



Troops & Families

Leadership

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PLAN MY MOVE

Military OneSource 24/7 family assistance 1-800-342-9647

Plan My Move Booklet for Fort Riley

Overview



Location

Fort Riley is located in northeastern Kansas, one hour west of Topeka, the state capitol. The two primary local towns are Junction City (mostly a military town) and Manhattan (mostly a college town, home to Kansas State University). There are a number of small country towns and a great deal of farm land in this area. Kansas City is about 2 ½ hours away and is home to the Kansas City Chiefs. The area is "laid back" with a slower lifestyle pace great for raising children, and the people are friendly and helpful. Many military families have enjoyed the area enough that they retire here. The base operator's phone number is (785) 239-3911 or DSN 312-856-1110.

History

The early history of Fort Riley is closely tied to the movement of people and trade along the Oregon and Santa Fe Trails. This location, approved by the War Department in January 1853, offered an advantageous location from which to organize, train and equip troops in protecting the overland trails. On June 27, 1853, Camp Center became Fort Riley -- named in honor of Maj. Gen. Bennett C. Riley who had led the first military escort along the Santa Fe Trail in 1829. The "fort" took shape around a broad plain that overlooked the Kansas River valley. Fort Riley is full of history that includes "Bleeding Kansas," General Custer, the Buffalo Soldiers, World War I and II, the Korean Conflict, the Cold War, Vietnam, and the Gulf War. For more information visit the [Fort Riley Homepage](#).

Mission

24th Infantry Division and Fort Riley provide ready forces as directed by FORSCOM, through 1st and 5th Armies and III Corps, to meet the Combatant Commander's requirements across the spectrum of current and future operations. Fort Riley also supports homeland defense operations and or civil authorities, as directed. Fort Riley provides mission ready, deployable forces, who are fit-to-fight, disciplined, and imbued with the Warrior Ethos. Mission is first, never accept defeat, never quit, and never leave a fallen comrade. This all goes into the Army Values that Fort Riley encompasses.

Population Served

Fort Riley serves more than 11,500 active duty service members, over 12,000 family members, nearly 20,000 retirees and over 5,000 civilian employees. These numbers do not include all the National Guard and Reserve members that come to train at Fort Riley.

Base Transportation

Currently, there is no base transportation on this installation.

Sponsorship

Fort Riley has a quick efficient way for soldiers to obtain a sponsor, or to just receive information if they prefer to not have a sponsor. Go to the [Newcomers Sponsorship page](#). All the contact information you need is right there. There is

even a sponsorship program available for incoming youth on the same page. Incoming personnel should use a permanent mailing address or establish a local PO Box (a Post Office is located on the base) to ensure timely receipt/forwarding of personal mail while en route to Fort Riley. Service members using the gaining unit for receipt of mail should coordinate with the unit to ensure your mail is held for you and not returned. Make sure you have all your necessary documents in hand. Do not pack them in the household goods or in checked luggage.

Temporary Quarters

If you are planning on staying in the lodging facility or one of the guest houses, Permanent Change of Station (PCS) families may make reservations once orders are received by calling (800) GOARMY1 or calling (785) 239-2830 , DSN 856-2830. Insure you have confirmed lodging reservations before traveling to the post. Please remember, if lodging is not available you need to get a Letter of Non-Availability when you are at the Lodging Office. There are limited pet facilities in on-post lodging. Budget accordingly with length of time it may take to locate housing.

Relocation Assistance

Soldiers, civilian employees, and their families arriving for duty at Fort Riley will want to visit Army Community Service. Assistance is available in the Soldier and Family Support Center, located on Custer Hill in building 7264. Army Community Service offers a variety of services and activities to assist transitioning families and hosts a monthly Newcomer Briefing on the 2nd and 4th Friday of every month, except on Federal Holidays. The Loan Closet provides short term temporary loans of household items to include kitchen ware, cots, car seats, card tables and chairs, and infant/toddler pack and play kits. The hours are Monday through Friday from 7:30 a.m. to 4:30 p.m. and the telephone number is (785) 239-9435, DSN 312-856-9435.

Critical Installation Information

- The main entrance to Fort Riley is off of I-70, exit 301. However, due to bridge construction you will need to take I-70, exit 303 to Twelfth Street .
- A soldier that has a family member with exceptional needs (medical, educational, gifted, etc.) needs to contact Fort Riley's Army Community Service at (785) 239-9435 and speak with the Exceptional Family Member Coordinator (prior to departure if possible). Personal weapons are not authorized on this installation without prior registration.
- All in-processing soldiers must sign in at the 1st Replacement Company (except for the following units: MEDDAC, DENTAC, CID, 3d/75th Brigade and mobilized reservists).
- 1st Replacement Company is on Main Post and is staffed 24 hours a day, 7 days a week, including holidays.
- ID Card Center/DEERS is located in Building 212.
- Phone cell usage is not authorized while operating a motor vehicle on this installation.

Sponsorship

Settling into your new location and your new unit takes time. [Plan My Move](#) is designed to assist you with information about your new location. Complimenting Plan My Move each of the military Services has a Sponsorship Program which is very helpful in providing new unit information. Sponsors can make your transition smoother. The purpose of the Sponsorship program is to:

- Provide a sense of belonging
- Ease the transition for inbound service members or civilians and their family members
- Increase productivity
- Reduce culture shock
- Help newcomers make informed decisions
- Cultivate new friendships
- Improve morale

A sponsor is someone from your new unit who is assigned to assist you settling into your new location. You can request a sponsor through your unit, or with help from the Relocation Assistance Program or the Family Center at your new installation.

Your Service will appoint your sponsor in writing. He/she will be the same or close to your rank and the same marital status, if at all possible. This person will be knowledgeable about the local community and the installation; available to assist you and your family for at least two weeks post arrival, and be someone who is positive and outgoing.

A sponsor's duties include:

- Contacting you and your family by letter of introduction or e-mail upon learning of your assignment to the installation.
- Following up with a personal phone call after contact has been made.
- Sending information about the installation/area which you may require, or putting you in touch with the resources on the web and at the installation that provide current, complete and up-to-date information such as those provide by the Relocation Program.
- Answering any questions which you or your family may have, or, again, providing the proper resources to answer those questions.
- Confirm transportation and lodging arrangements.
- Assisting with obtaining a Post Office Box for your mail.
- Meeting you and your family upon arrival.
- Accompanying you to your check in point for the unit.
- Introducing you to the Family Center and lending closet
- Providing essential service locations such as commissary, exchange, gas station, bank.
- Being available when you arrive at your installation to meet you, show you around, and help you through in-processing.

If you have not been assigned a sponsor, or have not been contacted as of yet, request one by contacting your gaining command or unit. If after contacting your new command you find difficulties in obtaining a sponsor, contact your Relocation Assistance Personnel for additional help with your move.

Service specific processes for requesting a Sponsor include:

- **Army and Defense Logistics Agency:** AR 600-8-8 outlines procedures for DA Form 5434, Sponsorship Program Counseling and Information Sheet. Sponsorship is mandatory for first term Soldiers. All Soldiers, private through colonel (excluding those completing advanced individual training (AIT) and those PCSing to long term schools) and civilian employees through grade 15 may participate in the advance arrival sponsorship program. Reactionary Sponsorship is available for individuals arriving at an installation without a sponsor. Contact the gaining unit to request a sponsor.

- **Air Force:** Gaining Unit Commander Support Staff/Military Personnel Element will assign a sponsor upon receipt of assignment notice. Assigned sponsor will then make contact with the inbound member.
- **Navy:** OPNAV INSTRUCTION 1740.3B prescribes procedures regarding Command Sponsor and Indoctrination Programs. This Program is designed to facilitate the adaptation of Sailors and their families into new working and living environments, to minimize the anxiety associated with a Permanent Change of Station (PCS) move, and afford Sailors and their families the greatest opportunity for a successful and productive tour of duty.

Command sponsor and indoctrination responsibilities begin upon receipt of PCS orders and continue until the Sailor has become an integral part of the new command and is fully cognizant of all policies, programs, services, and responsibilities available through the command. Commanding Officers shall establish a Command Indoctrination Program to include the delivery of the Navy Pride and Professionalism training per this instruction. COs should ensure all incoming personnel receive command indoctrination training within 30 days of arrival or within 3 drill weekends.

Enclosures (1) and (2) of OPNAVINST 1740.3B outline responsibilities and provide guidance for these programs. Assistance to local commands regarding the Command Sponsor Program is through the Fleet and Family Support Center (FFSC) Relocation Assistance Program staff.

- **Marine Corps:** Gaining Unit Commander will assign a sponsor on request. Overseas commands should assign a sponsor automatically, however if one is not assigned, send a request to the gaining command. A sample request form is available on our website that can be filled out and sent to the gaining command. See the following [website](#).

Sponsors' responsibilities and abilities to be available will vary from installation to installation, depending upon the priority which the installation and unit commanders give to the program; however, the Services are making the Sponsorship program a priority as research has shown the many benefits of good sponsorship to service, family members and youth.

Youth Sponsorship

The Youth Sponsorship Program depends on the availability of youth who volunteer to become sponsors. The Youth Services topic should explain the Youth Sponsorship program at your new installation, but if it does not answer all of your questions, contact your Relocation Manager to inquire about the program and acquiring a youth sponsor.

Directions to Installation

Directions to Fort Riley

Traveling by Plane and Shuttle

If you are arriving **by air** you need to book through to Manhattan, KS or Kansas City, MO. You will need to make arrangements to use one of two ground shuttle services from KCI; whose toll free numbers are: 1-800-826-8294 or 1-800-747-2524. Fort Riley is located north of Interstate 70, at exit 301, 125 miles west of Kansas City, Kansas.

Directions from Kansas City International Airport (KCI)

After you exit the airport area, locate the sign showing 435 South. Travel on 435 South until you see the exit for I-70 west, which will take you onto the Turnpike (the Turnpike does have a small fee). Stay on the Turnpike until you get to the Topeka Exit (there are only two and it does not matter which one you take). Look for signs showing I-70 west (some city names that will be mentioned: Manhattan, Salina and Denver) and stay on the Interstate until you find exit 301. (Towns you will pass and/or just pass their exit signs while on the **Turnpike**: Bonner Springs, Lawrence; **Interstate**: Paxico, Wamego, Manhattan, Ogden.)

Arriving from the East of Fort Riley

If you travel by vehicle, please note that Kansas City is a 3-hour drive and Topeka is an hour away. Main roadways to travel on: **Turnpike** from Kansas City (there is a small fee for using the Turnpike) and **Interstate** (I-70) from Topeka. For direction that is more specific, refer to the paragraph above.

From Salina , One Hour West

Take I-70 East until you reach exit 301. (Towns you will pass by while on the **Interstate** are Solomon, Abilene, Enterprise, Chapman and Junction City.)

From Wichita 2 hours Southwest of Fort Riley

Take I-135 North out of Wichita until you reach I-70 east until you reach exit 301. (When following I-135 out of Wichita you will pass the towns of Newton and McPherson. Before you reach the I-70 east exit, you will be passing along the edge of Salina.) For more specific directions while on I-70 east refer to the paragraph above this one.

Important Note: Due to construction at exit 301, the 12th street gate is currently housing the Vehicle Registration. In addition this is the primary gate for those who are arriving with moving vans/trucks. (Subject to change without prior notification.)

Check-in Procedures

Inprocessing Procedures

All inprocessing soldiers must sign in at the Replacement Company, Building 208, Custer Avenue, Main Post. A copy of DA Form 31 (Leave), assignment orders, 201 file, health and dental records, and Military Personnel Records Jacket (MPRJ) must be in your possession. The inprocessing office is manned 24 hours a day. If you are arriving at the Manhattan Municipal Airport there is a special toll free direct-line phone for Fort Riley; it is well marked. Pick up the phone and ask for free transportation to the Replacement Company.

For additional information, requesting a leave extension, or reporting a change in your arrival date, contact Replacement at: 785-239-2119, 785-239-8302 or 785-239-8332 (DSN 856).

Uniform Policy

The duty uniform for Fort Riley soldiers is the Battle Dress Uniform (BDU), unless otherwise specified by the appropriate commander. You can purchase patches and other items at the Military Clothing Sales Store, which has relocated in the Post Exchange complex on Custer Hill. Nametags can be ordered through the Post Exchange (PX).

Documents to Hand Carry

It is important to hand carry a copy of your medical, dental and shot records. Also birth certificates, marriage license, insurance documents, divorce decree and adoption documents if any.

Married Servicemembers

If you have gotten married right before your Permanent Change of Station (PCS) move, you MUST contact your commander and follow the procedures provided to you. You will not receive pay for travel or housing of your new spouse if proper procedures are not followed. You will need to work with your commander to get an "Amendment to Orders."

Relocation Assistance

Programs and Services

While moving is always stressful, your stress can be drastically reduced if you take full advantage of the information, education, and personal assistance provided to you by the Relocation Program. This is the place to find answers and get referral to other installation resources as well as assistance with in-transit emergencies. The most important thing you can do to ensure a smooth move is to start planning early using the many Relocation Assistance program services and tools available.

Individual PCS Planning -- Most relocation programs offer one-on-one consultation for anyone needing assistance. In particular those making their first military move, first overseas move, or those with challenging and complex situations such as special needs family members or financial problems should call the Relocation Program for an appointment.

Military Installations and Plan My Move -- For managing and planning your move, use these two DoD sponsored web-based relocation tools with information on over 250 installations worldwide. You can estimate expenses, find the forms necessary for housing and household goods, keep a calendar of events and take other necessary actions to ensure a successful move.

Loan Closet -- Basic household goods items are available to borrow while waiting for your personal property pre-departure or upon arrival. The typical items in stock include: pots and pans, dishes, silverware, irons, ironing boards, portal-cribs, high chairs, and infant/toddler car seats. Generally, towels and bed linens are not available, so these should be packed in your hold baggage.

Workshops and Briefings -- The classes offered vary from installation to installation but you can generally find classes on buying, selling and renting smart, budgeting and finance, moving with children, general moving preparation and many other moving related topics.

Pre-departure Briefings -- Sometimes called Smooth Move or PCS Briefings, you and your spouse will want to attend for sure. These briefings provide essential information that can prevent you from making uninformed and costly decisions before your move.

Settling-in Services -- These may include welcome wagon services, local area tours with childcare often provided, or basic household items to use until your goods arrive. Overseas arrival services may include introductory language classes and cultural awareness training.

