



# Deployment Materials Gap Analysis



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## Introduction and Background

The provision of information, resources, and outreach opportunities for Service members and their families during each stage of the deployment cycle is a critical element in the process of ensuring the readiness and support of our nation's Armed Forces, their families, and supporting communities. Toward that end, each of the Service Branches of the United States military, (including National Guard and Reserve), the Department of Veterans Affairs, Land Grant Universities, and private sector organizations have developed curriculum, information sheets, videos, and other materials to help prepare and support Service members and their families to transition as smoothly as possible through each stage of the deployment cycle.

While each Service Branch, as well as community-based partners, deliver information, curriculum and outreach opportunities to support Service members and the surrounding community, information varies across branches, states, and communities. The Office of the Deputy Under Secretary of Defense for Military Community and Family Policy, ODUSD (MC&FP), has identified the benefit of developing a uniform curriculum to be distributed across all Service components, including Guard and Reserve, targeting Service members, spouses, and children. This report includes an extensive review of deployment curriculum materials for Service members and their families developed by Service Branches of the U.S. Military, as well as an extensive review of deployment support materials for children and youth developed by both military and civilian organizations.

Deployment materials and curricula were reviewed in depth to determine two significant factors: (1) The extent to which they address key areas of information as prescribed in Department of Defense's (DoD) Policy Guidance, and (2) Identification of gaps of key information for further development or expansion. At the time this report was developed, specific policy and/or guidance for the development of children and youth deployment support materials was not available. Therefore, the review process, as described below in the *Methodology* section, involved two different processes.



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## Methodology of Curriculum Review and Gap Analysis

### *Data Collection*

In February, 2010, the ODUSD (MC&FP) electronically gathered data using their developed tool, Deployment Materials Survey. The tool was administered to all military Service Branches and United States Department of Agriculture (USDA)/ National Institute of Food and Agriculture (NIFA) 4-H Headquarters, 'to identify what deployment curricula are currently being utilized, the audiences supported by the materials, and identify potential gaps in information offered' (a sample of the tool may be found in *Appendix E*).

Respondents included representatives from all Armed Forces Service Branches, National Guard state offices, and Land Grant University Extension personnel (representing Operation Military Kids and 4-H Military Partnership initiatives). The University of Arizona constructed and completed a review of deployment support curriculum and resources through a secondary data collection process, as original data collection was completed directly by OSD. All data for review was received via email from ODUSD (MC&FP). Curricula and resources identified in the data collection process were compiled for review through three (3) methods:

- 1) Retrieved electronically attached with completed Deployment Materials Surveys;
- 2) Retrieved online via web links embedded in Deployment Materials Surveys; and,
- 3) Retrieved online through search by identified curriculum name listed in Deployment Materials Surveys.

### *Development of Review Process and Protocols*

Specifically, the analysis consisted of reviews of two (2) genres of material;

- 1) Curricula and resources developed for Service member and spouse/family audiences regarding each stage of the deployment process, and;
- 2) Curricula and resources developed to support children and youth during each stage of parent deployment.



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The Department of Defense (DoD) has issued prescribed Guidance and Instruction regarding topics of inclusion for each stage of the deployment cycle for Service members and their families (H.R. 110-181 Sec.582, Directive-Type Memorandum (DTM) 08-029, “Implementation of the Yellow Ribbon Integration Program”). The stages of the deployment cycle are: Pre-Deployment; Deployment; Demobilization; and Post-Deployment or Reintegration. The goal of the construction of the review process of curricula and resources for Service members and their families was twofold. First, to ensure a process of identification of each of the content items outlined in DoD Guidance, identifying the most comprehensive components for recommended inclusion in a future universal deployment curriculum. Secondly, the process sought to identify areas in which prescribed content is missing or insufficient to meet DoD directives.

The initial steps involved the development of a matrix of all deployment curricula and resources identified through received surveys and DoD prescribed areas of training content outlined by deployment stage (please see *Appendix A* for the *Universal Deployment Cycle Curriculum Recommendations/Gaps Matrix*). All information was then sorted for review and categorized by: 1) Service member and family curriculum; 2) children and youth deployment support resources; and 3) support materials including websites.

A scoring rubric was developed based on DTM 08-029, and DoD Instruction -‘Core Curriculum Event Specific’ document developed by the DoD Yellow Ribbon Reintegration Program (a sample of the scoring rubric and reviewer instructions can be found in *Appendix D*). A review team was assembled and trained regarding how to utilize the rubric and to gain understanding of the curriculum review and scoring process. To ensure a sufficient degree of inter-rater reliability, a sample curriculum was provided to all team members to assess preparation and consistency in rating. The review process took place from July 16-August 6, 2010.

Each curriculum received three (3) independent blind rater reviews to ensure that all materials were carefully reviewed and evaluated per DoD Guidance. Mean scores were calculated for each content element of each curriculum reviewed. The highest rated elements of each curriculum were identified and recommended for inclusion in Service member and family deployment curriculum to be delivered across all Service Branches. In addition, areas in which information could not be found or areas that warrant further description or development were identified. Detailed information regarding these recommendations may be found in the *Service*



*Member & Family Universal Curriculum Recommendations and Identified Gaps* section of this report.

As mentioned earlier, at the time the curricula and deployment support materials review was conducted, specific DoD guidelines for children and youth materials were not available (general information regarding the need for children and youth to receive information to prepare and support them before, during and after a parent’s deployment is included in the overall DoD Guidance). Children and youth deployment support curricula and resources were all reviewed based on several factors including; targeted age range<sup>1</sup>, settings for use of materials, how materials are delivered or utilized with the intended audience (e.g. group facilitation, self-guided), and recommended skills or experience required to administer the materials. Further, materials were reviewed to indicate which stage(s) of the deployment cycle are most appropriate for use. A broad range of material was reviewed, including training curricula, videos, graphic novels, board games and activity booklets. Each product review is outlined in a narrative format describing its recommended use, strengths and limitations. Reviews of all child and youth deployment support materials may be found in the *Children and Youth Deployment Support Materials* section of this report.

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<sup>1</sup> Age ranges for child and youth material reviews were established as follows: 0-5 years; 6-11 years, and; 12-18 years



# Department of Defense Policy and Guidance



\*The information in this section is provided extracted verbatim from source material (see Citations)



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**Department of Defense Policies and Guidance**  
**Under Secretary of Defense Directive Type Memorandum (DTM) 08-029,**  
**Implementation of the Yellow Ribbon Reintegration Program July 22, 2008**

This DTM establishes policies, procedures, and responsibilities to implement the joint deployment support and reintegration program-Yellow Ribbon Reintegration Program- for National Guard and Reserve members and their families, and establishes the Joint Family Resource Center to organize resources for every state.

**DoD Policy:**

Deployment support and reintegration programs shall be provided for National Guard and Reserve members and their families. Families and family members include spouse, children, parents, grandparents, siblings, and/or significant others. Such programs shall, as a minimum, include sufficient information, services referrals and proactive outreach opportunities across the United States and its territories through the deployment cycle for members and families to minimize to the extent practicable the stresses of military service, particularly the stress of deployment and family separation.

- Deployment support and reintegration programs shall be provided in all phases of deployment, including but not limited to pre-deployment, deployment, demobilization, and post-deployment and reconstitution phases.
- Reintegration programs shall be at approximately 30, 60, and 90 day intervals following demobilization, release from active duty, or full-time National Guard Duty.

**DoD Guidance for Implementing the Yellow Ribbon Reintegration Program:**

Deployment support and reintegration programs shall be provided in all phases of deployment, including but not limited to pre-deployment, deployment, demobilization, and post-deployment and reconstitution phases.



