation/home.html

TX Department of Motor vehicles

www.dmv.org/tx-texas/vehicle-registration.php

Where Can I get Additional Information?

For more details on this program go to the Army Community Service Website at:

<http://hoodmwr.com/acs/rrb.html#sponsorship>

References

- AR 600-8-8, Total Army Sponsorship Program
- AR 608-1, Army Community Service Center
- AR 600-8-101, [Personnel Processing](#) (In -, Out-, Soldier Readiness, Mobilization, and Deployment Processing). (Cited in table 2-1.)



Total Army Sponsorship Program

Relocation Readiness Program
Rivers Building Bldg 121, Corner of T.J. Mills
Blvd & 761st Tank Battalion Ave.

Monday—Friday 7:30—4:30 p.m.

Phone Number: (254) 287-4471
Email: hood.dmwr.acs.relo.distro@conos.army.mil



What is the Total Army Sponsorship Program ?

- The US Army established the Total Army Sponsorship Program to assist soldiers, civilian employees, and family members during the relocation process. Program participants are provided accurate, timely information and other support needed to minimize the challenges associated with relocating to a new duty station.
- The program is available to members of active Army, the Army National Guard, the United States Army Reserve, and to civilian employees whose assignment to a position within the Department of the Army which requires a permanent change of station (PCS).
- The Sponsorship Program works closely with the Army Community Service (ACS) agency. ACS will provide counseling, pre-move destination information (including the Standard Installation Topic Exchange Service), and overseas orientation briefings. ACS will also provide welcome packets upon request. These packets will normally be obtained by the new arrival or the sponsor for the new arrival, rather than being mailed to the departing individual at the losing installation. Departing individuals should be encouraged to use, upon assignment alert, the Standard Installation Topic Exchange Service or welcome packet files at their local ACS.

More information is available at:

<http://hoodmwr.com/acs/rrb.html>

Total Army Sponsorship Program

How Can I participate as Civilian ?

To receive benefits from the Sponsorship Program, it is essential that civilians complete DA Form 5434 (Sponsorship Program Counseling and Information Sheet) immediately upon receiving notification they are being assigned to Fort Hood. The DA Form 5434 must be obtained from the hiring CPAC

What can I expect from my Unit ?

- Assign a sponsor to help orient me to my new job
- Provide additional resources / assistance upon Request.

What Can I expect from my Sponsor ?

- Contact within 10 calendar days after receipt of my application to offer assistance
- Provide assistance with the transition
- Welcome me and my family upon arrival
- Assist with orientation to my new duty assignment / office and to the community
- Provide additional resources upon request

How Do I Participate as a Supervisor/ Sponsor ?

Every Soldier in the ranks of private through colonel (excluding Soldiers completing advanced individual training (AIT) and Soldiers making PCS moves to student detachments at long-term schools) and civilian employees through grade 15, undergoing a PCS move, will be offered the opportunity to participate in the advance arrival sponsorship program. Sponsorship is mandatory for first-term Soldiers.

What is my role as a Supervisor ?

- Assign a sponsor for the new employee
- Orient the employee to the new job
- Attend Sponsorship Training, available at ACS

What is My Role as A Sponsor ?

- Contact my supervisor and express interest in participating in the program
- Contact Army Community Services for useful resources
- Contact the new soldier / employee to offer assistance information
- Help employee/family with transition
- Welcome employee/soldier & family upon arrival
- Help orient employee to new office
- Attend Sponsorship Training