Deployment Support -- The Family Center assists unit family readiness groups and Ombudsman programs during the entire deployment cycle. Support includes services for special needs, classes on deployment preparation, managing finances, helping children adjust, family separation, return and reunion, and information on resources available locally and on-line.

Foreign Born Spouse Support -- Whether your question concerns immigration and naturalization, learning the English language or how to take local transportation, the Relocation Program provides assistance, classes and referrals.

Emergency Assistance -- From time-to-time emergencies occur while moving, the Relocation Program office has the resources to provide emergency financial assistance and referrals.

Transition Assistance -- This is a mandatory program available to assist personnel and family members when they separate from the military. The Relocation Assistance office will establish your individual transition plan and refer you to all the installation and community resources necessary to complete a successful transition.

Installation Specific Information

The Army Community Service (ACS) Relocation Readiness Program (RRP) office Newcomer's Orientations provide a great way for military spouses to learn about our Fort Riley community. Reservations may be made through ACS and childcare is provided. Pre-registration for childcare is a must. Just let us know how many children and their ages when you call to register. Please note that space is limited, so call early to register. When you bring your children you will also

need a copy of their immunization records for the free childcare. The program is held twice a month on the 2nd and 4th Fridays from 8:30-12 noon. The bus tour is part of the orientation. So come and have some fun as you learn about your new duty station here at Fort Riley, Kansas. (Please feel free to contact us if you have any questions.)

After settling in, join a Roadside Assistance Club for emergencies and if possible carry a mobile phone. Make certain everyone has had a filling meal before departure and prepare snacks and drinks for the trip. Do not forget to pack a flashlight, blanket, first aid kit, umbrella, jug of water and jumper cables into your vehicle where they can be accessed easily.

Many Newcomers look for locations on post where they can access the Internet for e-mail and to locate services on the installation and in the local area. The current Internet locations on the Installation are the Library, Education Centers, Arts and Crafts, and Popeye's.

Emergency Assistance

Planning for Emergencies

Important Documents/Hand Carry

No matter how well you've planned, emergencies do happen. What should you do in case of an emergency while you are traveling? First of all make sure you have all your important papers with you; not packed with your household goods.

American Red Cross/Army Emergency Relief(AER)

The American Red Cross is readily available whether it be for emergency financial assistance through Army Emergency Relief, to verify a family medical emergency, or deliver a birth notification . Contact the 1-877-272-7337 24 hour emergency phone for the Armed Forces Emergency line.

For In Transit Emergencies Contacts

Emergency Operation Center, Replacement Company, U.S. Army, Garrison:

On Duty NCO (Replacement Company), Building 208, Main Post, 785-239-2119 or 785-239-8302.

On Duty Officer/NCO (Emergency Operation Center), Building 500, Main Post, 785-239-2222. Please refer to the Record Listing for additional information.

Motor Vehicles

Registration & Licensing Requirements

Kansas State law requires you to have sufficient liability insurance and a valid driver's license in order to operate a vehicle. The term "vehicle" generally includes automobiles, motorcycles, vans, trailers and boats regularly parked or garaged overnight. Further, your vehicle must be properly registered. Even though you are in the Military, you may be required to register your vehicle in-state and obtain an in-state license within a few months of moving. Access complete information on insurance, driver's licensing, and where and how to register your vehicle by visiting the [State Department of Motor Vehicles](#) website.

State Laws

You and your passengers must always wear seatbelts while driving, you will be ticketed and issued heavy fines if seatbelts are not secured. State law requires that all children under 7 years of age, 80 pounds and 57" in height be properly restrained in child seats. Some states also require younger, smaller children to sit in the back seat.

Motorcycles and their operators are subject to special laws. If you own and operate a motorcycle, you must comply with those laws. Visit the State Department of Motor Vehicles website for more information.

Many States and local jurisdictions have strict laws about the use of cell phones and other digital devices while driving. Research these laws on the State Department of Motor Vehicles website. Tickets will be issued and fines assessed for violating these laws. Play it safe and always use a "hands free" device if you must use a cell phone or other PDA while driving. Hands-free devices must be used while operating a motor vehicle on ALL military installations worldwide.

Registering Vehicles on Base

Vehicle Registration on base is mandatory. The registration office is located on Marshall Airfield, Henry Gate, Building 885, Henry Avenue (off I-70 Exit 301). Required documents to register a vehicle are:

- Your Valid Military/Civilian ID Card
- Proof of Vehicle Insurance
- Current/Valid Driver's License
- Current/Valid Vehicle Registration

The office is open 24 hours a day, 7 days a week. Call (785) 239-3245 for more information. Currently, there is no cost for registration.

Valid ID -- You must make sure that you have a valid Military or Civilian ID card. Soldiers/Civilians with non-ID card family members, the current policy is "that as long as the ID card holder is with the family member, there is no problem to gain access to the Installation." The soldier/civilian can vouch for the other person(s) in the vehicle. However, this policy changes frequently. The Fort Riley Operations Center (FROC) makes the call as they change the orders for force protection. You can reach the FROC at (785) 239-2222. Just ask to speak with the person in charge of the Guard Force for current information.

Base Regulations

Child Restraints -- The Child Passenger Safety Act (KSA 8-1344) is a primary law and you can be stopped solely for this violation. Children under the age of four must be in a federally approved child safety seat. Children four, but under 14 must be protected by a safety belt. This applies to vehicles designed for carrying 10 or fewer passengers. Convictions carry \$20 fine plus court costs. Persons under the age of 14 are prohibited from riding in any portion of the vehicle not intended for passengers; this includes riding in the back of pickup trucks. The fine is \$20 plus court costs and is a traffic infraction.

Seat Belts -- Kansas requires that all vehicle occupants wear seat belts while driving both on and off post. This includes the driver and passengers of all military vehicles, as well as privately owned vehicles. The Safety Belt Use Act (KSA 8-2501): Drivers are cited for this violation only in combination with a separate moving violation. The fine for violation is

\$10 including court costs (cost subject to change without notification). This applies to vehicles designed for carrying 10 or fewer passengers. This includes pickup trucks registered for 12,000 pounds and farm trucks registered for 16,000 pounds. Additional information can be received from the Kansas Safety Belt Education Office, which is a program of the Kansas Department of Transportation. 1-800-416-2522

Vehicle Checks -- Field sobriety tests and vehicle safety checks are randomly administered during the year.

Accidents -- All traffic accidents occurring on Fort Riley are subject to the Kansas state laws and are processed in accordance with Kansas's statutes. All vehicle owners must carry proof of liability insurance in their vehicles at all times.

Criminal Offenses -- Military personnel are subject to the UCMJ. Family members are subject to the Kansas statutes.

Loan Closet

Items Available

ITEMS	ITEMS
Plates	Spatulas (turner)
Bowls	Baking dishes
Coffee cups	Casserole dishes
Drinking glasses	Vegetable peelers
3-PC Flatware sets	Cots, Coleman
Pitchers	Laundry baskets
7-PC Cookware sets	Chairs, folding
Can openers	Tables, folding
Colanders/strainers	Car seats, Infant
Cooking spoons	Car seats, Toddler
Knives	Car seats, Booster
Measuring cup(s)	Cribs
Measuring spoons	High chairs, booster
Mixing bowl sets	Play pens

Please note: We do not provide bed linens.

How to Borrow

Our Relocation Readiness Program operates the Loan Closet and offers assistance with Permanent Change of Station (PCS) moves including computerized information on installations worldwide. Our program includes waiting family services and conducting sponsor training, newcomer briefings and family readiness briefings. Items are available for 30 days from the Loan Closet.

Housing - Overview

Government Quarters

Availability of government quarters will vary depending on which waiting list you are on. In most cases newly arrived personnel must reside off post until quarters become available. All quarters are equipped with a range and a refrigerator. Each unit is equipped with central heating and air conditioning. Housing will be modified as needed to accommodate the accessibility needs of exceptional family members.

Availability--Although Fort Riley has over 3,000 sets of Family Quarters that accommodate approximately 53% of eligible families there is little chance that quarters will be available immediately. Therefore, temporary lodging should be secured in advance prior to arriving with your family. Lodging is not given automatically and you must be prepared to pay for temporary lodging while you secure more permanent living quarters on or off post.

Area--Fort Riley is located in a fairly rural area and the towns nearby are not large. Housing is available in the community; however, choice of housing types may be limited.

Non-government Housing

Housing Referral Office---The HRO is your contact for any problems you may encounter such as discrimination complaints, tenant/landlord disputes, or any questions or problems about off-post housing is the HRO. The HRO will provide you a list of rentals with corresponding locator maps and give you information regarding the communities in which the rentals are located. All renters should carry renters insurance against fire, theft and other damages. The property owner's insurance will cover the property but not the renters personal property.

DoD Automated Housing Referral Network (AHRN)--Visit AHRN.com or ask at your local housing office to learn about this DoD program that is currently available for most installations. The program allows military members and families to:

- Search listings and pictures of available rentals near military installations
- Find out about shared rentals
- List their own properties for rent to other military families
- List their homes for sale by owner (FSBO) to other military members
- Contact installation housing offices

AHRN is not currently available at all installations but the phased program is adding new installations every month. Check the AHRN [website](#) to see if your next assignment is an AHRN base and check out other features to assist you in your home search.

Single Service Member Housing

Single E6 and below are required to reside in the barracks, unless barracks space is not available. A service member married to another service member who is stationed elsewhere and who is entitled BAH at the without dependant rate will also be required to reside in the barracks.

Recreational and Utility Vehicle Storage

Boats and recreational vehicles (RVs) can be parked in your housing area ONLY if placed in your garage. These vehicles are not authorized to be stored in any other locations within the housing areas. Housing inspectors and Community Life Sponsor Units issue tickets to residents found to be in violation of this policy. The policy can be found in your Housing Resident Policy Handbook that you will receive when you sign for quarters.

If you live on or off Fort Riley and have boats and/or RVs, you have the option of moving your property to storage facilities off the installation. Fort Riley housing residents may use the RV lot located on Camp Forsyth east of the Commissary. Storage at the Camp Forsyth RV lot is free. Items allowed in the RV lot include boats, motor homes, campers, fifth wheels, utility trailers and horse trailers. Items NOT allowed are: motorcycles and automobiles.

Anyone wishing to obtain storage space in this lot will have to stop at the Self Help Store to register at Building 289 located on Cameron Avenue. Please note that the lot is routinely full. If this is the case when you register, your name will then be placed on a waiting list. Once your name comes up for an open slot, you will then be contacted for a slot

free of charge. Until that time, you will need to seek space in the public sector. Requirement: When clearing post housing you will then need to clear your lot at the same time.

Housing - Temporary

Temporary Lodging Facility

Priority for utilizing Army Lodging facilities is to Temporary Duty (TDY) and Permanent Change of Station (PCS) travelers, other guests (active duty, family members of active duty, retired and DOD civilians) are lodged, when space is available. Costs for lodging varies.

Reservations

Advanced Reservations are essential prior to your arrival. Make sure you know exact dates reservations are needed and keep the confirmation number. Reservations can be made for up to 30 days for soldiers PCSing to Fort Riley. All DoD employees with orders can make a reservation. All others can stay on a space-available basis. Reservations are held until 1800 hours unless guaranteed with a credit card. Those without reservations may be housed when space is available.

Check In/Check Out

Check in is after 1500 hours and the Checkout time is 1100 hours. Payment of fees must be made in advance. VISA, MasterCard, American Express and Discover are accepted.

Availability

Registrations are handled at Carr Hall; in person, by phone or email. If you do not have advance reservations and there are no vacancies when you arrive you will need to ask for a letter of "non-availability" and stay in a motel/hotel in the local area. A listing of local motels/hotels is available for your convenience. Free telephone service is available to aid in making temporary housing arrangements.

Pets

We have a pet facility with 12 suites in family units (PCS) located behind the hospital. A listing of local kennels is available at the front desk, Carr Hall.

Temporary Lodging Allowance

Temporary lodging allowance (TLA) is not authorized at CONUS stations.

Temporary Lodging Entitlement

Temporary lodging entitlement's maximum length of stay for TDY travelers are authorized to the entire length of their training, PCS incoming can stay up to 30 days, PCS outprocessing normally stay up to 10 days. Government only reimburses 10 days on PCS. When space is available PCS guests may stay longer if they request an extension. Contact your Finance Office for details.

Housing - Government

Military Housing

Application -- Soldiers assigned to Ft Riley must in-process through housing. Soldiers must apply for quarters within 30 days of signing in to Fort Riley in order to qualify for a backdated effective date of the detachment date from your previous duty station.

Availability -- Availability of quarters vary; depending on the waiting list for which you are eligible. In most cases, you will need to reside off post until quarters become available. All quarters are equipped with a range and a refrigerator. Each unit is equipped with central heating and air conditioning.

If you have an Exceptional Family Member that needs handicap accessibility, housing will be modified as needed to accommodate that family member's needs.

Although Fort Riley has over 3,000 sets of Family Quarters that accommodate approximately 53% of eligible families, you will not necessarily receive quarters right away. Therefore, temporary lodging should be secured in advance prior to arriving with your family. Lodging is not given automatically and you must be prepared to pay for temporary lodging while you secure more permanent living quarters on or off post.

Household Goods - Overview

Arranging Household Goods Shipments

As soon as you are alerted to your upcoming PCS move, you can start getting your house and family ready. Clean up and get rid of junk. Hold a yard sale or take serviceable items you no longer need to a thrift shop or donate to charity. Get important family records together in one place. You can even estimate the weight of your household goods before you visit your transportation office to set up the move. If you are going overseas, you should begin to plan what items you will take in your hold baggage, in your household goods shipment and what might need to go into storage. Remember for overseas assignments electricity is different and houses are generally much smaller and cannot handle large furniture.

Set up an appointment with your transportation office as soon as you have a copy of your PCS orders. The earlier you call or visit your transportation office, the greater your chances of moving on the date you desire. The counselors will explain all your PCS move entitlements in detail. Your first decision is whether to have the government move you or whether to move yourself. There are pros and cons to each type of move. Your counselor will answer all of your questions. If you choose a government move, they will book your shipment and let you know the exact dates the movers will come. If you choose to move yourself, the counselor can assist with recommendations and tips on how to do a personal move.

Automobile

The government may ship one Privately Owned Vehicle (POV) at their expense to your new overseas location. This is handled through your transportation office. Remember to discuss your POV needs at your initial counseling session. The shipping contractor has established a [website](#) where you can track the location of your POV through the shipping process.