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## **Pre-deployment**

Constitutes the time from first notification of mobilization or deployment until deployment of the alerted National Guard or Reserve member or unit. **Events and activities shall focus on providing education and ensuring the readiness of members of the unit, their families, employers, and affected communities for the rigors of a combat deployment and family separation.** Events and activities may include:

- Family care plans and family counseling
- Single Service member concerns
- Department of Veterans Affairs (VA) benefits and support
- Military OneSource
- TRICARE
- Veterans counseling centers
- Personal financial management
- Financial counseling
- Day care
- Child custody arrangements
- Legal readiness
- Maintenance of current licensure or certification which may be conditions of members' civilian employment
- Defense Enrollment Eligibility Reporting System (DEERS)
- Civilian employer information update
- Explanation of the process of transitioning to civilian employment and community and family life and the resources available to assist them in this process
- Employer Support of the Guard and Reserve (ESGR)/Department of Labor (DOL) brief
- Sexual assault awareness and prevention
- Marriage enrichment
- Youth programs and counseling
- Sensitivity training
- Community outreach
- Hotline information
- Available web sites and other resources
- Family communication requirements and resources
- Other preparatory activities



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## Deployment

Constitutes the time from deployment or debarkation of the National Guard or Reserve member or unit until arrival at a demobilization station or point of embarkation inside the continental United States. **Events and services provided shall focus on the family's challenges and stressors associated with separation, especially for those members serving in a combat zone and their families.** Information sessions and products shall utilize National Guard and Reserve resources in coordination with ESGR, Transition Assistance Advisors (TAA's), the National Guard and Reserve State Family Programs Coordinator, the State Director of Veterans Affairs (VA), veterans' service organizations (VSO's), the American Red Cross, State Department of Health and Human Services (HHS), 4-H, Substance Abuse and Mental Health Services Administration (SAMHSA), State and local university and community colleges, and other public and private organizations as appropriate. Events and activities to provide throughout the deployment may include those [offered during Post-deployment or Reconstitution] as well as:

- Review of legal documents
- Spouse and family member employment and employer support
- Combat and operational stress prevention and control training for the family
- Understanding the needs of wounded, ill, and injured such as medical holdover and the community-based health care organization and its requirements
- Involvement of local school districts
- Support available through religious communities
- Outreach to employers

## Demobilization

Constitutes the period from arrival of the National Guard or Reserve member or unit at the demobilization station or point of embarkation until departure for home station or home of record. **Initial reintegration activities shall begin by providing members with information about the resources available to them to transition back to civilian life as well as connecting them with service providers who can assist them in overcoming the challenges of reintegration.**

## Post-deployment or Reconstitution

Constitutes the period from arrival at home station until at least 180 days following demobilization. **Activities and services provided shall focus on reconnecting members with their families, employers, and communities as well as providing information and access to**



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**resources that will facilitate a successful reintegration.** Reintegration events shall begin with elements of the initial reintegration activity program that were not completed during the demobilization. Examples of events and activities to provide during the initial reintegration include, but are not limited to:

- Service member record processing
- VA enrollment and VSO's
- Veterans counseling center, or military career counseling
- TRICARE brief
- ESGR/DOL brief
- Briefings or assistance with financial issues
- Safety briefings (local police, sheriff, state highway patrol, or other state safety organizations)
- Medical briefings
- Welcome home activities

State National Guard and Reserve commands shall hold reintegration activities at approximately 30-, 60-, and 90-day intervals following demobilization or deployment. These activities shall focus on reconnecting members and their families with the service providers from the initial reintegration activity to ensure that members and their families understand benefits and entitlements as well as the resources available to help them overcome the challenges of reintegration.

Examples of activities to provide during the **30-day event** include but are not limited to:

- Marriage workshop
- Single Service member workshop
- Reconnecting with children
- Mental health and post-traumatic stress
- Job fair and career coaching
- TRICARE
- Education benefits
- Financial planning and counseling
- Legal information
- VA benefits and resources



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### **30-Day Events (continued)**

- Veterans counseling centers and VSO's
- ESGR
- TAA's
- DOL Transition Assistance Program (TAP) employment workshop, TAP and web based TAP (Turbo TAP)
- Chaplains and other faith-based resources
- Unit administrators to address specific Service member issues with pay, promotion, etc.

Examples of activities to include **during the 60-day event** include, but are not limited to:

- Anger management
- Substance abuse prevention, and compulsive behaviors
- VA, VSOs
- TRICARE
- Employment opportunities
- DOL TAP Employment workshop
- Military OneSource
- Financial planning and counseling
- Employment opportunities

Examples of activities to provide **during the 90-day event** include, but are not limited to:

- Post Deployment Health Reassessment
- Tuberculosis Tine Test and other medical treatments
- VA benefits
- Veterans counseling centers
- TRICARE
- ESGR
- Financial planning and counseling
- DOL TAP Employment workshop
- Command Freedom Salute, Welcome Home Warrior-Citizen



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**Department of Defense**  
**Instruction DRAFT**  
**(January 8, 2010)**  
**Core Curriculum Event Specific**



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## Draft DoD Instruction (January 8, 2010): Core Curriculum Event Specific

**PRE-DEPLOYMENT EVENTS.** Pre-deployment events shall focus on providing education and information that ensure the readiness of the unit, their families, employers, and the affected communities for the rigors of deployment and the challenges of family separation. The events will provide the Service member and family member and/or designated representative an understanding of the available support programs and how each phase of deployment is connected. The pre-deployment event will address issues in a proactive manner in order to build resilience and knowledge. This enables the Service member and family member and/or designated representative to have more confidence throughout deployment and reintegration phase. The topics in these events may focus on but shall not be limited to:

**Medical, Dental, and Mental Health Benefits.** Provide information on medical, dental, and mental health benefits within the military community. These services are often significantly different than those used by private insurance and these differences, including provider care issues, need to be highlighted. Ensure local or regional points of contact are available to coordinate transition in the event a change of provider is required.

(1) **TRICARE.** Ensure TRICARE briefings provide explanations aimed at those who will be utilizing the system for the first time, as well as any updates or changes for those already enrolled. TRICARE brings together the health care resources of the military components and supplements them with networks of civilian health care professionals to provide access and services while maintaining the capability to support military operations.

(2) **TRICARE Dental Program (TDP).** Ensure appropriate briefings on TDP, a voluntary dental insurance program run by United Concordia Companies, Inc. While it offers comprehensive dental benefits, information should be provided on the differences between civilian dental providers and those who accept TDP.

(3) **Operational Stress Control (OSC).** Provide information on the OSC methodology and ensure the long-term understanding of how OSC affects Service members and their families. OSC



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incorporates policies and programs to prevent, identify, and holistically treat mental injuries caused by combat operations or other experiences. The programs are designed for both Service members and their families and serve to create resiliency. The DCoE for Psychological Health and Traumatic Brain Injury has created a Joint Resiliency Continuum, which works in concert with each of the individual Services and can be utilized by any hosting unit. The DCoE Web site is <http://www.dcoe.health.mil/resilience.aspx>.

(4) Pre-Deployment Health Assessment (PHA). Ensure the completion of a PHA. The DD Form 2795, "Pre-Deployment Health Assessment Questionnaire," available at Web site <http://www.dtic.mil/whs/directives/infomgt/forms/formsprogram.htm>, is a required form that allows military personnel to record information about their general health and concerns prior to deployment. It aids health care providers to identify issues and provide medical care before, during, and after deployment. Military personnel shall complete DD Form 2795 within 60 days before deployment. Internet forms may be locally reproduced; however, copies must be submitted electronically to the Defense Medical Surveillance System (DMSS). Services may require submission to DMSS via their surveillance hubs.

(5) Suicide Prevention and Community Healing and Response. Provide National Guard and Reserve members, their families, and their communities with training in suicide prevention and community healing in response to suicide. The suicide prevention training shall describe warning signs and education on effective strategies for prevention and intervention; examine the influences of the military culture on risk and protective factors; and provide interactive case scenarios and role plays to practice effective intervention strategies.

