

INFORMATION PAPER**SUBJECT: FAMILY SUBSISTENCE SUPPLEMENTAL ALLOWANCE (FSSA)**

1. General. The Family Subsistence Supplemental Allowance Program, authorized by Title 37 U.S.C. Section 402a and Executive Order 9397, aims to provide financial assistance for those service members whose combined household income and household size makes them eligible for an amount of up to \$500.00 per month. Applying for FSSA online is strictly voluntary and anonymous; however, failure to furnish requested information will result in the member not receiving FSSA benefits.

2. Procedures. Service members may apply online anytime. Those who wish to apply for FSSA must go to the FSSA website at <http://www.dmdc.osd.mil/fssa> and complete an online application for submission to finance.

a. Eligible personnel will be considered for FSSA based on combined household income and total number of dependents in one's household. The FY 2004 USDA Gross Monthly Income Eligibility Standards (see enclosure) clearly outlines basic eligibility standards. Service members must remember, however, that depending on one's monthly household expenses, that must be listed in the questionnaire, personnel may still qualify for the entitlement despite exceeding basic eligibility standards.

b. Once service members have filled out the basic information questionnaire, the FSSA Program will automatically determine eligibility and calculate the eligible amount. If the program determines that one is eligible, service members must fill out additional information on their dependents. The information provided in the questionnaire will automatically be fed in to a DD Form 2857 (Family Subsistence Supplemental Allowance Program Application).

c. It is the responsibility of the soldier to print out the DD Form 2857, sign it, and present a request for FSSA and the amount on a DD Form 4187 to their commander. Approval authority must be the first field grade officer in one's chain of command.

d. Upon approval by the proper authority, DD Form 2857 and DD Form 4187 must be sent to Finance where the forms will be reviewed and forwarded to DFAS for processing.

3. Recommendation. Ensure widest distribution of this information to every echelon of your respective unit. Many soldiers may qualify for this entitlement which means adding more money to service members' and their families' pockets and improved quality of life overseas in Korea.

4. Point of Contact. The POC is CPT Andrew J. Vincent, OIC, Finance Support Operations at 723-8421 or VincentA@usfk.korea.army.mil.