Shipping Pets

Planning for shipment of your pet includes researching airline requirements and quarantine and restriction laws in your new location. You will need to ask the airlines the requirements for size, weight, number of animals, kennel construction, documentation and season of the year limitations. Occasionally, small pets can be shipped on military flights but availability and regulations are always changing as well as fees. Checking the [SDDC website](#) will provide details on shipping pets.

Many international locations have strict importation laws including extended quarantines and restrictions on breeds or types of animals that can be brought into the country. Carefully research these rules as they could impact your moving schedule. Not only do overseas locations have strict rules but many locations have restrictions on dangerous dogs as well.

Delivery of Household Goods Shipments

It is your responsibility to contact the transportation office as soon as you arrive at your new duty station. Let them know how you can be contacted, phone, mobile phone and e-mail. If you already have new quarters, they will help arrange delivery of your personal property shipments. Otherwise they will arrange for temporary storage until you have permanent housing.

Customer Satisfaction Survey

Once your personal property is delivered, you'll be asked to [rate the customer service](#) you received from the movers. Make sure you take the time to do this. Your feedback will make the process better for everyone.

Claims

If you have any loss or damage to your personal property you may need to file a claim. Use the front of [DD Form 1840/1840R](#) to notify the mover of any loss or damage you find at the time of delivery. If further loss or damage is discovered after the transportation provider departs, use the reverse side of the form, DD Form 1840R. You must **file DD Form 1840/1840R within 70 days of delivery**. Completing and submitting the DD Form 1840/1840R does not constitute filing a claim. A claim is separate and distinct from these forms. Your local personal property office and claims office will give you complete instructions on where and how to file DD Form 1840/1840R and your claim.

Household Goods - Shipping Pets

Boarding

There are many animals (dogs, reptiles, etc.) that can not reside in housing or in the local community. Before you move with your pet, make sure that the animal can live in government quarters or in the local community.

Remember, it is a good idea to make advanced reservations for pet boarding as soon as you know your arrival date. At present, horses are the only animals that must be quarantine on the installation. Check the local yellow pages for a listing of kennels in the area.

Pet Travel

Once you have decided that an animal is going to be your traveling companion, plan for your pet's trip in the same way you plan your own, well in advance. Check with your local veterinarian for up-to-date information and helpful hints. Arrange to hand carry any veterinarian records and vaccination records with you.

If you are traveling by air with a pet, consult the airline, a military veterinarian or your Army Community Service Relocation Assistance program for rules and helpful hints. Be aware that the Army does not pay to have your pets transported. Even though they are an important part of your family, they are not listed on your orders and the Army does not "sponsor" their travel. If you plan to travel by car consider the following:

1. Introduce your pet to rides and carriers prior to leaving
2. Take pet's food/water, blanket and toy (cats need liter box, dogs need frequent stops)
3. Avoid leaving the pet loose in the car
4. Check pet frequently to see if it is hungry, thirsty or tired
5. Plan frequent stops at safe locations away from busy traffic areas; if possible

Never leave your pet alone in the car, because:

1. It is against the law in some states
2. Summer: a few minutes in shade can exceed 120 degrees
3. Winter: in a few minutes cars become freezers

When traveling, housing is an issue that needs to be looked into for your pet. When you make your reservations for temporary housing at Fort Riley, ask about the Guest Housing pet facilities; at present the facility is being renovated, but may be completed by your arrival date.

1. Staying in a hotel, motel or inn: Call in advance to see if pets are welcomed.
2. Contact the boarding facility at your destination point, make reservations in advance.

Education - General Overview

Public School

Geary County Unified School District (USD) 475 operates the schools in Junction City, Fort Riley, Milford and Grandview Plaza. More than 47.56 percent of the students are representative of minority populations and approximately 50 percent have a parent or guardian on active duty with the U.S. Army at Fort Riley, Kansas.

Enrollment: 6,354

Accreditation

All schools in Geary USD 475 are accredited by the State of Kansas.

Number of Schools

Thirteen elementary schools Gr. K-5; Two middle schools Gr. 6-8; One high school, Grades 9-12.

Bus Service

Transportation at no cost is provided for high school students living on Fort Riley; middle school students living on Main Post, Camp Forsyth and Marshall Field. During the winter months, transportation is provided by a military contract for some students living on Custer Hill. Special education students are provided transportation as required by the students IEP. Private busing service is also available for a fee.

Meals

All schools provide a breakfast and lunch program.

After School Programs

All schools in USD 475 provide after school academic and activity programs. An annual fee is required.

Exceptional/Special Needs Children Programs

Special education services are provided at no cost for children with identified special needs in accordance with the Individual Disabilities Education Act.

Alternative Education Programs

USD 475 is committed to meeting the needs of all students. A variety of alternative education programs are provided as individual needs occur.

Summer School

Elementary and Middle Remedial Classes in reading and math; A fee is applicable.
 Elementary Library program; Fee: Free Junction City High Remedial Courses in English, math, science and social sciences; Fee: varies each year.

Helpful Extra

Many Fort Riley Soldiers with Families frequently live off post. The surrounding counties have many soldiers and families, but few know the name of towns and the counties that list on web pages what the schools are. Below are tables listing the COUNTY and what school is in each. Keep in mind that many towns have only elementary schools, so middle school and high school students are bused to another location.

Geary County

Unified School District	School	Location of School	Locations Served
USD 475 Geary County Schools	Custer Hill Elementary	Fort Riley	Fort Riley

Unified School District	School	Location of School	Locations Served
USD 475 Geary County Schools	Eisenhower Elementary	Junction City	Junction City
USD 475 Geary County Schools	Fort Riley Elementary	Fort Riley	Fort Riley
USD 475 Geary County Schools	Fort Riley Middle School	Fort Riley	Fort Riley
USD 475 Geary County Schools	Franklin Elementary	Junction City	Junction City
USD 475 Geary County Schools	Grandview Elementary	Grandview Plaza	Grandview Plaza
USD 475 Geary County Schools	Jefferson Elementary	Junction City	Junction City
USD 475 Geary County Schools	Junction City Middle School	Junction City	Junction City, Grandview & Milford
USD 475 Geary County Schools	Junction City Sr High School	Junction City	Junction City, Fort Riley, Grandview & Milford
USD 475 Geary County Schools	Lincoln Elementary	Junction City	Junction City
USD 475 Geary County Schools	Milford Elementary	Milford	Milford
USD 475 Geary County Schools	Morris Hill Elementary	Fort Riley	Fort Riley
USD 475 Geary County Schools	Sheridan Elementary	Junction City	Junction City
USD 475 Geary County Schools	Ware Elementary	Fort Riley	Fort Riley & Junction City
USD 475 Geary County Schools	Washington Elementary	Junction City	Junction City
USD 475 Geary County Schools	Westwood Elementary	Junction City	Junction City

Riley County

Unified School District	School	Location of School	Locations Served
USD 378 Riley County	Riley County Grade School	Riley	Riley
USD 378 Riley County	Riley County High School	Riley	Riley
USD 383 Manhattan-Ogden	Amanda Arnold Elementary	Manhattan	Manhattan
USD 383 Manhattan-Ogden	Dwight D Eisenhower Middle School	Manhattan	Manhattan & Ogden
USD 383 Manhattan-Ogden	Frank V Bergman Elementary	Manhattan	Manhattan
USD 383 Manhattan-Ogden	Lee Elementary	Manhattan	Manhattan
USD 383 Manhattan-Ogden	Manhattan High School West/East Campus	Manhattan	Manhattan & Ogden
	Marlatt Elementary	Manhattan	Manhattan

Unified School District	School	Location of School	Locations Served
USD 383 Manhattan-Ogden			
USD 383 Manhattan-Ogden	Northview Elementary	Manhattan	Manhattan
USD 383 Manhattan-Ogden	Ogden Elementary	Manhattan	Manhattan
USD 383 Manhattan-Ogden	Susan B Anthony Middle School	Manhattan	Manhattan
USD 383 Manhattan-Ogden	Theo Roosevelt Elementary	Manhattan	Manhattan
USD 383 Manhattan-Ogden	Woodrow Wilson Elementary	Manhattan	Manhattan
USD 384 Blue Valley	Blue Valley High	Blue Valley	Blue Valley, Olsburg, Randolph
USD 384 Blue Valley	Olsburg Elementary	Olsburg	Blue Valley, Olsburg, Randolph
USD 384 Blue Valley	Randolph Middle	Randolph	Blue Valley, Olsburg, Randolph

Dickinson County

Unified School District	School	Location of School	Locations Served
USD 393 Solomon	Solomon Elementary	Solomon	Solomon
USD 393 Solomon	Solomon Middle & High School	Solomon	Solomon
USD 435 Abilene	Abilene High School	Abilene	Abilene & Talmage
USD 435 Abilene	Abilene Middle School	Abilene	Abilene & Talmage
USD 435 Abilene	Garfield Elementary	Abilene	Abilene & Talmage
USD 435 Abilene	Kennedy Elementary	Abilene	Abilene & Talmage
USD 435 Abilene	McKinley Elementary	Abilene	Abilene & Talmage
USD 473 Chapman	Blue Ridge Elementary	Rural Dickinson County	Chapman, Upland, Industry, Manchester, Rural Junction City
USD 473 Chapman	Chapman Elementary	Chapman	Chapman, Woodbine, Rural Junction City
USD 473 Chapman	Chapman High School	Chapman	ALL USD 473 Chapman Students
USD 473 Chapman	Chapman Middle School	Chapman	ALL 473 Chapman Students
USD 473 Chapman	Enterprise Elementary	Enterprise	Enterprise & Detroit
USD 473 Chapman	Rural Center Elementary	Rural Dickinson County	Rural Abilene & Navarre
USD 481 Rural Vista	Hope Elementary	Hope	Hope & Rural Dickinson County
USD 481 Rural Vista	Hope Middle & High School	Hope	Hope & Rural Dickinson County
USD 487 Herington	Herington Elementary	Herington	Herington & Rural Dickinson County
USD 487 Herington	Herington High	Herington	Herington & Rural Dickinson County
USD 487 Herington	Herington Middle School	Herington	Herington & Rural Dickinson County

Clay County

Unified School District	School	Location of School	Locations Served
USD 379 Clay Center	Clay Center Community High	Clay Center	Clay Center, Longford, Morganville
USD 379 Clay Center	Clay Center Community Middle	Clay Center	Clay Center, Longford, Morganville
USD 379 Clay Center	Garfield Elementary	Clay Center	Clay Center
USD 379 Clay Center	Lincoln Elementary	Clay Center	Clay Center
USD 379 Clay Center	Longford Elementary	Longford	Longford
USD 379 Clay Center	Morganville Elementary	Morganville	Morganville
USD 379 Clay Center	Wakefield Elementary	Wakefield	Wakefield
USD 379 Clay Center	Wakefield Middle & High School	Wakefield	Wakefield

Morris County

Unified School District	School	Location of School	Locations Served
USD 417 Morris County	Council Grove Elementary	Council Grove	Council Grove, Parkerville, Wilsey
USD 417 Morris County	Council Grove High	Council Grove	Council Grove, Parkerville, Wilsey
USD 417 Morris County	Prairie Heights Elementary	Council Grove	Council Grove, Parkerville, Wilsey
USD 417 Morris County	Prairie Heights Middle School	Council Grove	Council Grove, Parkerville, Wilsey
USD 481 Rural Vista	White City Elementary	White City	White City, Dwight
USD 481 Rural Vista	White City Middle & High Schools	White City	White City, Dwight

Pottawatomie County

Unified School District	School	Location of School	Locations Served
USD 320 Wamego	Central Elementary	Wamego	Wamego, Belvue, Louissville
USD 320 Wamego	Wamego High	Wamego	Wamego, Belvue, Louissville
USD 320 Wamego	Wamego Middle School	Wamego	Wamego, Belvue, Louissville
USD 320 Wamego	West Elementary	Wamego	Wamego, Belvue, Louissville
USD 321 Kaw Valley	Emmett Elementary	St Marys, Paxico	St Marys, Paxico
USD 321 Kaw Valley	St Marys Elementary	St Marys, Paxico	St Marys, Paxico
USD 321 Kaw Valley	St Marys High	St Marys, Paxico	St Marys, Paxico
USD 322 Onaga-Havensville-Wheaton	Onaga Elementary	Onaga	Onaga
USD 322 Onaga-Havensville-Wheaton	Onaga Senior Middle and High School	Onaga	Onago
USD 323 Rock Creek	Rock Creek Jr/Sr High School	Rock Creek	Rock Creek, St George, Westmoreland
USD 323 Rock Creek	St George Elementary	St George	Rock Creek, St George
USD 323 Rock Creek	Westmoreland Elementary	Westmoreland	Westmroeland

Wabaunsee County

Unified School District	School	Location of School	Locations Served
USD 329 Mill Creek Valley	Alma Grade School	Alma	Alma, Mill Creek
USD 329 Mill Creek Valley	Maple Hill Elementary	Maple Hill	Maple Hill
USD 329 Mill Creek Valley	Mill Creek Valley Junior High	Mill Creek	Mill Creek
USD 329 Mill Creek Valley	Mill Creek Valley Middle School	Mill Creek	Mill Creek
USD 329 Mill Creek Valley	Wabaunsee Sr High	Rural Wabaunsee	Alma, Maple Hill, Mill Creek

Unified School District	School	Location of School	Locations Served
USD 330 Mission Valley	Mission Valley Elementary & Jr High	Mission Valley	Mission Valley
USD 330 Mission Valley	Mission Valley High	Mission Valley	Mission Valley

Education - Training (College/Technical)

Continuing Education

Military Schools offers a wide variety of courses designed for MOS improvement as well as end-user computer training. Soldiers enroll in these courses through their unit training staff. The Military Schools courses carry college credit also. The Basic Skills Education Program (BSEP) is training provided to improve proficiency in reading, math, and language and to improve GT scores. Soldiers may be enrolled in unit GT improvement classes or in the Basic Skills Lab that is located in Building 8044.

The Testing Center offers college admissions tests, aptitude tests, tests for college credit, certification tests and interest inventories. Most tests are free to soldiers and scheduled through Army Education Center counselors. Army Personnel Testing including the Armed Forces Classification Test, the Defense Language Proficiency Test, and the Defense Language Aptitude Battery are also offered by the Testing Center.

Leadership Skills Enhancement Courses (LSEC) are leadership classes offered on post during the duty day. These courses are offered at no cost to family members and DOD civilians, and are the classes required for most first and second year college students, e.g., English Composition I, Speech, College Algebra, etc. Books are also provided for use during the class at no charge to the student. Family members may also enroll in English as a Second Language and the Headstart language program offered by the Army Education Center.