**Administration**. Provide information and resources on services not limited to Military Service information, Defense Enrollment Eligibility Reporting System (DEERS), and Civilian Employment Information (CEI).

(1) DEERS. Provide appropriate access and enrollment into DEERS, a database of record for eligibility.



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(2) CEI. Provide appropriate access for entry of CEI into Service member's Service-specific system. The DoD database of record is the source for employer outreach programs.

(3) Service-Specific Web Sites. Provide information on Service or unit-specific online Web sites such as, but not limited to:

(a) National Guard Bureau (NGB):

1. Army National Guard: <http://www.arng.army.mil/>

2. Air National Guard: <http://www.ang.af.mil/>

(b) Army Reserve: <http://www.myarmyonesource.com/>

(c) Navy Reserve: <http://www.navyreserve.navy.mil/>

(d) Marine Forces Reserve: <http://www.mfr.usmc.mil/>

(e) Air Force Reserve: <http://www.afrc.af.mil/>

(f) Coast Guard: <http://www.uscg.mil/>

**Financial and Employment Information**. Provide comprehensive financial and employment information and counseling services for Service members and their families including but not limited to:

(1) Employer Support of the Guard and the Reserve (ESGR). Provide information on ESGR's mission to gain and maintain support for the National Guard and Reserve service by recognizing outstanding support; increasing awareness of sections 4301-4335 of title 38, United States Code (U.S.C.) (also known as "The Uniformed Services Employment and Reemployment Rights Act of 1994, as amended" and hereafter referred to as USERRA) (Reference (f)); and resolving conflict through mediation. ESGR's mediation services are available and may be requested via



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the ESGR Web site at <http://www.esgr.mil> or by calling 1-800-336-4590 for additional assistance.

(2) Department of Labor (DOL). DOL should provide information regarding USERRA benefits and requirements for the Service members to ensure the ability to return to their appropriate positions upon return from deployment.

(3) Counseling and Planning. The National Guard and Reserves shall offer financial counseling to the Service members and their families to aid them in managing their finances during deployment.

(4) Financial and Mortgage Counseling. Financial and mortgage counseling should provide information on credit counseling and home mortgage counseling programs to prevent or forestall mortgage foreclosure according to section 2202 of Public Law 110-289 (2008) (Reference (g)). Financial and mortgage counseling should provide information on actions to be taken to prevent or forestall mortgage foreclosures including, but not limited to, credit counseling, home mortgage counseling, and provisions of sections 533 and 534 of title 50, U.S.C. (also known as “The Service members Civil Relief Act, as amended” and hereafter referred to as SCRA) (Reference (h)). All Service members covered by this Instruction shall be advised on actions to forestall mortgage foreclosures in accordance with this section.

(5) Savings Plan. Savings plans should be explained to Service members and their families in accordance with DoD 7000.14-R (Reference (i)).

(6) Service member Civil Relief Act (SCRA). The SCRA provides a wide range of protections for Service members. A notice of benefits afforded by SCRA shall be provided in writing by postponing or suspending relieves stress on themselves and their families. All Service members certain civil obligations. SCRA enables Service members to devote full attention to duty and covered by this Instruction shall be advised on actions to forestall mortgage foreclosures in accordance with the provisions of Reference (h). Notice of the benefits afforded by the SCRA shall be provided to Service members and their families in writing.



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(7) Small Business Administration (SBA). Provide information regarding SBA programs that maximize utilization of Federal, State, and local entrepreneurial resources and agencies. SBA works in concert with the DOL, transition assistance programs (TAPs), One Stop Work Force Investment Centers, local VA offices, VA Vocational Rehabilitation and Employment Services offices, local or field committees of the National Committee for ESGR, DoD Procurement Technical Assistance Centers (PTACs), State National Guard Adjutants General, State VA offices, and others.

**Legal**. The Judge Advocate General (JAG) or a designated representative shall provide general legal assistance regarding personal or civil matters to eligible persons regarding their legal rights and responsibilities. Those services include, but are not limited to power of attorney (POA), housing and leasing, marriage, separation, divorce, adoptions, name changes, estate planning (wills and trust), landlord-tenant laws, and immigration matters.

(1) Power Of Attorney (POA). POA briefings shall provide explanations of the various types of POA and any local variations. Provide POAs as needed during the duration of the deployment.

(2) Wills and Estate Planning. Provide education on the importance of estate planning. Estate planning has several elements, including a will; assignment of a POA; and a living will or designation of a health-care proxy (medical POA). When putting together a plan, consideration should be given on both Federal and State laws governing estate planning.

(3) Legal Guardianship. Provide guidance, education, and understanding required for the selection of a legal guardian and the personal impact of choosing a legal guardian. Ensure the significance of the issues in selecting persons to act as guardians as well as the short- and long-term implications of the documents which create this position are understood. Legal assistance to create documents needed during deployment shall be available.

(4) Housing and Rental Issues. Provide information on housing and rental agreements.

(5) Professional Licensing. Provide information to maintain professional licensing and certifications while the Service member is deployed. The Office of the DUSD (MC&FP) and the



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DOL have established a program to support active duty military spouses in acquiring or renewing civilian professional licenses and certifications. Legal assistance shall be available to create documents needed during deployment.

(6) Child Custody Issues. Provide information concerning child custody and child support issues.

(7) Family Care Plans. Provide information on family care plans in accordance with DoDI 1342.19 (Reference (j)). The National Guard and Reserve members requiring a family care plan should seek legal assistance for advice on the potential problems that may be encountered when the plans attempt to alter existing court orders or the custody rights of non-custodial biological parents.

**Community/Outreach**. Provide information or resources to organizations that may target a specific audience or connect groups, institutions, or other organizations or people that might not otherwise have access to services.

(1) VA. Provide VA representation, briefings, consultations, and/or reference materials.

(2) American Red Cross. Provide information and services to include their capabilities and limitations and how those capabilities may be useful during the upcoming deployment.

(3) Community Programs. Provide information on local and regional community programs which may provide key sources of integrated information. Participation of these organizations should be encouraged to the maximum extent after being registered and vetted through the State National Guard or Reserve Component Family Programs offices.

(4) Youth Programs. Provide information on youth programs and activities designed to involve children between the ages of 10 and 19. Activities included are generally oriented towards youth development through recreation, social life, prevention, intervention, or education. Operation Military Kids, managed by 4-H, is an example of one such significant nonprofit organization dedicated to building partnerships for community youth development.



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(5) Government Agencies and Non-Governmental Organizations (NGO)s. Provide information on government agencies and NGOs relating to financial aid. NGOs may provide aid for Service members and their families. Information should focus on emergency assistance for families while the Service member is deployed.

(6) Military OneSource (MOS). Provide information on MOS as a 24-hour information and referral service which extends the existing family support system. Programs provided are beneficial to those geographically separated from installation services or those unavailable to seek assistance during traditional working hours. For additional information go to the MOS Web site at <http://www.militaryonesource.com> or phone 1-800-342-9647.

**Special/Spiritual.** Provide information on available services and programs that may include faith-based programs.

(1) Chaplains' Programs. Provide information on available chaplains' programs.

(2) Local Churches. Provide information on the many local churches and faith-based organizations that actively seek to aid families during deployments in order to ease stress during deployments.

(3) Vet Centers. Provide representation, briefings, and/or information on services available at the Vet Centers.

(4) Marriage Enrichment. Provide information on marriage enrichment programs which enable married couples to strengthen relationships, enhance personal growth, and family wellness during all deployment phases. These programs may be through Service-related programs such as a chaplain's retreat or through various religious or community-based programs. This information given at this period of deployment as well as post-deployment will enable the spouse to research, gain guidance and feedback, and create a way forward that is best suited to their situation.



