1. Tool for Commanders to provide an immediate positive impact on Soldiers.
2. Authorizes the immediate Commander (Company Commander or 1SG) limited authority to provide AER assistance.
3. Soldier is provided with an additional option other than payday lenders.
4. Commanders and 1SGs are still required to operate within existing guidelines and procedures IAW AR 930-4.
5. Soldiers can request up to **$2,000.00** in assistance by submitting AER Form 101 to their immediate Commander/1SG. Application includes AER Form 57R Budget Sheet to assist with evaluating ability to repay debt in a 12 month period.
6. Commander/1SG must be satisfied that the Soldier’s request is reasonable, justifiable, and needed.
7. **If approved, Commander/1SG will complete items 22-25e on AER Form 101; then have Soldier call the AER Officer for an appointment at 255-2341.**
8. Commander/1SG is the approving authority – not the AER Officer.
9. Some conditions apply:
	1. Previous existing loan, under the Quick Assist Program, must be repaid before additional assistance in this category is authorized.
	2. There will be no more than two (2) Quick Assists per year.
	3. Requested amount and current balance of any existing loan cannot exceed $3,000.00.
	4. Repayment must be by allotment.
	5. Active duty, RA Soldiers only. Reserve component (NG/AR) Soldiers do not qualify.
	6. Repayment must be 60 days prior to ETS but no more than 12 months (repayment may be delayed up to 3 months from date of assistance or extended to 15 months to avoid hardship).
	7. Soldier cannot be on the AER restricted list.
	8. Soldier cannot have current or pending bankruptcy. Soldier may request as a Routine request, (box 16 on AER Form 101).
	9. Assistance under this category will always be as a loan, grants are not authorized. Emergency Travel is the only exception provided as a half loan/half grant.
	10. AER Officer will confirm eligibility for assistance under this category prior to issuing a check. If Soldier does not meet eligibility for assistance under the Quick Assist Program, Soldier may apply utilizing Direct Access or Routine (box 16 on AER Form 101).
	11. AER Officer will inform the Commander or 1SG of final disposition.
10. Responsibility of AER under this program is to educate and monitor.
11. Commanders/1SGs who do not desire to approve assistance under the Quick Assist Program may still recommend approval using the same form, however in addition to completing Section 22-25e the Routine assist block is marked in Section 16 instead of the QAP box.

Authorized Categories of Assistance

1. Food
2. Gas for POV\*
3. Rent or past due mortgage (primary residence only)
4. Utilities
5. Emergency leave transportation, lodging and food
6. POV repairs \*
7. POV loan payment \*
8. POV insurance \*
9. Purchase or repair of stove, refrigerator, washer, or dryer (primary residence only)
10. Purchase or repair of HVAC (primary residence only)
11. Purchase of essential/economical furniture (set up of initial household or loss due to natural disaster only)
12. Necessary medical /hospital expenses not covered by insurance except those noted below.
13. Dependent funeral expenses
14. Above categories of assistance when pay is delayed or stolen (no-pay due or non-receipt of advance travel for PCS moves)
15. Above assistance due to fire or other natural disaster.



1. Point of contact for Fort Novosel AER is Jo Close, 255-2341, jo.a.close.civ@army.mil. Additional information on Army Emergency Relief may be found at https://www.armyemergencyrelief.org/

\*Verify current driver’s license, POV registration, and insurance (must be in Soldier’s and/or spouse’s name).