The Academic Resource Center provides Internet computer resources for email, self-study and academic research needs. Thirty workstations are available on a walk-in basis in the daytime, evenings and weekends.

College

The language lab located in Building 7604 provides self-paced instruction primarily in German and Latin American languages. Courses in Korean and Saudi Arabian are also available. The language courses help soldiers, at no cost, to prepare for transfer overseas and are worth college credit.

Leadership Skills Enhancement Courses are leadership classes offered on post. Soldiers enrolled in these courses earn college credit at the associate degree level at no cost.

College classes offered on post are open to family members and DOD civilians. GED testing for family members is not available on post, but counselors can advise and refer interested persons to a local GED testing center. High school students may enroll in community college courses offered on the installation with the approval of their high school guidance counselor.

Soldiers can utilize Tuition Assistance, VA benefits and Federal Financial Aid to pay for courses. Soldiers who are enrolled in the Montgomery GI Bill may use "Top Up" to pay for any tuition which exceeds the semester hour caps.

Contact the College Programs POC is the Army Education Counselor at 785-239-6481, 785-239-9475, or 785-239-9824 for enrollment information.

Education - Local Schools

Choosing the right school for their children is a priority for military families. This article describes excellent resources for your use in planning for your child's educational needs. Parents can find current information about public, charter and private schools by using the tools below:

1. How do I choose a good school?

[Choosing a School for Your Child](#) is a U.S. Department of Education publication that will help families identify what is important in selecting a school.

[The School Visit: What to Look For, What to Ask](#) Whether you are choosing a school for the first time, or because you are in transition, this site will provide you with information about what to do and what to ask.

2. What schools are in my area (or in the area where I may move), and how good are they?

Several high quality commercial tools are available to assist in making decisions about which school to choose for your child. Listed below are these website tools along with information on how you access the information and what type of information each site provides.

Both [Great Schools](#) and [School Matters](#) provide a wealth of information for parents:

- School contact information
- Distance from zip code (provide the installation zip code, or the zip code of the area where you will be living)
- Public, private or charter school designation
- Student/teacher ratios
- Free and reduced school lunch program (an estimate of economic disadvantage)
- Great Schools provides a rating of schools and a parent comment section
- Percentage of students meeting or exceeding the state standards in math, reading and language arts
- Teachers - average number of years teaching experience, % of first year teachers on the staff
- Students: Average percentage of students absent from school for more than 15 days
- Ethnic breakdown and percent of students with English as a second language
- School Matters provides college prep scores (PSAT, SAT, ACT test scores)-for high schools only
- Great Schools also provides parents the ability to rate the schools and make comments on the schools.

For both sites, the user must enter the State and zip code to find schools in the area.

[SchoolQuest](#) was developed by the [Military Child Education Coalition](#) to help military families select schools. SchoolQuest also offers an Online Library that provides resources for families in transition. At this time, the SchoolQuest data base covers 99 military installations. The Military Child Education Coalition also provides a [data base of information](#) on each State's educational system.

[The School Report Tool](#) is available from Military OneSource that list names and locations of public, public charter, private, virtual and home schooling choices around major installations. [Charter Schools](#) are nonsectarian public schools of choice that operate with freedom from many of the regulations that apply to traditional public schools. Use this site to find one in your area.

3. How can I help plan for a successful transition in this new school and for my child's school career?

Parents often want to know about the availability of extra curricular activities and sports, or the availability of advanced classes. For these questions, it is best to contact the schools directly. It is important to ask the right questions. The following resources can help with these questions and others.

The [Toolkit for Parents](#) was developed by the Department of Defense, especially for Military Families. This 85 page booklet walks parents through preparing for the move and the first two weeks of school....what to ask, what to take, etc..

The [Military Impacted Association](#) has [checklists](#) available for military kids who are leaving or entering a new school.

The Military Child Education Coalition has a [checklist for transferring students](#) that will be helpful. Additionally, through [SchoolQuest](#), MCEC provides parents with the ability to develop a profile for each of their children, which then will provide them with a report on issues related to transferring to a new school district.

4. Question? What happens if I need help during the school year?

During the school year, there are always questions that parents have, such as "What is the best way to help with homework?" or "What if my child needs to see a counselor because my spouse is deployed?" Military OneSource helps with these questions and has 24/7 access. You can call them at 1-800-342-9647, connect to them at the website [Military OneSource](#), or [e-mail a consultant](#).

Education - Local Schools/Overseas

Overseas Schools -- What You Should Know

Moving your family from one installation to another in the U.S. can be challenging enough; but moving your family overseas presents an even more complex situation. One of the most important challenges can be summed up by this question, "Where are my children going to go to school?"

This article will provide resources to help guide military families through the many questions and decisions regarding local schools abroad.

Where do I start?

Start with the information on your new installation. Visit [Plan My Move](#) and review the installation's Education - Overview article. All of the overseas installations have dedicated a portion of the Education Overview to discussing the education options available in the local community as well as the DoD schools located on the installation, if available. Most installations overseas that allow accompanied family travel have one or more DoD schools.

What is the difference between a DoD school and an international or national school?

[DoDEA](#) is the Department of Defense Education Activity. DoDEA operates DoD schools in 12 foreign countries, Guam and Puerto Rico. All DoDEA schools are fully accredited by U.S. accreditation agencies and maintain high academic standards with well rounded educational programs.

In addition to DoDEA, the [U.S. Department of State's Office of Overseas Schools](#) mission is to promote quality educational opportunities for dependents of American citizens overseas at the elementary and secondary level. If a DoD school is not available on your installation there may be a school in the local community that is an American-Sponsored Elementary and Secondary School.

International schools are English-language schools whereas National schools are schools where courses are taught in the native language. The curriculum and grading system of an International school tends to be similar to the traditional American education system. This is a consideration if your family will be returning to the U.S. prior to your child or children graduating high school. Remember, when choosing a school it is best to try to match the school with your child's needs and expectations.

Where can I find a list of International schools in the country where my family is moving?

The Internet can be an excellent resource for finding International Schools overseas. You can find a complete directory of overseas schools on the [International Schools Services' website](#).

In addition, the [World Wide Schools](#) website is an excellent resource. From the homepage you can select the country. Once you have done this, a list of schools will appear and you can then choose which one you are interested in researching. All of the information appearing on this website is provided by the schools directly. Some of the information you may find on a school includes: a background summary about the school, the school's address, phone number, website, and even the email address of the director of the school. This information should be explored so that you can make comparisons with other International schools in the area to determine the best place for your child/children.

How do I decide what school is best for my child?

This process is much the same as it would be in the U.S. You may not have as many choices but it is important to make a list of possible schools and then begin to ask around. This is a daunting task since it is likely that there will be a language barrier. However, talk to the Relocation Personnel in the Family Center and your sponsor at your new installation who may be able to put you in touch other families with children around the same age as your child/children. Always contact the school directly and ask for references.

Once you have narrowed down your options, interview the school or schools directly. This is best done in person, if possible. Ask about: attendance, atmosphere, curriculum; grading system, tuition, accreditations, the staff and administration; as well as other practical details such as, does the school provide meals, what types of extra curricular programs are available, is there transportation, holidays and schedule, sports programs, before and after school care programs, and how is the facility maintained.

Now that I have chosen a school, how do I successfully facilitate the transition for my child?

A successful transition should be a priority during planning the move and once the move has been completed. The more knowledge you provide your child with, the more confident he/she will feel once he/she arrives at the new school. Allow your child to be a part of the decision making process, if he/she is old enough, and take his/her opinions into account.

MilitaryStudent.org provides several valuable tools to facilitate the transition process. Although many of these tools are not geared specifically to an international move the resources provided do apply to any military student transitioning to a new school in the U.S. or overseas.

Employment - Overview

Employment Opportunities

Welcome to Fort Riley and the Junction City-Manhattan area. Fort Riley is the largest competitive employer in the area. When preparing for employment it is extremely important that you document your skills, create a good resume and rehearse for an interview.

Statistics in the local areas as of May 2005:

- The average unemployment rate in the State of Kansas is 5.0%.
- Minimum Wage is \$5.15 per hour.
- Starting salaries for clerical positions range from \$5.15 to \$7.00 per hour, depending on job experience. The average pay range is \$5.50 to \$6.00 per hour.

Good prospects include: Production, sales, welders and computer technicians. Fair prospects include: Laborers, clerical, construction workers and food service workers. Poor prospects include: Administrative and managerial. The Federal Government and Kansas State University are the primary employers in the area. Federal positions are currently affected by Commercial Activity studies mandated by Congress; therefore, employment prospects are somewhat limited.

Please remember the importance of hand carrying all your employment records and documents with you. For job-hunting purposes, you will need resumes, SF50s (Notification of Personnel Action), transcripts, certificates and licenses.

Community Resources

The Kansas Job Service Centers at Fort Riley, Junction City and Manhattan have a Career Center available. The Center houses special software for job hunting and software to help you with your interviews.

Unemployment Benefits

For collecting unemployment benefits, the Kansas Workforce Center is your contact.

Child Care

Child Development Services (CDS)

Fort Riley's Child Development Center (CDC), Family Child Care (FCC) and School Age Services (SAS) programs are DoD certified. The Child Development Center and several Family Child Care homes are nationally accredited. All programs that are offered through Child and Youth Services (CYS) are processed through Central Enrollment Registry. All patrons must be registered through CER.

Registration

Central Enrollment Registry (CER) offers you a one-stop office to register your children and youth in Child and Youth Services programs. Up-to-date immunization records, one emergency designee and your families current income statements are necessary to complete the registration process for full-day and part-day programs.

Eligibility

Active duty military personnel, DoD civilian personnel, reservist on active duty, retirees, and DoD contractors are eligible to register for the child care programs and services.

Costs

Program fees are based on DoD fee guidelines. All fees except hourly care fees are based on your total family income.

Child Development Center (CDC)

The Fort Riley Child Development Center (CDC) is nationally accredited through the National Association of Education for Young Children (NAEYC). This prestigious recognition has been achieved by only 7% of early childhood programs nationwide.

The purpose of the Fort Riley Child Development Center (CDC) is to offer high quality developmental programs for children that support mission readiness and quality of life for the Fort Riley Community. Age requirements are 6 weeks to 5 years of age. For more information about the programs offered at the CDC please call (785) 239-9935.

Special Needs

Any children with a special need will need to work with the Child Development Center (CDC) and the Exceptional Family Member Coordinator (EFMP) at Army Community Service (ACS).

Programs Offered

The CDC offers Full-day care, part-day Preschool and hourly care services.

- Full-day care is open Monday - Friday from 6:00am until 6:00pm.
- Part-day preschool is offered in the morning from 8:30am-11:30am and in the afternoon from 1:00pm-4:00pm Monday - Friday and classes are available 2,3 or 5 days a week.
- Hourly Care - The hourly care program runs from 7:30 am until 4:30 pm. The fee for hourly care for patrons in CAT I is \$2.50 per hour and \$3.50 per hour for patrons in CAT II-VI.

Family Child Care (FCC)

The Fort Riley Family Child Care (FCC) program, as outlined in Army Regulation 608-10, Child and Youth Services, provides flexible options for child care, thus making it an essential component for meeting the Army's military mission. Age requirements for the FCC program are 4 weeks to 12 years of age.

FCC homes offer high quality care provided by a military family member in both on- and off-post homes. FCC providers receive extensive training and are regularly monitored and inspected to ensure that they are maintained in a sanitary manner and are providing the healthy, wholesome environment that the Army requires for your children. The providers complete the same background check and training requirements as the staff working in other Child and Youth Services programs.

School Age Services (SAS)

The School Age Services program consists of before and after school care, full-day care on "no- school" days and summer camp for children in Kindergarten - 5th grade. Bus transportation is available to and from all five Fort Riley Elementary Schools and St. Xavier School in Junction City. The program is open from 6:00am - 6:00pm Monday - Friday and closed on Federal Holidays.

Youth Services

Youth Services

Youth Sponsorship Program

The Youth Sponsorship Program links the incoming youth with an age appropriate youth living at Fort Riley in order to make the transition here easier. They can communicate prior to arrival about schools, sports, recreational activities and what is available at Fort Riley. A teen will have a better understanding of your problems and feelings about moving to a new community. To request a Teen Sponsor, contact Youth Services at 785-239-9222.

Youth Employment

Fort Riley has limited employment opportunities targeted specifically targeted at youth. There are summer jobs available through Non-appropriate Funds (NAF), but the openings are limited and on a competitive basis.

Teen Babysitter Referral List is available through the Central Enrollment Registry (CER) Office, in building 6620. The American Red Cross Babysitter Course, Infant/Child CPR and parental permission are required to be included on the list. Training is available through the Central Enrollment Registration Office.

Teen Center

Fort Riley recently renovated the Teen Center for Middle School and High School youth only. This center provides a wide variety of activities for youth that are exciting, fun and educational. The Teen Center is located on the corner of Thomas and Long Street in the middle of the largest housing area on Fort Riley. It is only a two-block walk from the Fort Riley Middle School.

Following is a list of some of the programs and activities offered at the Fort Riley Teen Center:

- Full size gymnasium, where dances and large parties are held each month. Daily pick-up games of basketball, volleyball, scooter relays and team challenge games are offered.
- Fitness room with seven pieces of nautilus equipment, exercise bikes, a speed bag, boxing dummy, mats, medicine balls and charts showing how to work on each part of developing your body. Staff assistance is available to help with setting up a workout schedule and to discuss good nutrition and diet.
- Music studio with equipment to record your own CDs or just rap/jam with friends. A drum set and several electric guitars are available to practice your skills. A dance studio is also available for dance classes, aerobics, and small parties.
- "Power-Up" computer lab, received from the Boys and Girls Club of America, where youth can get help with their homework, research information on the Internet or just play computer games. A computer technician is available to assist with the computers and provide instructions to the youth that want to learn more about what the computers can do for them.
- Large game room with pool tables, foosball tables, air hockey, board games, and game tables. Youth can play video games and watch videotapes or TV in the TV/video room.
- After school snacks are provide from the full sized kitchen. Youth are welcome to help plan menus for snacks and parties or just help cook. Cooking classes are held and youth do all the planning, budgeting, preparing and serving of the food.
- Volunteer program, where youth can earn volunteer service hours (Junction City High School requires 35 hours of volunteer services for graduation). Some of the teens help with the large Teen Center programs, some serve on the middle School and High School councils, others answer phones, help youth sign-in and set-up/breakdown for special events.
- The Teen Center offers trips to the bowling alley, roller-skating rink, swimming pool, mall, movie theater, amusement parks and skate parks. Special guests are invited to come and show the youth how to play pool, soccer and golf. Special guests also provide educational options and life skills classes.