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(5) Effective Communication Skills. Provide information on effective communication skills and enabling methods that may be used during unexpected events or deployment in order to maintain positive connections with spouse, family, friends, and community. Effective communication skills encompass listening, nonverbal communication, effective feedback and respect, and will provide positive tactics for avoiding or effectively confronting adverse situations.

(6) Sexual Assault Prevention and Response (SAPR) Program. Provide SAPR information and resources in compliance with DoDD 6495.01 (Reference (k)). The Department of Defense has implemented a comprehensive policy that reinforces a culture of sexual assault prevention and response services that ensure the safety, dignity and well-being of all members of the Military Services. Response services are available for victims of sexual assault around the clock. More information on victim support and contact numbers is available on the DoD Web site at <http://www.myduty.mil> or by calling MOS at 1-800-342-9647 and the National Sexual Assault Hotline at 1-800-656-HOPE (Extension 4673).

(7) Suicide Prevention and Alcohol and Drug Abuse. Provide suicide prevention and alcohol and drug abuse counseling information. Agencies such as MOS enable assistance utilizing counseling hotlines or outreach during times of crisis. The hours of operation are 0800-1700 or 24-hour access at <http://www.MilitaryOneSource.com>. The numbers are:

(a) Stateside: 1-800-342-9647

(b) Overseas: 00-800-3429-6477

(c) Overseas Collect: 1-484-530-5908

(8) Single Service Member Programs. Provide information on single Service member programs tailored to unmarried Service members.

(9) Military OneSource (MOS). Provide information on MOS. MOS is a 24-hour, toll-free information and referral telephone service available worldwide to active duty, , National Guard and Reserve members, and their families and providers at 1-800-342-9647.



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(10) Family Team Building Programs. Provide information on family team building programs and spouses organizations. Each Military Service has appropriate family programs and spouse organizations which should be promoted to create unity, resiliency, and support networks among the spouses.

(11) Veterans Service Organizations (VSOs). Provide information on VSOs that may provide assistance to veterans and their families. VSOs must be federally chartered, recognized, and vetted by the Secretary of the VA.

**DEPLOYMENT EVENTS**. Deployment events shall focus on supporting and enhancing resilience of the family while the Service member is deployed. **Deployment events should reinforce spiritual and mental health, outreach, day care, family services, youth programs, community, and informational updates and OSC.** Many of the event programs and briefers will reinforce pertinent information while the Service member is deployed. The topics of events may focus on but shall not be limited to:

**Special/Spiritual**. Provide information and available services on programs that may include faith-based programs.

(1) Chaplains' Programs. Provide information on available chaplains' programs.

(2) Substance Abuse. Provide information on local resources and programs.

(3) Suicide Prevention. Provide information on local resources.

**Medical/Dental/Mental Health**. Provide information on local resources and programs.

(1) Operational Stress Control (OSC). Provide information on the OSC methodology and ensure the long-term understanding of how OSC affects Service members and their families. Knowing the signs of combat and operational stress is about recognizing the signs and symptoms,



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developing skills to respond, and mitigating the behavior. Ensure that spouses and families continue to reinforce and use the DCoE or Military Service-specific programs and assets available to address issues that may arise during deployment.

(2) Suicide Prevention and Community Healing and Response. Provide National Guard and Reserve members, their families, and their communities with training in suicide prevention and community healing in response to suicide. The suicide prevention training shall describe warning signs and outline effective strategies for prevention and intervention; examine the influences of the military culture on risk and protective factors; and provide interactive case scenarios and role plays to practice effective intervention strategies.

**Community/Outreach**. Provide information or resources to organizations that may target a specific audience or connect groups, institutions, or other organizations, or people that might not otherwise have access to services.

(1) American Red Cross. Provide information on available services.

(2) VSO. Provide information about local organizations.

(3) VA. Provide VA representation, briefings, consultations, and/or reference materials.

(4) Day Care. Provide information on day care, babysitting, and youth programs in the local community.

(5) Community Youth Programs. Provide information on nonprofit organizations dedicated to building partnerships for community youth programs.

(6) Educational Services. Provide information pertaining to programs offered by schools, colleges, and universities.

(7) Community and Information Updates. Ensure there is a method to access community programs and local resource providers and these relationships are functioning correctly.



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**Financial/Employment.** Provide comprehensive financial and employment information and counseling services for Service members and their families.

(1) Employer Support of the Guard and Reserves (ESGR). Provide ESGR overview and USERRA briefings. ESGR informs and educates Service members and their civilian employers regarding their rights and responsibilities governed by USERRA. ESGR’s mission is to gain and maintain support for National Guard and Reserve members by recognizing outstanding support, increasing awareness of the USERRA law, and resolving conflict through mediation. ESGR mediation services are available and may be requested via the ESGR Web site at <http://www.esgr.mil> or by calling 1-800-336-4590 for additional USERRA information.

(2) Employer Outreach. Provide information on employer outreach programs.

(3) Department of Labor (DOL). Provide information from the DOL and to other programs designed to assist military spouses in gaining employment as well as the numerous other programs available.

(4) Financial Counseling. Ensure financial counseling services are available for families to aid them in managing their finances during deployment.

**Vet Centers.** Provide information on available services for eligible veterans and family members.

#### **DEPLOYMENT, POST-DEMOBLIZATION, POST-DEPLOYMENT/RECONSTITUTION EVENTS.**

- Focus events on Service members and families for their return and reunion. Service members and families are provided information and access that assists in understanding the challenges that may occur after prolonged separation and combat stress. **Events are tailored to facilitate a successful transition, reunion, and long-term reintegration. Events may commence during demobilization and continue at approximately the 30-**



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**60-, and 90-day period following demobilization or post-deployment and/or reconstitution.**

- Service members shall be paid, if eligible, for reintegration activities in accordance with Reference (I).

**30-Day Events.** 30-day events shall be focused on topics that address and identify potentially adverse behaviors and the challenges related to transition and reintegration. The programs must promote an understanding of changes in the Service member, the family, and the challenges associated with returning and reintegrating into society. Legal assistance may be provided dependent upon the availability of staff resources. The Reserve members are eligible following the release from active duty and for duration of up to twice the period of time that was served. The topics in this event shall focus on programs including, but not limited to:

(a) Medical/Dental/Mental Health. Provide information on services pertaining to medical, dental, and mental benefits to Service members and their families.

1. Operational Stress Control (OSC). Provide information to reinforce resiliency, recovery, and reintegration through programming that includes, but is not exclusive to anger management, substance abuse, compulsive behavior, marriage counseling and workshops, single Service member programs, and effective communication skills.

2. VA Medical Centers. Provide information on services and programs available through VA Medical Centers.

(b) Transitional Assistance Management Program (TAMP). Provide information regarding post-deployment limitations relating to and the opportunity related to TRICARE Reserve Select.

(c) Suicide Prevention and Community Healing and Response Program. Provide National Guard and Reserve Component members, their families, and their communities with training in suicide prevention and community healing in response to suicide. The suicide prevention training shall describe warning signs and education on effective strategies for prevention and intervention;



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examining the influences of the military culture on risk and protective factors; interactive case scenarios and role plays to practice effective intervention strategies.

(d) Post-Deployment Health Assessment (PDHA). Ensure the DD Form 2796, “Post-Deployment Health Assessment (PDHA),” available at Web site <http://www.dtic.mil/whs/directives/infomgt/forms/formsprogram.htm>, according to DoDI 6490.03 (Reference (m)) was completed during demobilization. The DD Form 2796 is required if a DD Form 2795 was completed during the pre-deployment phase. DD Forms 2796 and 2795 are required to be completed and submitted to DMSS. Provide a face-to-face health assessment with a trained health care provider for deploying personnel who are required to complete DD Form 2796. The DD Form 2796 also must be completed per the decision of the Combatant Commander, Military Service commanders, or commander exercising operational control of the Service member, or if any health threats evolved from occupational and environment health (OEH) or chemical, biological, radiological, and nuclear (CBRN) exposure during the deployment that warrant medical assessment or follow-up.

(e) Transition Assistance Advisor (TAA) Program. Provide information on the TAA program. The TAA program provides a service as the statewide point of contact to assist members in accessing VA benefits and healthcare services. TAAs also provide assistance in obtaining entitlements through the TRICARE Military Health System and access to community resources. TAAs assist Service members in accessing care and enrollment at VA healthcare facilities near their home of record.

(f) Special/Spiritual. Provide information and available services that may include faith-based programs.

1. Sexual Assault Prevention and Response (SAPR). Provide information on SAPR.
2. Chaplains’ Programs. Provide information on available chaplains’ programs.
3. Faith-Based Programs. Provide information on local faith-based programs.



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(g) Community/Outreach. Provide information or resources to organizations that may target a specific audience or connect groups, institutions or other organizations or people that might not otherwise have access to services.

1. VA. Provide VA representation, briefings, consultations, and/or reference materials.
2. Military OneSource (MOS). Provide information on MOS and resources and services available.
3. VSOs. Provide information on local and national level VSOs.
4. American Red Cross. Provide information on available services that may be useful after deployment.

(h) Financial/Employment. Provide comprehensive financial and employment information and counseling services for Service members and their families.

1. Employer Support of Guard and Reserve (ESGR). Provide information on ESGR services focused on the Service member reentering the work force. Service members will be required to work closely with employers and the ESGR to ensure successful reintegration and appropriate laws protecting the rights of workers who serve in the Reserve Component are honored.

2. ESGR Ombudsman Services Program. Provide information, counseling, and mediation on issues relating to compliance with USERRA. Hundreds of trained ombudsman, located in all States and Territories, are available to promptly respond to inquiries and conflicts presented by Service members or their civilian employers. ESGR mediation services are available and may be requested via the ESGR Web site at <http://www.esgr.mil> or by calling 1-800-36-4590. ESGR's Customer Service Center can be reached Monday through Friday (except Federal holidays).

3. DOL. Provide information on the multiple resources the DOL provides to returning Service members.



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4. TurboTAP. Provide information on and encourage the establishment of a TurboTAP account within 48 hours of attending a TAP or as applicable.

5. Job Fairs. Provide information on job fairs and networking events geared towards a wide range of professional occupations.

6. Financial/Mortgage. Provide access to financial and mortgage counseling according to References (g) and (h).

7. VA Business Development. Provide information on the Office of Veterans Business Development and resources from the SBA and VA employment-related services and programs.

(i) Administration. Provide information and resources on services not limited to Military Service information, DEERS, and CEI.

1. Update the status of Service members and their families in DEERS as medical and dental benefits are linked to DEERS.

2. Provide information regarding post-deployment limitations regarding TDP.

(j) Legal. Provide general legal assistance regarding personal or civil matters to eligible persons regarding their legal rights and responsibilities, not limited to:

1. Provide information relating to legal issues that may be addressed by the JAG or their representative. Legal assistance maybe provided dependent upon the availability of staff resources. The Reserve Components are eligible following the release from active duty and for duration of up to twice the period of time that was served.

2. Ensure safety officers, and/or local police, or Department of Motor Vehicle personnel provide information to reacquaint Service members with the local laws governing driving in the communities. The driving strategies utilized in combat pose a detriment to the communities and the Service members and must be addressed. Post-deployment safety incidents are



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significant due to the previous levels of combat or deployment stress. Also provide information relating to adverse behaviors involving safety and risk management.

**60-Day Events**. The 60-day events shall focus on addressing specific issues relating to reintegration or identified challenges. **The 60-day events will encompass programs that focus specifically on the OSC and behaviors or attitudes that impede successful reintegration.** Family members and/or designated representatives are highly encouraged to attend. The topics in this event shall focus on programs including, but not limited to:

(a) Medical/Dental/Mental Health. Provide information on services pertaining to medical, dental, and mental health benefits to Service members and their families.

1. OSC. Provide information to reinforce resiliency, recovery, and reintegration through programming that includes, but is not exclusive to anger management, substance abuse, TRICARE, or compulsive behavior.

2. TAMP. Provide information regarding post-deployment limitations relating TAMP and the opportunity related to TRICARE Reserve Select.

3. PDHA. Ensure the DD Form 2796 was completed during demobilization in accordance with Reference (m). The DD Form 2796 is required if a DD Form 2795 was completed during the pre-deployment phase. If required, DD Forms 2796 and 2795 are required to be completed and submitted to DMSS. Provide a face-to-face health assessment with a trained health care provider for deploying personnel who are required to complete DD Form 2796. As a part of the assessment process, Service members must complete the DD Form 2900, "Post-Deployment Health Re-Assessment (PDHRA)," available at Web site <http://www.dtic.mil/whs/directives/infomgt/forms/formsprogram.htm>. A DD Form 2900 must be completed per the decision of the Combatant Commander, Military Service commander, or commander exercising operational control of the Service member.



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(b) Financial/Employment. Provide comprehensive financial and employment information and counseling services for Service members and their families. Reinforce obligations and information regarding employment and finance.

1. ESGR. Provide information on ESGR services focused on the Service member reentering the work force. Service members will be required to work closely with employers and the ESGR to ensure successful reintegration and that appropriate laws protecting the rights of workers who serve in the Reserve Components are honored.

2. DOL. Provide information on the multiple resources the DOL provides to returning Service members.

3. TurboTAP. Provide information and services available on TurboTAP.

4. Job Fairs. Provide information on job fairs, networking events geared towards a wide range of professional occupations.

5. Mortgage Counseling. Provide access to financial and mortgage counseling according to References (g) and (h).

6. Small Business Administration (SBA). Provide information on the Office of Veterans Business Development and resources from the SBA.

7. Veterans Affairs (VA). Provide information on VA employment related services and programs available for veterans.

8. Finance. Ensure financial counseling services are available for families to aid them in managing their finances post-deployment.

9. Legal Assistance. Provide general legal assistance regarding personal or civil matters to eligible persons regarding their legal rights and responsibilities, not limited to:



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a. Information relating to legal issues that may be addressed by the JAG or their representative. Legal assistance maybe provided dependent upon the availability of staff resources. The Reserve members are eligible following the release from active duty and for duration of up to twice the period of time that was served.

b. Guidance on the local police, safety officers, and/or Department of Motor Vehicle information in order to acquaint Service members with the local laws governing driving in the communities. The driving strategies utilized in combat pose a detriment to the communities and the Service members and must be addressed and not limited to adverse behaviors involving safety and risk management.

(c) Community/Outreach. Provide information or resources to organizations that connect groups, organizations, or people who might not otherwise have access to services and may target a specific audience.

1. VA. Provide VA representation, briefings, consultations, and/or reference materials.
2. MOS. Provide information on MOS and resources and services available.
3. VSOs. Provide information on local and national level VSOs.

**90-Day Events.** 90-Day events shall provide programs that focus on the Service member and their adjustment and reintegration progress. Under normal circumstances family members and/or designated representatives should not attend the 90-day event. **This event will be Service member-specific and should provide resources to correct negative behavior and focus on succeeding in reintegration.** Completion of the DD Form 2900 is required at this event. The topics in this event shall focus on programs including, but not limited to:

(a) Medical/Dental/Mental Health. Provide information on services pertaining to medical, dental, and mental health benefits to Service members and their families.



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1. OSC. Provide information to reinforce resiliency, recovery and reintegration through programming that includes, but is not exclusive to anger management, substance abuse, compulsive behavior, marriage counseling and marriage workshops, single Service member programs, and effective communication skills.