The Teen Center is open to middle school and high school youth from 3 - 8 pm Monday - Thursday, 3 - 11 pm Friday and 2 - 11 pm Saturday when school is in session. The center is open from 1 pm - 9 pm Monday - Thursday and 2 pm - 11 pm Friday - Saturday during the summer.

Special Middle School camps are available during winter, spring and summer breaks for a modest fee. Special activities and trips are available for youth that sign-up to participate.

Financial Assistance

Soldier Financial Preparedness for Moving

The information below, will give you a "General Idea" of the costs you might incur upon your move to Fort Riley. Please note that the prices change frequently. To assist the soldier in organizing his/her financial affairs in order to be prepared for Permanent Change of Station (PCS), Temporary Duty (TDY) the following information is offered.

- Be prepared to pay 1st month rent and deposit (not more than to one and one half months rent), after you have located housing off of post. You need to multiply at least the average cost of rent by 3 to get an idea of the amount you will need.
- Remember deposits for:
- Cable Hook-up charge vary but normally will not exceed \$80 for basic service and installation
- Phone Hook-up charge and at least basic charge \$120
- Electric/Gas deposit is averaged from previous tenant's last full year worth of monthly payments (average \$150-\$200)

- Water/sewage and trash deposit can be as much as \$100

Starting-up a household:

- Those household supplies (cleaning, laundry, odds and ends you'll need if you do not have already [minimum @\$200])
- Groceries (think of staples if you aren't bringing them with you sugar, flour, salt, butter, ketchup, pickles and so on to add with the meats, can goods and so forth [minimum @\$300])

Guest Housing:

- Always call Fort Riley Lodging for a reservation 1-800-GOARMY1 (1-800-462-7691)
- You will be allowed up to 10 days total reimbursement for being in Guest House or hotel (both at losing and gaining locations). (You must pay for your lodging and the reimbursement may take several weeks.)
- If you have to stay longer the Guest House/Lodging, think (\$28.00-\$52.00 a day) about how much extra money you will need to stay until housing is found (i.e. 5 days = \$140-\$260.00, 10 days = \$280-520.00 and so forth)

Your move here:

- **Keep all receipts:** Car Gas, Food, Lodging and so forth that you will need to provide to Finance for reimbursement of travel costs
- Plan ahead for the cost of your trip: Car Gas, Food, Lodging, if your car breaks down money for repairs and any emergency needs

Experts estimate that a PCS move will cost you 1-3 months worth of salary. Therefore, you need to start saving **now!** You should also plan for vacation expenses if you are planning a leave enroute to your next duty station.

Always, contact your Finance Office about what allowances you are eligible for, before you spend. You may be authorized Dislocation Allowance (DLA) and Travel pay, with the possibility of drawing advance DLA when family members have concurrent travel. However, if your orders state "Deferred Travel of Family Members," you must wait until the family is authorized to travel before receiving the allowance.

If you are a single soldier and are authorized to reside outside the barracks you may draw partial advancement of your DLA and Travel Pay advancement of up to 80% of your authorization, prior to your arrival at your new duty station.

Advanced Housing Allowance (AHA) may help with initial housing expenses. This allowance allows you to draw the amount of the initial rent and deposits at your new duty station (not to exceed three months BAH) This allowance is

processed in the unit and not directly with finance. This money will be paid back monthly and can be pro-rated over 12-24 months.

Advance Pay may be available to you. However, do not use this unless it is absolutely essential. This money will be paid back in 12 monthly deductions from your pay, leaving less monthly income for a full year.

Legal Assistance

Legal Services

The Office the Staff Judge Advocate provides legal assistance to authorized persons through the Legal Assistance Program. The mission of the Legal Assistance Office is to enhance the readiness of Ft. Riley units through the provision of competent and timely legal services.

Types of Services

Specific services include:

1. Notary public
2. Powers of attorney
3. Wills/trusts
4. Report of survey rebuttals
5. Evaluation report rebuttals
6. Family law, naturalization
7. Step-parent adoption
8. Consumer law
9. Bankruptcy
10. Contract review
11. Landlord/tenant
12. Service member's Civil Relief Act
13. Small claims court, taxes

Eligibility for Services

Active Duty Service members (all branches), dependents, retirees (and their dependents), reserve component service members (when in active Federal Service, DoD Civilians (in limited circumstances)

To make an appointment call Legal Services.

Deployment Support

Family Deployment Support

Fort Riley has a very detailed Family Readiness Center web site that has the information you need to help assist you with your questions and concerns prior to, during and after deployment. Visit this contact source to gain valuable information.

Health Care - Overview

Moving With TRICARE

Your [TRICARE](#) coverage is completely portable—meaning it moves with you. You're covered worldwide—both in transit to your new duty location and once you arrive—but depending on where you go you may use a different TRICARE health plan option. Additionally, you may have different steps depending on which health plan option you are using now.

When Enrolled in a TRICARE Prime Option

The TRICARE Prime options include TRICARE Prime and TRICARE Prime Remote in the United States, and TRICARE Prime Overseas and TRICARE Global Remote Overseas in regions outside of the United States. Follow these simple steps to ensure you have no break in coverage when you move.

1. Do not disenroll from your TRICARE Prime option before you move.
2. Once you arrive at your new location, update your personal information in the [Defense Enrollment Eligibility Reporting System \(DEERS\)](#) immediately.
3. Select a new primary care manager (PCM), when moving within the same region or submit a new Prime enrollment form within 30 days if you're moving to a new region.

Where you are moving will determine which Prime option you will enroll in.

Prime Options in the United States

TRICARE Prime

TRICARE Prime is offered in Prime service areas—geographic areas typically located around a military treatment facility—throughout the country.

- North Region [Health Net Federal Services, Inc.](#), 1-877-TRICARE (1-877-874 2273)
- South Region [Humana Military Healthcare Services, Inc.](#) 1-800444-5445
- West Region [TriWest Healthcare Alliance](#) 1-888-TRIWEST (1-888-874-9378)

If you move to a new Prime service area, transfer your enrollment by submitting a TRICARE Prime Enrollment and PCM Change Form to your regional contractor. Be sure to include all family members who wish to use Prime on the form.

TRICARE Prime Remote

In non-Prime service areas, TRICARE offers TRICARE Prime Remote. To enroll, submit a TRICARE Prime Enrollment and PCM Change Form to your regional contractor. Any TRICARE-eligible family members living with you in a TRICARE Prime Remote area can enroll in TRICARE Prime Remote for Active Duty Family Members. Be sure to include them on the enrollment form.

Prime Options Outside of the United States

TRICARE Prime Overseas

TRICARE Prime Overseas is offered in overseas areas where there are military treatment facilities or areas in which TRICARE has established a network of qualified host nation providers.

- TRICARE Europe Toll free: 1-888-777-8343; Commercial 011-49-6302-67-7432; DSN 314-496-7432 Fax Numbers: Commercial 011-49-6302-67-6374; DSN 314-496-6374 or [e-mail](#)
- TRICARE Pacific Toll free: 1-888-777-8343; Commercial 011-81-6117-43-2036; DSN: 643-2036; Remote Sites: 011-65-6-338-9277 Fax Numbers: Commercial 011-81-611-743-2037; DSN: 643-2037 or [e-mail](#)
- TRICARE Latin America & Canada (TLAC) Address: TAO-LAC, Bldg 38802, Ft Gordon GA 30905-5650; Toll free 1-888-777-8343; 1-706-787-2424; DSN: 773-2424 Fax Number 1-706-787-3024 or [e-mail](#)

If you move to an area in which TRICARE Prime Overseas is offered, transfer your enrollment by submitting a TRICARE Prime Enrollment Form to the nearest TRICARE Service Center. Command-sponsored family members who reside with you are eligible for TRICARE Prime Overseas. Be sure to include all family members who wish to use TRICARE Prime Overseas on the form.

TRICARE Global Remote Overseas

TRICARE Global Remote Overseas is a Prime option offered in designated remote overseas locations. If you move to an area in which TRICARE Global Remote Overseas is offered, you and any authorized family members living with you may enroll by submitting a TRICARE Prime Enrollment Form to the nearest TRICARE Service Center.

Before you move to another overseas area or to an area within the United States, contact the nearest TRICARE Service Center. Then, when you arrive in your new area, transfer your enrollment.

When Using TRICARE Standard and Extra

TRICARE Standard and Extra are available to family members only. Active duty service members are required to enroll in one of the Prime options described above.

TRICARE Standard and Extra are available throughout the United States and enrollment is not required. Any active duty family member who is registered in DEERS may use these programs by seeing any network or non-network providers that are authorized by TRICARE. In areas outside of the United States, active duty family members who don't want to use a Prime option may use TRICARE Standard Overseas by seeing qualified host nation provider.

If you're already using TRICARE Standard and Extra, moving is easy.

1. Once you arrive at your new location, update your personal information in the Defense Enrollment Eligibility Reporting System (DEERS) immediately.
2. Then, find TRICARE-authorized providers in your new area.

Here are a few things to remember about using TRICARE Standard and Extra in a new region

- In the U.S.: Visit your new regional contractor's Web site for a list of providers. Remember, if you see network providers, you'll be using the Extra option and pay lower copayments.
- Outside of the U.S.: Contact your TRICARE Service Center for help locating a qualified host nation provider. The TRICARE Extra option is not available in overseas areas.
- If you move to a new region, you'll have a new claims address for submitting your TRICARE claims.
- Learn your new region's prior authorization requirements because these requirements can differ by region.

When Using TRICARE For Life

TRICARE For Life—TRICARE's coverage for those who are eligible for Medicare—requires no enrollment and you'll have a smooth transition when you move. [TRICARE for Life](#) contact information: WPS TRICARE For Life, P.O. Box 7889, Madison, WI 53707-7889; 1-866-773-0404; TDD 1-866-773-0405

- Once you arrive at your new location, update your personal information in the Defense Enrollment Eligibility Reporting System (DEERS) immediately.
- Find Medicare providers in your new area.

If you move overseas, your TRICARE For Life coverage may change depending on where you move. In U.S. Territories such as Guam, Puerto Rico and the U.S. Virgin Islands, TRICARE For Life coverage works the same as the stateside program. But, in all other overseas locations, TRICARE For Life Overseas works differently because Medicare does not provide coverage in most overseas locations. Therefore, TRICARE is the primary payer. You can get care from any host nation provider and you will be responsible for TRICARE deductibles and cost shares.

Contact the TRICARE Area Office for the overseas area where you are moving or the nearest American Embassy Health Unit for assistance finding a host nation provider.

Getting Care Along the Way

- Routine Medical and Dental Care—Get it before you go.

Before you move, make sure you've received any routine medical or dental care you think you might need during the time you'll be traveling. Or, delay the care until you get to your new duty location.

- Emergency Care in the United States—Call 911 or go to the nearest emergency room.

TRICARE defines emergency care as medical services provided for a sudden or unexpected medical or psychiatric condition, or the sudden worsening of a chronic (ongoing) condition that is threatening to life, limb, or sight and needs immediate medical treatment, or which has painful symptoms that need immediate relief to stop suffering. If you're traveling near a military treatment facility (MTF), you should go to the MTF or military dental treatment facility for emergency services. If you are hospitalized in a civilian facility for more than 24 hours, contact your regional contractor

- Urgent care in the United States—Coordinate with your PCM and/or regional contractor

TRICARE defines urgent care as medical care for a condition that will not result in disability or death if not treated immediately but should be treated within 24 hours to avoid further complications. If you are in a Prime program, you must coordinate urgent care with your primary care manager and/or regional contractor before receiving care. If you are in TRICARE Standard and Extra or TRICARE For Life, you can receive care as you normally would. You should, however, contact your contractor as soon as possible to coordinate any prior authorizations that are needed.

- Emergency or Urgent care Overseas—Contact closest TRICARE Area Office or TRICARE Global Remote Call Center.

You don't need prior authorization for emergency or urgent care but the TRICARE Area Office or TRICARE Global Remote Call Center will help you find the best care available in the overseas area in which you are traveling.

Filling Prescriptions on the Road

You should have all your prescriptions filled before you leave, but if you need a prescription filled while you're traveling in the United States, you have several options:

- If near an MTF, fill the prescription at the MTF pharmacy.
- Find the closest TRICARE network pharmacy.
- If a network pharmacy is not available, you can visit a non-network pharmacy. In this case, you may have to pay up front for your medications and file a claim with Express Scripts, Inc., for reimbursement. For more details, visit the [TRICARE web site](#)
- The mail-order option is not recommended for a prescription you need right away, but if you'll be traveling for a long time, you can arrange for any regular prescriptions to be filled via the mail-order pharmacy.

Your pharmacy coverage is limited overseas:

- TRICARE network pharmacies are only located in the United States, Puerto Rico, Guam and the U.S. Virgin Islands. You can have prescriptions filled at host-nation pharmacies, if necessary. Host-nation pharmacies are treated the same as non-network pharmacies. If you have prescriptions filled at a host-nation pharmacy, you should expect to pay for the total amount up front and file a claim with Wisconsin Physicians Service for partial reimbursement. To learn more about pharmacy claims, visit the [TRICARE web site](#).
- To use the mail-order pharmacy overseas, the prescription must be from a U.S. licensed provider and you must have an APO or FPO address.

If You Have Questions

Your regional contractors and TRICARE Area Offices are available to answer your questions. These offices are listed above. Find even more information about moving, updating DEERS, the TRICARE regions and much more at the [TRICARE web site](#).

Installation Specific Information*Installation Hospital*

Opened and dedicated in February 1958, Irwin Army Community Hospital (IACH) was named in honor of brigadier General Bernard John Dowling Irwin, Medical Corps (1830-1917). Irwin Army Community Hospital, a 44-bed facility, serves a population in excess of 30,000. From the start of operation in 1958, IACH has continually been fully accredited by the Joint Commission on Accreditation of Healthcare Organizations.

Medical Care

Medical care services are offered on a priority basis. First priority of care is to active duty military. Second priority is to family members of active duty, with retired military and family members of retired military following in the eligibility chain.

Specialty care may or may not be available, depending on the need. If care is unavailable on the installation, then services can be located out in the local community. There is Emergency Medical Care and Mental Health Care available at IACH.

DEERS -- Family members of military spouses must be enrolled in the Defense Eligibility Enrollment Reporting System (DEERS). If not, routine medical treatment can be denied. Enrollment can be done at the ID Card Section.

Dental Care

Dental care services are available to active duty military only. Only emergency dental care is offered to other eligible individuals. When services are unavailable, those eligible for medical/dental care are referred to TRICARE.

Health Care - Special Needs

Exceptional Family Member Program

The [Exceptional Family Member Program](#) (EFMP) is mandatory for all family members who have been identified with a special medical or educational need. Enrolling in the EFMP ensures that the family member's medical needs will be considered during the assignment coordination process.

Military Treatment Facility

The clinics and services available at [Military Treatment Facilities](#) vary by location. Before you move, identify the MTF that will serve you, visit the MTF's website to learn about the clinics and services available and to get relevant contact information.

Moving to a New TRICARE Region

If you anticipate a move to another [TRICARE region](#), work with your local TRICARE Service Center (TSC) or case manager before your move to ensure the transition is as smooth as possible. On arrival at the new duty location, your sponsor should contact the Beneficiary Counseling and Assistance Coordinator (BCAC) or TSC to ensure the transition plans are in place and to obtain authorizations for TRICARE [Extended Care Health Option](#) (ECHO) services, if applicable.

Beneficiary Counseling and Assistance Coordinator (BCAC)

All TRICARE Regional Offices and most MTFs are staffed with [BCACs](#) (formerly known as Health Benefits Advisors.) [BCACs](#) provide information, guidance and assistance on benefit options, TRICARE Prime enrollment, special authorizations, status of claims and eligibility, plus assistance with referrals and appointments. If you or your family member has a more severe medical need, contact your assigned [case manager](#).

Case Management

Case management involves a team of health care professionals who help you and your family to find solutions to complex health problems. It is important to inform your case manager if you are moving as he/she will connect you with the case manager at your new location.

Extended Care Health Option (ECHO)

TRICARE [ECHO](#) provides financial assistance to beneficiaries of active duty service members who qualify based on specific mental or physical disabilities. ECHO offers an integrated set of services and supplies beyond the basic TRICARE program. ECHO is administered by regional contractors in the TRICARE North, South, and West Regions and by TRICARE Regional Offices in overseas locations.

Transporting Medical Equipment

Your [Installation Transportation Office](#) has special procedures to follow for the transportation of medical equipment that is necessary for medical treatment required by the sponsor or family member. Some types of medical equipment may be shipped in the same manner as Professional Books, Papers, and Equipment (PBP&E).

Federal and State Health Care Programs

Medicaid - [Medicaid](#) pays for medical assistance for certain individuals and families with low incomes and resources. State Medicaid programs are usually administered by departments of social service or departments of medical assistance.

Supplemental Security Income (SSI) - [SSI](#) is a cash assistance program intended to meet basic needs for food, clothing and shelter for those who are aged, blind or disabled. It provides cash to meet basic needs for food, clothing, and shelter. Families must reapply upon each move to another state.

Title V of the Social Security Act - Many states have services for children with special health care needs that are funded by the Maternal and Child Health Services Block Grant, or [Title V](#). State departments of health web sites and local health departments will provide information on state health benefits for children with special health care needs. The Maternal and Child Health Bureaus' web site has Title V information organized by State that provide you with [Title V points of](#)

[contact](#) and other pertinent information.

Other Important Resources

Debt Collection Assistance Officer (DCAO) - TRICARE has a [DCAO](#) assigned to TRICARE Regional Offices and MTFs worldwide to help beneficiaries understand and get assistance with debt collection problems related to TRICARE. Individuals who have received a notice from a collection agency or a negative credit report because of a medical or dental bill should be referred to the nearest [DCAO](#).

Family Voices - [Family Voices](#) is a national, grassroots clearinghouse for information and education concerning the health care of children with special health needs. Family Voices also has [State points of contacts](#) with useful links to State programs and organizations.

Installation Specific Information

Exceptional Family Member Program (EFMP)

The Exceptional Family Member Program (EFMP) is a mandatory enrollment program. Exceptional Family Members (EFM) are those who have chronic on-going health needs that are either physical, emotional, developmental or intellectual disabilities. Conditions such as diabetes, asthma, children who have an Individual Educational Plan (IEP) under the Special Education law, ADHD/ADD requiring managed treatment by a physician, should be enrolled in the EFM Program. More than four visits to a physician annually for their condition could mean consideration for enrollment.

The EFMP Manager can assist your family in relocating and becoming knowledgeable about the installations and the surrounding community's resources and support services. If someone in your family could be an EFM, enrolling them into the program gives you the greatest assurances of consideration of the special needs assignment process.

In-Processing -- Soldiers need to complete the Exceptional Family Member Program (EFMP) Querying Sheet, DA 7415 during their inprocessing at Fort Riley.

When they identify that they have an Exceptional Family Member they should then be enrolled in Exceptional Family Member Program. The next step is to contact Fort Riley's Exceptional Family Member Program Coordinator.

A welcoming letter from the Exceptional Family Member Program Manager is then mailed to each soldier identifying that they have an Exceptional Family Member. The welcoming letter provides guidance on enrollment procedures, a summary of the program events and identifies the location of the Exceptional Family Member Coordinator.

The Department of Army will have an adequate amount of time to review and assign the soldier and his/her family to the gaining installation.

The EFMP POC can assist your family in relocating to the next gaining installation by providing information and making appropriate contacts. A resource guide is available for your review at your nearest Soldier Family Support Center.

Education - Special Education/EIS

Exceptional Family Member Program

The [Exceptional Family Member Program](#) (EFMP) is mandatory for all family members who have been identified with a special medical or educational need. Enrolling in the EFMP ensures that the family member's medical needs will be considered during the assignment coordination process.

Children from Birth to Three Years of Age

The Individuals with Disabilities Education Act (IDEA) requires all States and territories to provide [early intervention services](#) to children from birth to age three who are developmentally delayed, or who are at high risk of being developmentally delayed. Early intervention services may be provided by local school districts or health departments. There is no common name across States for the programs, but you may hear them referred to as Part C programs (because Part C is the section of the IDEA that pertains to early intervention).

The [National Early Childhood Technical Assistance Center](#) provides a list of State Part C directors and funded programs at their web site. [Military OneSource](#) can identify local early intervention programs for you.

- Parents of children who receive early intervention services should hand-carry a copy of the Individual Family Service Plan (IFSP) and most current evaluation reports to the new location.

Children from 3 through 21 Years of Age

The Individuals with Disabilities Education Act (IDEA) requires all States and Territories to provide [special education services](#) to children who are from 3 through 21 year of age. Each local school district has a special education director, and each school should have a case study committee or school based committee (terms differ) that attends to special education students' needs.

Parents of children receiving special education and related services should hand-carry all pertinent school and medical documents to include their children's Individualized Education Program (IEP) and current testing and evaluation reports to the new school.

The IDEA requires that if a child transfers to a district in the same state, the receiving school must provide comparable services to those in the child's IEP from the sending district's until the new school develops and implements a new IEP. If a child transfers to another State, the receiving district must provide comparable services to those in the child's IEP from the sending district until the receiving district completes an evaluation and creates a new IEP.

Others who can help you:

- **Parent Training and Information Centers** Each state is home to at least one Parent Training and Information Center (PTI). PTIs serve families of children and young adults from birth to age 22 with all disabilities: physical, cognitive, emotional, and learning. They help families obtain appropriate education and services for their children with disabilities; work to improve education results for all children; train and inform parents and professionals on a variety of topics; resolve problems between families and schools or other agencies; and connect children with disabilities to community resources that address their needs. [The Technical Assistance Alliance for Parent Centers](#) provides addresses and phone number of the centers in your state.
- **STOMP (Specialized Training of Military Parents)** is a federally funded Parent Training and Information (PTI) Center established to assist military families who have children with special education or health needs. The staff of the [STOMP Project](#) are parents of children who have disabilities and have experience in raising their children in military communities and traveling with their spouses to different locations.

6316 So. 12th St.
Tacoma, WA 98465
253-565-2266 (v/tty)
1-800-5-PARENT (v/tty)
Fax: 253-566-8052

[Email](#)

Installation Specific Information

For the most part, the Army Community Service's Installation's Exceptional Family Member Program Coordinator assists with educational, medical, housing and other needs required to meet the exceptional family members basic issues. The Geary County School District operates the schools on the installation and is the primary point of contact in locating the nearest school to help with the needs of the exceptional family member.

Contact Information

7264 Normandy Drive
 Army Community Service
 Custer Hill - SFSC Building
 Fort Riley, KS 66442
 Phone 785-239-9435
 Phone (DSN) 312-856-9435
 Fax 785-239-9548
 Fax (DSN) 312-856-9548
[Email](#)
[Website](#) [Website](#)

Automotive Services

Automotive Services: Autoprize
 640 Dickman Avenue
 Fort Riley, KS 66442
 Phone 785-784-2493

Beauty/Barber Shops

SHOPPING: Main Post Exchange (PX)
 6914 Trooper Drive
 Custer Hill, Building 6914, Trooper Drive
 Fort Riley, KS 66442
 Phone 785-784-4672
 Fax 785-784-6511
[Website](#) [Website](#)

Chapels

Chaplain Help Line
 6 Barry Avenue
 Main Post, Building 6, Barry Avenue
 Fort Riley, KS 66442
 Phone 785-239-HELP / 785-239-4357
 Fax 785-239-8391

Child and Youth Registration and Referral

Central Enrollment Registry (CER)
 6620 Normandy Drive
 Custer Hill, Building 6620, Normandy Drive
 Fort Riley, KS 66442
 Phone 785-239-9885 / 785-239-9478
 Phone (DSN) 312-856-9885
 Fax 785-239-9964

Adult Education Centers

College: Fort Riley University
 217 Custer Avenue
 Main Post, Building 217, Custer Avenue
 Fort Riley, KS 66442
 Phone 785-239-8435 / 785-239-8413
 Phone (DSN) 312-856-8435
[Email](#)
[Website](#)

Barracks/Single Service Member Housing

1ST Replacement
 208 Custer Avenue
 Main Post
 Fort Riley, KS 66442-1101
 Phone 785-239-2119 / 785-239-8302 / 785-239-8332
 Phone (DSN) 312-856-2119
[Email](#)
[Website](#)

Beneficiary Counseling Assistance Coordinators

Medical: Hospital - Irwin Army Community & Clinics
 600 Caisson Hill Road
 Whitside, Building 600, Caisson Hill Road
 Fort Riley, KS 66442
 Phone 785-239-7042
 Phone (DSN) 312-856-7042
 Fax 785-239-7720
 Fax (DSN) 312-856-7720
[Website](#) [Website](#)

Child Development Centers

Child Development Center (CDC)
 6950 Warren Road
 Custer Hill, Building 6950, Warren Road
 Fort Riley, KS 66442
 Phone 785-239-9935
 Phone (DSN) 312-856-9935
 Fax 785-239-4099
 Fax (DSN) 312-856-4099
[Email](#)
[Website](#)

Citizenship and Immigration Services

Legal Services - Fort Riley
 200 Custer Avenue
 Office of the Staff Judge Advocate (SJA), ATTN: Fort
 Riley Legal Assistance Office
 Main Post, Patton Hall, Building 200, Room 107, Custer
 Avenue
 Fort Riley, KS 66442
 Phone 785-239-3117 / 785-239-2217
 Phone (DSN) 312-856-3117
[Email](#)
[Website](#)

Civilian Personnel Office

Employment - Southwest Civilian Personnel Operations Center (SWCPOC)
 309 Marshall Avenue
 Main Post
 Fort Riley, KS 66442
 Phone 785-239-3511
 Phone (DSN) 312-856-3511

Dental Clinics

DENTAC - Head Quarters (HQ)
 600 Caisson Hill Road
 Whitside, Building 600, Caisson Hill Road
 Fort Riley, KS 66442
 Phone 785-239-7268 / 785-239-7226
 Phone (DSN) 312-856-7268

[Website](#)

Exceptional Family Member Program/Special Needs

Exceptional Family Member Program (EFMP)
 7264 Normandy Drive
 Custer Hill, Building 7264, Normandy Drive
 Fort Riley, KS 66442-6421
 Phone 785-239-9435
 Phone (DSN) 312-856-9435
 Fax 785-239-9548
 Fax (DSN) 312-856-9548

[Email](#)
[Website](#)

Family Advocacy Program

Family Advocacy Program (FAP)
 7264 Normandy Drive
 Custer Hill, Building 7264, Normandy Drive
 Fort Riley, KS 66442-6421
 Phone 785-239-9435
 Phone (DSN) 312-856-9435
 Fax 785-239-9548
 Fax (DSN) 312-856-9548

[Email](#)
[Website](#)

Family Child Care/Child Development Homes

Family Child Care Programs (FCC)
 6620 Normandy Drive
 Custer Hill, Building 6620, Normandy Drive
 Fort Riley, KS 66442
 Phone 785-239-9892 / 785-239-4847
 Phone (DSN) 312-856-9892
 Fax 785-239-9964
 Fax (DSN) 312-856-9964

[Email](#)
[Website](#)

Commissary/Shoppette

SHOPPING: Commissary
 2310 Trooper Drive
 Camp Forsyth, Building 2310, Trooper Drive
 Fort Riley, KS 66442
 Phone 785-239-2921
 Phone (DSN) 312-856-2921
 Fax 785-239-2416
 Fax (DSN) 312-856-2416

[Website](#)

Emergency Relief Services

Army Emergency Relief (AER)
 7264 Normandy Drive
 Custer Hill
 Fort Riley, KS 66442-6421
 Phone 785-239-9450 / 785-239-9435
 Phone (DSN) 312-856-9450
 Fax 785-239-9480
 Fax (DSN) 312-856-9480

[Email](#)
[Website](#)

Exchange(s)

SHOPPING: Main Post Exchange (PX)
 6914 Trooper Drive
 Custer Hill, Building 6914, Trooper Drive
 Fort Riley, KS 66442
 Phone 785-784-4672
 Fax 785-784-6511

[Website](#) [Website](#)

Family Center

Army Community Service
 AFZN-CAS
 Normandy Drive
 SFSC Bldg. 7462
 Fort Riley, KS 66442
 Phone 785-239-9435
 Phone (DSN) 312-856-9435
 Fax 785-239-9548
 Fax (DSN) 312-856-9548

[Email](#)
[Website](#)

Financial Institutions

BANKING: Credit Union 1
 5326 Ashby
 Custer Hill, Building 5326, Ashby
 Fort Riley, KS 66442
 Phone 785-784-3100
 Fax 785-784-5895