2. Reintegration. Provide information and resources to assist returning wounded, injured, and ill, as well as their family members, throughout the phases of recovery. Each Military Service provides several avenues for wounded Service members. This process provides support, advocacy, and referrals to resources, as well as help for those transitioning to civilian life. Military Service Warrior Transition programs may be utilized in concert.

a. Reunion Events. Provide return and reunion events and welcome-home events to celebrate the safe return of the Service members to their families and communities.

b. VA. Provide VA representation, briefings, consultations, and/or reference materials.

3. TAMP. Provide information regarding post-deployment limitations relating to TAMP and the opportunity related to TRICARE Reserve Select.

4. Post-Deployment Health Assessment (PDHA). Ensure the completion of a PDHA. DD Form 2795 is a required form that allows military personnel to record information about their general health and concerns prior to deployment. It aids health care providers to identify issues and provide medical care before, during and after deployment. Military personnel shall complete DD Form 2795 within 60 days before deployment. As a part of the assessment process, Service members must complete DD Form 2900. Internet forms may be locally reproduced; however, copies must be submitted electronically to DMSS. If these actions are performed at the 60-day point there is no need to perform the assessment at the 90-day phase. Services may require submission to DMSS via their surveillance hubs. A DD Form 2795 must be completed per the decision of the Combatant Commander, Military Service commander, or commander exercising operational control of the Service member, or if any health threats evolved from OEH or CBRN exposure during the deployment that warrants medical assessment or follow-up.



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5. Suicide Prevention and Community Healing Response. Provide National Guard and Reserve members, their families, and their communities with training in suicide prevention and community healing in response to suicide. The suicide prevention training shall describe warning signs and effective strategies for prevention and intervention; examine the influences of the military culture on risk and protective factors; and provide interactive case scenarios and role plays to practice effective intervention strategies.

6. Administration. Provide information and resources on services not limited to Military Service information, DEERS, and CEI. Update the status of Service members and their families in DEERS as medical and dental benefits are linked to DEERS.

7. Employment. Provide comprehensive financial and employment information and counseling services for Service members. Reinforce obligations and information regarding employment and finance.

a. Employer Support of Guard and Reserves (ESGR). Provide ESGR overview and USERRA briefings. Provide information on ESGR services focused on the Service member reentering the work force. The ESGR Ombudsman Services Program provides information on mediation of issues relating to compliance with USERRA.

b. Department of Labor (DOL). Provide information on the multiple resources the DOL provides to returning Service members.

c. TurboTAP. Provide information and services on TurboTAP. Each transitioning Service member is encouraged to establish a TurboTAP account within 48 hours of attending a TAP or as soon as they learn about this important resource. TurboTAP services are available and may be requested via TurboTap Web site <http://www.TurboTAP.org>.

d. Job Fairs. Provide information on job fairs and networking events geared towards a wide range of professional occupations.



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e. Financial Counseling. Provide access to financial and mortgage counseling according to References (g) and (i). Ensure financial counseling services are available for families to aid them in managing their finances post-deployment.

f. Small Business Administration (SBA). Provide information on the Office of Veterans Business Development and resources from the SBA.

g. Veterans Affairs (VA) Employment. Provide information on VA employment related services and programs available for veterans.

(b) Community/Outreach. Provide information or resources to organizations that connect groups, organizations or people who might not otherwise have access to services and may target a specific audience.

1. VA. Provide VA representation, briefings, consultations, and/or reference materials.

2. MOS. Provide information on MOS and resources and services available.

3. VSOs. Provide information on local and national level VSOs.

a. Reintegration. Provide a venue for a command freedom salute or Service-specific welcome home recognition programs if appropriate. Recognize the enduring bond among Soldiers, family, community, and veterans. Programs shall be designed to publicly acknowledge and celebrate the sacrifices of those who supported the President's call to duty.

b. Recognition. Provide recognition and appropriate acknowledgement of those employers who have been significant in the reintegration of Service members.



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# **Service Member and Family Universal Curriculum Recommendations and Identified Gaps**



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## Service Members and Family Universal Curriculum Recommendations and Identified Gaps

### *Overview*

Deployment curricula and resources for Service members and their families were reviewed in-depth for this section of the report. Materials identified by twenty survey respondents included training manuals, PowerPoint briefings, online modules, Service member handbooks, handouts, pamphlets, and web sites.

Information reviewed included curricula from the Army, Navy and Marine Corps. Air Force materials for Service members were not available for review. In total, ten (10) curricula were reviewed during three (3) independent rounds by a team of eleven (11) reviewers. To evaluate the degree to which the curricula content met DoD Guidance (DTM 08-029) and DoD Instruction (Core Curriculum Event Specific), a rating system was developed with scores ranging from 0 (indicating absence of information) to 3 (indicating information fully meets the Guidance and Instruction criteria, providing a thorough description of the topic and includes referral information)<sup>2</sup>.

An additional eighteen training modules and Service member handbooks were reviewed in a narrative format (located at the end of this section) due to; (1) either the in-depth approach toward the topic covered, and/or (2) information was not prescribed in DoD Guidance or Instruction, but is considered relevant for all branches of Service.

### *Recommendation Criteria*

Curriculum items that received a mean score of 2.5 or higher are recommended for adaptation across all Service Branches. Items that received mean scores lower than 2.5 warrant further modifications or expansion to include more information. Items identified as gaps are those in which no information was located throughout all curricula available for review.

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<sup>2</sup> Rating scale: 0=Information not included in curriculum; 1=The topic is mentioned, but description and referral information is missing; 2=The topic is briefly described and/or referral information is limited; 3= Meets guidance criteria-includes a complete description of the topic and includes referral information (i.e. how to obtain the service, contact information). A sample of the full scoring rubric may be found in *Appendix D*.



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Overall, results of the review indicate that nearly all topic areas prescribed in DoD Guidance (DTM 08-029) are represented when viewed in the context of examining all Service Branch curricula collectively. Identified gaps in information found in the review process are described below. Further detail regarding specific curricula recommended for adaptation across all Service Branches may be found in the accompanying tables located throughout this section.

Below, all findings are outlined utilizing the format; ***DoD Guidance/Instruction Content Item Title: DoD Instruction description.***

## **I. Pre-Deployment Curriculum Findings**

DoD Policy and Instruction content areas in which **information was unable to be located** include:

- **Civilian Employment Information (CEI):** Provide appropriate access for entry of CEI into Service member's Service-specific system. DoD database of record is the source for employer outreach programs.
- **Professional Licensing:** Provide information to maintain professional licensing and certifications while the Service member is deployed. The Office of the DUSD (MC&FP) and the DOL have established a program to support active duty military spouses in acquiring or renewing civilian professional licenses and certifications. Legal assistance shall be available to create documents needed during deployment.
- **Pre-Deployment Health Assessment (PDHA):** Ensure the completion [of this] required form that allows military personnel to record information about their general health and concerns prior to deployment. It aids healthcare providers to identify issues and provide medical care before, during and after deployment.
- **Sensitivity Training:** This item is included in DTM 08-029, however, is not included in DoD Instruction draft Core Curriculum Event specific.



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- **Small Business Administration (SBA):** Provide information regarding SBA programs that maximize utilization of Federal, State, and local entrepreneurial resources and agencies.
- **Explanation of the process of transitioning to civilian employment and community and family life and the resources available to assist them in this process:** This item is included in DTM 08-029, however is not included in DoD Instruction draft Core Curriculum Event specific.