[Website](#)

Financial Institutions

Armed Forces Bank, N.A.
 Fort Riley – Main Branch
 Bldg. 5303, Custer Hill
 P. O. Box 2446
 Fort Riley, KS 66442
 Phone 785-784-4400
 Fax 785-784-2113

Gymnasiums/Fitness Centers

Sports Program
 202 Custer Avenue
 Central Office
 Main Post, King Field House, Building 202, Custer
 Avenue
 Fort Riley, KS 66442
 Phone 785-239-2172
 Phone (DSN) 312-856-2172
[Website](#)

Household Goods/Transportation Office (inbound)

Household Goods - Personal Property Work Center
 210 Custer Avenue
 Personnel Processing Center
 Main Post, Building 210, Custer Avenue
 Fort Riley, KS 66442
 Phone 785-239-6468 / 785-239-3020 / 785-239-3035
 Phone (DSN) 312-856-3020
 Fax 785-239-0855
 Fax (DSN) 312-856-0855

Housing Office/Government Housing

Housing - Main Office - Picerne
 45 Barry Avenue
 Main Post, Carr Hall, Building 45, Barry Avenue
 Fort Riley, KS 66442
 Phone 785-717-2258 / 785-717-2210 / 785-717-2200
[Website](#) [Website](#) [Website](#)

ID/CAC Card Processing

ID Card Center
 212 Custer Avenue
 Main Post, 212 Custer Avenue
 South Entrance to Basement
 Fort Riley, KS 66442
 Phone 785-239-5667 / 785-239-3654
 Phone (DSN) 312-856-5667
[Website](#)

Golf Courses

Golf: Custer Hill Golf Course
 5202 Normandy Drive
 Fort Riley, KS 66442
 Phone 785-784-6000
[Website](#)

Hospital/Medical Treatment Facility(s)

Medical: Hospital - Irwin Army Community & Clinics
 600 Caisson Hill Road
 Whitside, Building 600, Caisson Hill Road
 Fort Riley, KS 66442
 Phone 785-239-7042
 Phone (DSN) 312-856-7042
 Fax 785-239-7720
 Fax (DSN) 312-856-7720
[Website](#) [Website](#)

Household Goods/Transportation Office (outbound)

Household Goods - Personal Property Work Center
 210 Custer Avenue
 Personnel Processing Center
 Main Post, Building 210, Custer Avenue
 Fort Riley, KS 66442
 Phone 785-239-6468 / 785-239-3020 / 785-239-3035
 Phone (DSN) 312-856-3020
 Fax 785-239-0855
 Fax (DSN) 312-856-0855

Housing Referral Office/Housing Privatization

Housing - Off Post (CHRRS)
 45 Barry Avenue
 Community Housing Relocation and Referral Services
 Main Post, Carr Hall, Building 45, Barry Avenue
 Fort Riley, KS 66442
 Phone 785-239-2768 / 785-239-2767 / 785-239-2715
 Phone (DSN) 312-856-2765
 Fax 785-239-2747
 Fax (DSN) 312-856-2747
[Website](#)

Information and Referral Services

Information and Referral
 7264 Normandy Drive
 Custer Hill, Building 7264, Normandy Drive
 Fort Riley, KS 66442
 Phone 785-239-9435
 Phone (DSN) 312-856-9435
 Fax 785-239-9548
 Fax (DSN) 312-856-9548
[Email](#)
[Website](#)

Legal Services/JAG

Legal Services - Fort Riley
 200 Custer Avenue
 Office of the Staff Judge Advocate (SJA), ATTN: Fort
 Riley Legal Assistance Office
 Main Post, Patton Hall, Building 200, Room 107, Custer
 Avenue
 Fort Riley, KS 66442
 Phone 785-239-3117 / 785-239-2217
 Phone (DSN) 312-856-3117

[Email](#)
[Website](#)

Loan Closet

Relocation Readiness Program (RRP)
 7264 Normandy Drive
 Custer Hill, Building 7264, Normandy Drive
 Fort Riley, KS 66442-6421
 Phone 785-239-9435
 Phone (DSN) 312-856-9435
 Fax 785-239-9548
 Fax (DSN) 312-856-9548

[Email](#)
[Website](#)

Military Clothing Sales

SHOPPING: Clothing Sales - Fort Riley
 6914 Trooper Drive
 Custer Hill, Building 6914, Trooper Drive
 Fort Riley, KS 66442-7037
 Phone 785-784-3744

[Website](#)

Non-appropriated Funds (NAF) Human Resources

*Employment - Non Appropriated Funds (NAF) Personnel
 Division*
 319 Marshall Avenue
 Main Post, Building 319, Marshall Avenue
 Fort Riley, KS 66442
 Phone 785-239-2325
 Phone (DSN) 312-856-2325
 Fax 785-239-3635
 Fax (DSN) 312-856-3635

[Website](#)

Personnel Support Office

Personnel Processing Center
 210 Custer Avenue
 Main Post, Building 210, Custer Avenue
 Fort Riley, KS 66442
 Phone 785-239-2629

Library

Library - Fort Riley
 5306 Hood Drive
 Custer Hill, Building 5306, Ashby Avenue
 Fort Riley, KS 66442-6824
 Phone 785-239-5305
 Phone (DSN) 312-856-5305

[Website](#)

MWR (Morale Welfare and Recreation)

Morale, Welfare and Recreation
 253 Stuart Avenue
 Main Post, Building 253, Stuart Avenue
 Fort Riley, KS 66442
 Phone 785-239-2612 / 785-239-2544

[Website](#)

New Parent Support Program

New Parent Support Program
 7264 Normandy Drive
 Custer Hill, Building 7264, Normandy Drive
 Fort Riley, KS 66442-6421
 Phone 785-239-5693 / 785-239-9435
 Phone (DSN) 312-856-5693
 Fax 785-239-9548
 Fax (DSN) 312-856-9548

[Email](#)
[Website](#)

Personal Financial Management Services

Consumer Affairs Financial Assistant Program (CAFAP)
 7264 Normandy Drive
 Custer Hill
 Fort Riley, KS 66442
 Phone 785-239-9435
 Phone (DSN) 312-856-9435
 Fax 785-239-9480
 Fax (DSN) 312-856-9480

[Email](#)
[Website](#)

Relocation Assistance Program

Relocation Readiness Program (RRP)
 7264 Normandy Drive
 Custer Hill, Building 7264, Normandy Drive
 Fort Riley, KS 66442-6421
 Phone 785-239-9435
 Phone (DSN) 312-856-9435
 Fax 785-239-9548
 Fax (DSN) 312-856-9548

[Email](#)
[Website](#)

Restaurants/Fast Food

SHOPPING: Main Post Exchange (PX)
 6914 Trooper Drive
 Custer Hill, Building 6914, Trooper Drive
 Fort Riley, KS 66442
 Phone 785-784-4672
 Fax 785-784-6511

[Website](#) [Website](#)

School Age Care

School-Age Service (SAS)
 6620 Normandy Drive
 Custer Hill, Building 6620, Normandy Drive
 Fort Riley, KS 66442
 Phone 785-239-9220
 Fax 785-239-5250

[Email](#)
[Website](#)

Spouse Education, Training and Careers

Employment - Employment Readiness Program
 7264 Normandy Drive
 Custer Hill, Building 7264, Normandy Drive
 Fort Riley, KS 66442-6421
 Phone 785-239-9435
 Phone (DSN) 312-856-9435
 Fax 785-239-9548
 Fax (DSN) 312-856-9548

[Email](#)
[Website](#)

Transition Assistance Program

Transition Point
 210 Custer Avenue
 Main Post, Building 210, Custer Avenue
 Fort Riley, KS 66442
 Phone 785-239-2278
 Phone (DSN) 312-856-2278
 Fax 785-239-2251

Veterinary Services

Pets: Fort Riley Veterinary Treatment/Stray Facility
 226 Custer Avenue
 Main Post, Building 226, Custer Avenue
 Fort Riley, KS 66442
 Phone 785-239-3886
 Phone (DSN) 312-856-3886
 Fax 785-239-2906
 Fax (DSN) 312-856-2906

[Website](#)

Welcome/Visitors Center

In-processing - 1st Replacement
 210 Custer Avenue
 Main Post, Building 210, Custer Avenue
 Fort Riley, KS 66442
 Phone 785-239-2119 / 785-239-2128 / 785-239-8302
 Phone (DSN) 312-856-2128

[Website](#)

Retirement Services

Transition Point
 210 Custer Avenue
 Main Post, Building 210, Custer Avenue
 Fort Riley, KS 66442
 Phone 785-239-2278
 Phone (DSN) 312-856-2278
 Fax 785-239-2251

School Liaison Office/Community Schools

SCHOOLS-PUBLIC: Fort Riley School Liaison Services
 6620 Normandy Drive
 Custer Hill, Building 6620, Normandy Drive
 Fort Riley, KS 66442
 Phone 785-239-1558
 Phone (DSN) 312-856-1558
 Fax 785-239-9964
 Fax (DSN) 312-856-9964

[Website](#)

Temporary Lodging/Billeting

Lodging: Fort Riley
 45 Barry Avenue
 Main Post, Carr Hall, Building 45, Barry Avenue
 Fort Riley, KS 66442
 Phone 785-239-2830
 Phone (DSN) 312-856-2830
 Fax 785-239-8882
 Fax (DSN) 312-856-8882

[Website](#)

Travel Office

Travel Office - Official
 210 Custer Avenue
 Main Post, Building 210, Custer Avenue
 Fort Riley, KS 66442
 Phone 785-784-2002

Victim Advocate Services

Family Advocacy Program (FAP)
 7264 Normandy Drive
 Custer Hill, Building 7264, Normandy Drive
 Fort Riley, KS 66442-6421
 Phone 785-239-9435
 Phone (DSN) 312-856-9435
 Fax 785-239-9548
 Fax (DSN) 312-856-9548

[Email](#)
[Website](#)

Women, Infants, and Children (WIC & WIC-O)

Women, Infants and Children (WIC)
 7264 Normandy Drive
 Custer Hill
 Fort Riley, KS 66442
 Phone 785-239-5730
 Phone (DSN) 312-856-5730

[Email](#)
[Website](#)

Youth Programs/Centers

Youth Services (YS)

5800 Thomas Avenue

Custer Hill, Building 5800, Thomas Avenue

Fort Riley, KS 66442

Phone 785-239-9222

Phone (DSN) 312-856-9222

Fax 785-239-4534

[Website](#)

Major Units

Division Staff, G2

Contact Information:

AFZN-GS

509 Huebner Road

COM: 239-2036/3989

DSN: 856-2036/3989

FAX: 239-3598

Analysis & Control Element (ACE)

Special Security Office

Operations and Plans

Training

Division Staff, G3

Contact Information:

AFZN-GT

500 Huebner Road

COM: 239-3095/3096

DSN: 856-3095/3096

FAX: 239-3097

Operations Division

Central Tasking Office

Plans Division

Training Division

NBC Division

Readiness Division

24TH Infantry Training Division

Commands, 541 MAINT BN, 1 MAINT CO

Contact Information

COM: 239-1442/4207

DSN: 856-1442/4207

Commands, 541 MAINT BN, 774 ORD CO (EOD)

Contact Information

COM: 239-8135/3313

DSN: 856-8135/3313

Division Staff, G6

Contact Information:

AFZN-GI

500 Huebner Road

COM: 239-6116/3121

DSN: 856-6116/3121

FAX: 239-2608

Assistant Division Signal Office

Division Automation Management Office

Electronic Light Maintenance Shop

Division Staff, G8

Contact Information:

AFZN-GS-CMT

512 Read Avenue

COM: 239-8217/2910

DSN: 856-8217/2910

FAX: 239-2180

Program Budget Division

Managerial Accounting Branch

Travel Cell

Commands, 1 BDE, 1 ID, 1-16 IN

Contact Information:

AFZN-BA-E

7218 Bradley Lane

COM: 239-8703

DSN: 856-8703

Commands, 1 BDE, 1 ID, 1-34 AR

Contact Information:

AFZN-BA-V

7028 Bullard Street

COM: 239-5616/5448

DSN: 856-5616/5448

Commands, 1 BDE, 1 ID, 1ST EN BN

Contact Information:

AFZN-BA-EB

7424 Apennines Drive

COM: 239-4150/4499

DSN: 856-4150/4499

Commands, 1 BDE, 1 ID, 101 FSB

Contact Information:

AFZN-BA-G

7109 Trooper Drive

COM: 239-4402/9100

DSN: 856-4402/9100

Commands, 1 BDE, 1 ID, 331 SIG CO

Contact Information:

AFZN-BA-SI

7026 Siebert Street

COM: 239-9113/4741

DSN: 856-9113/4741

Commands, 6 BDE, 25 ID

None at this time.

Commands, HQ, 48 IN BDE (MECH)

Contact Information

475 Shurling Drive

Macon, GA 31211-1916

COM: 478-803-3206/3106

Commands, 30 Heavy Separate Brigade (M)

Contact Information

101 Armory Drive

Clinton, NC 28328-9730

COM: 910-299-5425/5427

FAX: 910-299-5445

Division Staff, G4 (Operations)

Contact Information:

AFZN-GL

7836 Hale Street

COM: 239-4059/9262

DSN: 856-4059/9262

FAX: 239-4724

Commands, 1 BDE, 1 ID, 2-34 AR

Contact Information

AFZN-BA-T

7046 Bullard Street

COM: 239-1570/5763

DSN: 856-1570/5763

Commands, HQ, 48 IN BDE (MECH), 148 FSB

Contact Information

100 Quitman Guards Lane

Forsyth, GA 31029

COM: 678-569-5302/478-992-2610

Commands, HQ, 48 IN BDE (MECH), HQ, 1-118 FA BN

Contact Information

1248 Eisenhower Drive

Savannah, GA 31416-0488

COM: 678-569-5207/912-629-8906

Commands, 3 BDE, 1 AD, 1-13 AR

Contact Information:

AFZN-BB-C

7638 Shanks Street

COM: 239-4467/1745

DSN: 856-4467/1745

Commands, 3 BDE, 1 AD, 70 EN BN

Contact Information:

AFZM-BB-E

8025 Apennines Drive

COM: 239-4851/5309

DSN: 856-4851/5309

Commands, 6 BDE, 25 ID, BDE Troup BN

None at this time.