DoD Policy and Instruction content areas that yielded limited information, and are **recommended for revision or expansion** include:

- **Child Custody Issues:** Provide information concerning child custody and child support issues.
- **Department of Labor (DOL) brief:** DOL should provide information regarding USERRA benefits and requirements for the Service members to ensure the ability to return to their appropriate positions upon return from deployment.
- **Suicide Prevention and Alcohol and Drug Abuse:** Provide suicide prevention and alcohol and drug abuse counseling information. Agencies such as Military OneSource enable assistance utilizing counseling hotlines or outreach during times of crisis.
- **Department of Veterans Affairs (VA) Benefits and Support**

### ***Pre- Deployment Curriculum Recommendations***

All content items identified in *Table 1* received a mean score of at least a 2.5 on a 3 point scale, and thereby warrant recommendation for adaptation across all Service Branches. In some cases, more than one curriculum received a high score. All listed curricula are recommended for consideration for inclusion in a comprehensive, universal deployment curriculum.



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**Table 1: Pre-Deployment Recommended Curricula**

DOD Instruction Content Criteria	Recommended Curricula
<b>Medical, Dental, and Mental Health Benefits</b>	
<p><b>TRICARE</b> information is provided which explains how the system works for both new and existing members.</p>	<ul style="list-style-type: none"> <li>✓ Army Family Team Building Level I</li> <li>✓ Navy Deployment Program Handbook</li> <li>✓ Navy Deployment Program Handbook Appendix C</li> <li>✓ Navy IA Family Handbook</li> </ul>
<p><b>TRICARE Dental Program (TDP)</b> information is provided which explains the insurance program and the differences between civilian dental providers and those accepted by TDP.</p>	<ul style="list-style-type: none"> <li>✓ Army Family Team Building Level I</li> <li>✓ Navy Deployment Program Handbook</li> </ul>
<p><b>Mental Health</b> resources and information regarding available services are provided.</p>	<ul style="list-style-type: none"> <li>✓ Army OPReady</li> <li>✓ Married Marine Pre-Deployment Brief</li> </ul>
<p><b>Operational Stress Control (OSC)</b> is explained including OSC's methodology and the long-term understanding on how OSC affects Service members and their families.</p>	<ul style="list-style-type: none"> <li>✓ Marine Corps Effects of Combat Operational Stress on Marines and Families</li> <li>✓ Marine Corps Operational Stress Training</li> <li>✓ Marine Corps Combat OSC: Coping with Deployment Stress</li> </ul>
<b>Administration</b>	
<p><b>Defense Enrollment Eligibility Reporting System (DEERS)</b> information is provided.</p>	<ul style="list-style-type: none"> <li>✓ Army OPReady</li> <li>✓ Married Marine Pre-Deployment Brief</li> <li>✓ Navy Deployment Program Handbook</li> <li>✓ Navy Deployment Program Handbook Appendix C</li> <li>✓ Navy IA Family Handbook</li> </ul>
<p><b>Service Branch websites</b> and other resource websites are provided.</p>	<ul style="list-style-type: none"> <li>✓ Army Family Team Building Level I</li> <li>✓ Marine Corps Combat OSC: Coping with Deployment Stress</li> <li>✓ Navy Deployment Program Handbook</li> <li>✓ Navy Deployment Program Handbook Appendix C</li> <li>✓ Navy IA Family Handbook</li> </ul>



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**Table 1: Pre-Deployment Recommended Curricula (continued)**

DOD Instruction Content Criteria	Recommended Curricula
<b>Financial and Employment Information</b>	
<b>Employer Support of the Guard/Reserves (ESGR)</b> information is provided.	✓ Navy Deployment Program Handbook
<b>Financial Planning and/or Counseling</b> information is offered to assist Service members and families develop a savings plan and learn how to manage their finances during all phases of deployment.	<ul style="list-style-type: none"> <li>✓ Army OPReady</li> <li>✓ Army Family Team Building Level I</li> <li>✓ Army Financial Readiness</li> <li>✓ Single Marine Pre-Deployment Brief</li> <li>✓ Married Marine Pre-Deployment Brief</li> <li>✓ Marine Financial Planning for Deployment</li> <li>✓ Navy Deployment Program Handbook</li> <li>✓ Navy Deployment Program Handbook Appendix C</li> <li>✓ Navy IA Family Handbook</li> </ul>
<b>Financial and Housing/ Mortgage Counseling</b> access information is provided.	✓ Army OPReady
<b>Service member Relief Act (SCRA)</b> information is provided.	<ul style="list-style-type: none"> <li>✓ Army OPReady</li> <li>✓ Navy Deployment Program Handbook</li> <li>✓ Navy Deployment Program Handbook Appendix C</li> <li>✓ Navy IA Family Handbook</li> </ul>
<b>Legal</b>	
<b>Power of Attorney (POA)</b> information, including the various types of POAs and local variations is provided.	<ul style="list-style-type: none"> <li>✓ Army OPReady</li> <li>✓ Navy Deployment Program Handbook</li> <li>✓ Navy Deployment Program Handbook Appendix C</li> <li>✓ Navy IA Family Handbook</li> </ul>
<b>Wills and Estate Planning</b> information is provided which includes the assignment of a POA, creating a living will and/or designating a health-care proxy (medical POA).	<ul style="list-style-type: none"> <li>✓ Army OPReady</li> <li>✓ Navy Deployment Program Handbook</li> <li>✓ Navy Deployment Program Handbook Appendix C</li> <li>✓ Navy IA Family Handbook</li> </ul>



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**Table 1: Pre-Deployment Recommended Curricula (continued)**

DOD Instruction Content Criteria	Recommended Curricula
<b>Legal (continued)</b>	
<b>Legal Guardianship</b> information is provided which includes guidance, education and an understanding of the selection process of a legal guardian and the personal impact of choosing a legal guardianship may have.	✓ Navy Deployment Program Handbook
<b>Housing and Rental</b> information is provided, including how to manage agreements.	✓ Navy Deployment Program Handbook
<b>Family Care Plan</b> information is provided.	✓ Single Marine Pre-Deployment Brief ✓ Married Marine Pre-Deployment Brief ✓ Navy Deployment Program Handbook
<b>Community/Outreach</b>	
<b>Community Resources</b> offering services that connect specific audiences to groups, institutions, or other organizations is provided.	✓ Army OPReady ✓ Army Family Team Building Level I ✓ Navy Deployment Program Handbook ✓ Navy Deployment Program Handbook Appendix C ✓ Navy IA Family Handbook
<b>American Red Cross</b> information is provided.	✓ Married Marine Pre-Deployment Brief ✓ Navy Deployment Program Handbook ✓ Navy Deployment Program Handbook Appendix C ✓ Navy IA Family Handbook
<b>Community Programs</b> and local regional community programs that offer key sources of integrated information is provided.	✓ Army OPReady ✓ Army Family Team Building Level I ✓ Navy Deployment Program Handbook ✓ Navy IA Family Handbook
<b>Youth Programs</b> and activities, specifically designed to involve youths between ages 10-19 and provide youth development through recreation, social life, prevention, intervention, or education is included.	✓ Army OPReady ✓ Navy Deployment Program Handbook ✓ Navy Deployment Program Handbook Appendix C ✓ Navy IA Family Handbook



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**Table 1: Pre-Deployment Recommended Curricula (continued)**