Commands, 541 MAINT BN

Contact Information

AFZN-EN-V

8037 Apennines Drive

COM: 239-5623

DSN: 856-5623

FAX: 239-1388

Commands, 30 Heavy Separate Brigade (M), HQ, 105 EN BN

Contact Information

305 Teal Drive

Raeford, NC 28376-2527

COM: 910-875-3084

Commands, 1 BDE, 1 ID, HHC, 1 BDE

Contact Information

AFZN-BA-H

7006 Siebert Street

COM: 239-4105/4499

DSN: 856-4105/4499

Commands, HQ, 218 Heavy Separate Brigade (MECH), HQ, 178 EN BN

Contact Information

126 Airport Road

Rock Hill, SC 29732-8687

COM: 803-806-1218

Commands, 3 BDE, 1 AD

Contact Information:

AFZN-BB-CO

7450 Normandy Drive

COM: 239-1360/9697

DSN: 856-1360/9697

Commands, 3 BDE, 1 AD, 2-70 AR

Contact Information:

AFZN-BB-CP

7622 Apennines Drive

COM: 239-1456/9016

DSN: 856-1456/9016

Commands, 3 BDE, 1 AD, 125 FSB

Contact Information:

AFZN-BB-G

8387 Armistead Street

COM: 239-9127/5502

DSN: 856-9127/5502

Commands, 541 MAINT BN, 82 MED CO (Air Ambulance)

Contact Information

AFZN-AV-GG

853 Marshal Drive

COM: 239-0303/0301

DSN: 856-0303/0301

Commands, 541 MAINT BN, 24 TRANS CO

Contact Information

COM: 239-5889/1002

DSN: 856-5889/1002

Division Staff, G5

Contact Information

AFZN-CS-SP

500 Huebner Road

COM: 239-2138

DSN: 856-2138

Garrison Staff, Adjutant General (AG) / Military Personnel Services

Personnel Services

Contact Information

IMNW-RLY-HRM

210 Custer Avenue

COM: 239-2137/2128

DSN: 856-2137/2128

FAX 239-2941

Administrative Support Branch

Military Personnel Division

Garrison Staff, HHC, 24 ID / HHC, U.S. Army Garrison (USAG), Replacement

Contact Information

214 Custer Avenue

COM: 239-8302/8332

DSN: 856-8302/8332

Garrison Staff, 15 FN BN / Defense Military Pay Office (DMPO), G DET

Contact Information

DFAS-IN-KG

210 Custer Avenue

COM: 239-3589/6101

DSN: 856-3589/6101

Garrison Staff, 15 FN BN / Defense Military Pay Office (DMPO), Reserve Pay

Contact Information

7636 Normandy Drive

COM: 239-9516/4220

DSN: 856-9516/4220

FAX: 239-4213

Garrison Staff, Adjutant General (AG) / Military Personnel Services, OPS

Contact Information

IMNW-RLY-HRM

212 Custer Avenue

COM: 239-3750/3756

DSN: 856-3750/3756

FAX 239-5630

Personnel Operations Branch

ID Cards/Deers Branch

SRP Team

Personnel Automation Branch

Reassignment Branch

Soldiers Action Branch

Garrison Staff, Public Works (PW), EN SVC DIV

Contact Information

IMNW-RLY-PWF

408 Pershing Court

COM: 239-2718

DSN: 856-2718

FAX: 239-6678

Garrison Staff, Directorate of Information Management (DOIM)

IMNW-RLY-IM

200 Henry Avenue

COM: 239-6131/3835

DSN: 856-6131/3835

FAX: 239-2720

Information Management Division

Telecommunications Division

Visual Information

Administrative Services

Garrison Staff, Installation Safety Office (ISO)

Contact Information

IMNW-RLY-SO

407 Pershing Court

COM: 239-2514

DSN: 856-2514

FAX: 239-0741

Garrison Staff, 15 FN BN / Defense Military Pay Office (DMPO)

Contact Information

AFZN-EN-F

212 Custer Avenue

COM: 239-6198/6192

DSN: 856-6198/6192

FAX: 239-6194/6252

Garrison Staff, 648 Area Support Group (ASG)

Contact Information
 AFZN-CKS-ASG
 7622 Shanks and Apennines
 COM: 239-5442/4460
 DSN: 856-5442/4460

Garrison Staff, Directorate of Plans, Training, Mobilization & Security (DPTMS)

Contact Information
 IMNW-RLY-PL
 500 Huebner Road
 COM: 239-3095
 DSN: 856-3095
 FAX: 239-3097
 Training Division
 Training Support Center
 Ammunition Branch
 Reserve Component Support Division
 Airfield Operations Detachment
 Plans and Operations Division
 Force Protection and Domestic Emergency Branch
 post Chemical Branch
 Mobilization Planning Branch
 Museum Division
 Intelligence and Security Division

Garrison Staff, Equal Employment Opportunity (EEO)

Contact Information
 IMNW-RLY-EEO
 319 Marshal Avenue
 COM: 239-2595/3263
 DSN: 856-2595/3263
 FAX: 239-3119

Garrison Staff, Education Services

Contact Information
 IMNW-RLY-HRE
 217 Custer Avenue
 COM: 239-6481
 DSN: 856-6481
 FAX: 239-3307

Garrison Staff, 15 FN BN / Defense Military Pay Office (DMPO), D DET

Contact Information
 AFZN-HC-P-DD
 212 Custer Avenue
 COM: 239-6059/3891
 DSN: 856-6059/3891
 FAX: 239-5373

Garrison Staff, Directorate of Morale, Welfare and Recreation (DMWR)

Contact Information
 IMNW-RLY-MW
 253 Cameron Avenue
 COM: 239-3467/3506
 DSN: 856-3467/3506
 FAX: 239-3467/3506
 Soldier and Family Support Center
 Child and Youth Services
 Community Operations
 Army Lodging
 Community Recreation
 American Red Cross

Garrison Staff, Directorate of Logistics (DOL)

Contact Information
 IMNW-RLY-LG
 8100 1st Division Road
 COM: 239-4500/4100
 DSN: 856-4500/4100
 FAX 239-4033
 Resource Business Center
 Logistics Business Center
 Contract Business Center
 Stock Records Work Center
 Personal Property and Passenger Work Center
 Movements and Freight Work Center

Garrison Staff, Internal Review and Audit Compliance (IRAC)

Contact Information
 IMNW-RLY-IR
 512 Reed Avenue
 COM: 239-2464
 DSN: 856-2464
 FAX: 239-6153

Commands, 6 BDE, 25 ID, 3 BN, 5 IN
None at this time.

Commands, 6 BDE, 25 ID, 7 BN, 8 FA
Not available at this time.

Commands, 541 MAINT BN, HHD, 541 MAINT BN
Contact Information
COM: 239-4338/4792
DSN: 856-4338/4792

Commands, 30 Heavy Separate Brigade (M), HQ, 1-113 FA
Contact Information
4200 Yorkmont Road
Charlotte, NC 28208-5477
COM: 704-359-5707/5727

Commands, 30 Heavy Separate Brigade (M), HQ, 1-120 IN
Contact Information
2412 Infantry Road
Wilmington, NC 28405-8889
COM: 910-251-7100/7116

Commands, HQ, 218 Heavy Separate Brigade (MECH), HQ, 1-118 IN
Contact Information
PO Box 409
Mullins, SC 29574-9321
COM: 803-806-2170/2183

EN BN 1ST, 111 EN (A CO)
Contact Information:
AFZN-BA-EB
7424 Apennines Drive
COM: 239-4150/4499
DSN: 856-4150/4499

EN BN 1ST, 72 EN (C CO)
Contact Information:
AFZN-BA-EB
7424 Apennines Drive
COM: 239-4150/4499
DSN: 856-4150/4499

EN BN 1ST, HHC
Contact Information:
AFZN-BA-EB
7424 Apennines Drive
COM: 239-4150/4499
DSN: 856-4150/4499

CAV 1ST, H TRP
TC DET 266TH, TM

Commands, 6 BDE, 25 ID, 1 BN, 89 CAV REG
None at this time.

Commands, 30 Heavy Separate Brigade (M), HHC 30 HSB (M)
Contact Information
101 Armory Drive
Clinton, NC 28328-9730
COM: 910-299-5460/5437

Commands, 541 MAINT BN, 172 CHEM CO
Contact Information
COM: 239-5417/5504
DSN: 239-5417/5504

Commands, HQ, 48 IN BDE (MECH), HHC, 48 SIB (M)
Contact Information
475 Shurling Drive
Macon, GA 31211-1916
COM: 478-803-3181

Commands, 30 Heavy Separate Brigade (M), HQ, 1-252 AR
Contact Information
PO Box 64158
Fayetteville, NC 28308-0158
COM: 910-672-5102/5107

1 PRE POST DET (DISCOM)

EN BN 1ST, 41 EN (B CO)
Contact Information:
AFZN-BA-EB
7424 Apennines Drive
COM: 239-4150/4499
DSN: 856-4150/4499

EN BN 1ST, FSC
Contact Information:
AFZN-BA-EB
7424 Apennines Drive
COM: 239-4150/4499
DSN: 856-4150/4499

IN 1ST, HHC, 1 BCT

CAV 4TH, D TRP
SIG CO 596TH

Command Group, State Adjutant General (South Carolina)
803-806-4217

Commands, HQ, 48 IN BDE (MECH), HQ, 1-108 AR BN

Contact Information
PO Box 36
Calhoun, GA 30730-0036
COM: 678-655-3139/706-624-1340

Commands, 30 Heavy Separate Brigade (M), HQ, 230 SUP BN

Contact Information
700 U.S. HWY 117 S. Bypass
Goldsboro, NC 27530-5730
COM: 919-739-5302/5303

Commands, HQ, 218 Heavy Separate Brigade (MECH), HHC, 218 HSB

Contact Information
PO Drawer 280
Newberry, SC 29108-0280
COM: 803-751-4246/803-806-2041

Commands, HQ, 48 IN BDE (MECH), HQ, 1-121 IN BN (M)

Contact Information
PO Drawere 528
Winder, GA 30680-0528
COM: 678-963-7410/7415

Commands, HQ, 48 IN BDE (MECH), Troope E, 108 CAV

Contact Information
1015 South Hill Street
Griffin, GA 30224-4858
COM: 770-229-3281

Commands, HQ, 218 Heavy Separate Brigade (MECH), 218 MIL INTEL CO

Contact Information
1516 Holland Street
North Charleston, SC 20405
COM: 843-743-2223
FAX: 843-743-2224

Commands, 541 MAINT BN, 95 TMDE

Contact Information
COM: 239-9797
DSN: 856-9797

Commands, 30 Heavy Separate Brigade (M), Troop E, 196 CAV

Contact Information
PO Box 265
Elizabethtown, NC 28337-0265
COM: 910-299-5444/5431

Commands, HQ, 48 IN BDE (MECH), HQ, 2-121 IN BN (M)

Contact Information
PO Box 307
Albany, GA 31705
COM: 229-483-7326/7315

Commands, 6 BDE, 25 ID, 610 SUP BN

Not available at this time.

Commands, 30 Heavy Separate Brigade (M), 230 MI CO

Contact Information
PO Box 3066
Burlington, NC 27215
COM: 336-227-7859
FAX: 336-222-8540

Commands, HQ, 218 Heavy Separate Brigade (MECH), HQ, 1-178 FA

Contact Information
105 Old Woodruff Road
Greer, SC 29651
COM: 803-806-1136/1135

Commands, HQ, 48 IN BDE (MECH), 248 Military Intelligence Company (MIC)

Contact Information
4599 North 1 Street
Building 211-A
Fort Gillem, GA 30297
COM: 404-362-2542

Commands, HQ, 218 Heavy Separate Brigade (MECH), HQ, 1-263 AR

Contact Information
Route 4, Box 168
Mullins, SC 29574-9321
COM: 803-806-1075/1088

Commands, HQ, 218 Heavy Separate Brigade (MECH), HQ, 163 SUP BN

Contact Information
312 Airport Road
Varnville, SC 29924-9729
COM: 803-806-2122/2111

Commands, HQ, 218 Heavy Separate Brigade (MECH), HQ, Troop B, 202 CAV

Contact Information
PO Box 1006
Beaufort, SC 29902-1006
COM: 803-806-1995
FAX: 803-806-0720

Garrison Staff, HHC, 24 ID / HHC, U.S. Army Garrison (USAG)

Contact Information:
UNIMNW-RLY-HH
7858 Drum Street
COM: 785-239-1012/1185
DSN: 785-239-1185
FAX: 785-239-4019/4640

Garrison Staff, Provost Marshal (PM)

Contact Information:
IMNW-RLY-ESP
221 Custer Avenue
COM: 239-3414/2431
DSN: 856-3414/2431

Commands, 3 BDE, 1 AD, 1-41 IN

Contact Information:
AFZN-BB-M
7824 Hale Street
COM: 239-9528/9592
DSN: 856-9528/9592

Commands, HQ, 218 Heavy Separate Brigade (MECH)

Contact Information
PO Brawer 280
Newberry, SC 29108-0280
COM: 803-806-2018/4244
DSN: 583-2018/4244
FAX: 803-806-2040

Garrison Staff, 924 MP BN

Contact Information
AFZN-EM-MP
219 Custer Avenue
COM: 239-3414/2133
DSN: 856-3414/2133
FAX: 239-2713/6662

Commands, HQ, 48 IN BDE (MECH), 648 EN BN

Contact Information
18934 US HWY 310 North
Statesboro, GA 30461
COM: 706-552-2731/912-212-2812

Garrison Staff, Public Works (PW), Environmental DIV

Contact Information:
IMNW-RLY-PWE
407 Pershing Court
COM: 239-8535/8619
DSN: 856-8535/8619

Commands, 1 BDE, 1 ID, 1-5 FA

Contact Information:
AFZN-BA-FE
7108 Trooper Drive
COM: 239-1602/4159
DSN: 856-1602/4159

Commands, 3 BDE, 1 AD, 4-1 FA

Contact Information:
AFZN-BB-FA
7854 Drum Street
COM: 239-4316/4915
DSN: 856-4316/4915

Garrison Staff, Plans, Analysis & Integration (PAI)

Contact Information:
IMNW-RLY-PAI
500 Huebner Road
COM: 239-2241/3823
DSN: 856-2241/3823
FAX: 239-3828

Commands, 6 BDE, 25 ID, 1 BN, 35 IN

None at this time.

Division Staff, G1

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Plans & Operations

Strength Management

Officer Management

Enlisted Management

E DETCH, 15 PSB

Customer Service Branch

Officer Records Branch

Enlisted Promotions Branch

Enlisted Records Branch