DOD Instruction Content Criteria	Recommended Curricula
<b>Community/Outreach (continued)</b>	
<b>Government Agencies and NGO's</b> offering financial aid for families, specifically emergency assistance for families while Service member is deployed information is provided.	<ul style="list-style-type: none"> <li>✓ Army Family Team Building Level I</li> <li>✓ Navy Deployment Program Handbook</li> <li>✓ Navy Deployment Program Handbook Appendix C</li> <li>✓ Navy IA Family Handbook</li> </ul>
<b>Military OneSource</b> information including how to access site is provided.	<ul style="list-style-type: none"> <li>✓ Army OPReady</li> <li>✓ Navy Deployment Program Handbook</li> <li>✓ Navy Deployment Program Handbook Appendix C</li> <li>✓ Navy IA Family Handbook</li> <li>✓ Marine Corps Combat OSC-Coping with Deployment Stress</li> <li>✓ Military OneSource Core Slides and Matrix</li> </ul>
<b>Special/Spiritual</b>	
<b>Chaplain Services</b> information is provided.	<ul style="list-style-type: none"> <li>✓ Navy Deployment Program Handbook</li> <li>✓ Navy Deployment Program Handbook Appendix C</li> <li>✓ Navy IA Family Handbook</li> </ul>
<b>Marriage Enrichment</b> programs information, which enable married couples to strengthen relationships, enhance personal growth and family wellness during all deployment phases is offered.	<ul style="list-style-type: none"> <li>✓ Navy Deployment Program Handbook</li> <li>✓ Navy IA Family Handbook</li> </ul>
<b>Effective Communication Skills</b> programs which include methods that may be used during unexpected events or deployment in order to maintain positive connections with spouse, family, friends, and community are provided.	<ul style="list-style-type: none"> <li>✓ Army OPReady</li> <li>✓ Army Family Team Building Level I</li> <li>✓ Single Marine Pre-Deployment Brief</li> <li>✓ Married Marine Pre-Deployment Brief</li> <li>✓ Navy Deployment Program Handbook</li> <li>✓ Navy Deployment Program Handbook Appendix C</li> <li>✓ Navy IA Family Handbook</li> </ul>
<b>Sexual Assault Prevention and Response (SAPR)</b> Program information is provided.	<ul style="list-style-type: none"> <li>✓ Navy Deployment Program Handbook</li> </ul>
<b>Alcohol and Drug Abuse</b> counseling information is provided.	<ul style="list-style-type: none"> <li>✓ Army OPReady</li> </ul>



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**Table 1: Pre-Deployment Recommended Curricula (continued)**

DOD Instruction Content Criteria	Recommended Curricula
<b>Special/Spiritual (continued)</b>	
<b>Single-Service member (unmarried) Programs</b> information and/or resources are provided.	<ul style="list-style-type: none"> <li>✓ Single Marine Pre-Deployment Brief</li> <li>✓ Army OPReady</li> <li>✓ Navy Deployment Program Handbook</li> </ul>
<b>Military OneSource</b> information including how to access site is provided.	<ul style="list-style-type: none"> <li>✓ Army OPReady</li> <li>✓ Navy Deployment Program Handbook</li> <li>✓ Navy Deployment Program Handbook Appendix C</li> <li>✓ Navy IA Family Handbook</li> <li>✓ Marine Corps Combat OSC :Coping with Deployment Stress</li> <li>✓ Military OneSource Core Slides and Matrix</li> </ul>
<b>Family Team Building Programs</b> information, including any and all family programs and spouse organizations that promote unity, resiliency, and support networks among spouses is provided.	<ul style="list-style-type: none"> <li>✓ Army OPReady</li> <li>✓ Army Family Team Building Level I</li> <li>✓ Navy IA Family Handbook</li> </ul>



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## II. Deployment Curricula Findings

No gaps in DoD Policy and Instruction content areas were found during this deployment stage among the materials reviewed. DoD Policy and Instruction content areas that provided limited information, and are **recommended for revision or expansion** include:

- **Employer Outreach:** Provide information on employer outreach programs.
- **Suicide Prevention and Community Healing and Response:** Provide NG and Reserve members, their families and their communities with training in suicide prevention and community healing in response to suicide. The suicide prevention training shall describe warning signs and outline effective strategies for prevention and intervention; examine the influences of the military culture on risk and protective factors; and provide interactive case scenarios and role plays to practice effective intervention strategies.
- **Department of Veterans Affairs (VA) Benefits and Support**
- **Veteran Service Organizations (VSO):** Provide information on available resources

### ***Deployment Curriculum Recommendations***

All content items identified in *Table 2* received a mean score of at least a 2.5 on a 3 point scale, warranting recommendation for adaptation across all Service Branches. In some cases, more than one curriculum received a high score. All listed curricula are recommended for consideration for inclusion in a comprehensive, universal deployment curriculum.

**Table 2: Deployment Recommended Curricula**

DoD Instruction Content Criteria	Recommended Curricula
<b>Special /Spiritual</b>	
Chaplain Services information is provided.	<ul style="list-style-type: none"> <li>✓ Navy Deployment Program Handbook</li> <li>✓ Navy Pre-Deployment</li> <li>✓ Navy Deployment Handbook</li> <li>✓ Navy IA Family Handbook</li> </ul>



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**Table 2: Deployment Recommended Curricula (continued)**

DoD Instruction Criteria	Recommended Curricula
<b>Special /Spiritual (continued)</b>	
<b>Alcohol and Drug Abuse</b> counseling referral information is provided.	✓ Army OPReady
<b>Medical/Dental/Mental Health</b>	
<b>Operational Stress Control (OSC)</b> is explained including OSC's methodology and the long-term understanding on how OSC affects Service members and their families.	<ul style="list-style-type: none"> <li>✓ Marine Corps Operational Stress Training</li> <li>✓ Marine Corps Return and Reunion &amp; Guide</li> <li>✓ Marine Corps Effects of Combat Operational Stress on Marines and Family</li> <li>✓ Marine Corps Combat OSC: Coping with Deployment</li> </ul>
<b>Community/Outreach</b>	
<b>Community Resources</b> information, including services that connect specific audiences to groups, institutions, or other organizations is provided.	<ul style="list-style-type: none"> <li>✓ Army OPReady</li> <li>✓ Army Family Team Building Level I</li> <li>✓ Navy Deployment Program Handbook</li> <li>✓ Navy Deployment Program Handbook Appendix C</li> <li>✓ Navy IA Family Handbook</li> </ul>
<b>American Red Cross</b> information is provided.	<ul style="list-style-type: none"> <li>✓ Married Marine Pre-Deployment Brief</li> <li>✓ Navy Deployment Program Handbook</li> <li>✓ Navy Deployment Program Handbook Appendix C</li> <li>✓ Navy IA Family Handbook</li> </ul>
<b>Child Care</b> services information is offered, specifically for when the Service member is deployed.	<ul style="list-style-type: none"> <li>✓ Navy IA Family Handbook</li> <li>✓ ID Army NG ChildCare for Military Families</li> </ul>
<b>Youth Programs</b> and activities, specifically designed to involve youths between ages 10-19 and provide youth development through recreation, social life, prevention, intervention, or education is included.	<ul style="list-style-type: none"> <li>✓ Army OPReady</li> <li>✓ Navy Deployment Program Handbook</li> <li>✓ Navy Deployment Program Handbook Appendix C</li> <li>✓ Navy IA Family Handbook</li> </ul>
Information on <b>Community Programs</b> and local regional community programs that offer key sources of integrated information is provided.	<ul style="list-style-type: none"> <li>✓ Army OPReady</li> <li>✓ Army Family Team Building Level I</li> <li>✓ Navy Deployment Program Handbook</li> <li>✓ Navy IA Family Handbook</li> </ul>



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**Table 2: Deployment Recommended Curricula (continued)**

DoD Instruction Criteria	Recommended Curricula
<b>Financial/Employment</b>	
<b>Employer Support of the Guard/Reserves (ESGR)</b> information is provided.	✓ Navy Deployment Program Handbook
<b>Financial Planning and/or Counseling</b> information is provided that helps Service members and families develop a savings plan and learn how to manage their finances during all phases of deployment.	<ul style="list-style-type: none"> <li>✓ Army OPReady</li> <li>✓ Army Family Team Building Level I</li> <li>✓ Army Financial Readiness</li> <li>✓ Marines Financial Planning for Deployment</li> <li>✓ Single Marine Pre-Deployment Brief</li> <li>✓ Married Marine Pre-Deployment Brief</li> <li>✓ Navy Deployment Program Handbook</li> <li>✓ Navy Deployment Program Handbook Appendix C</li> <li>✓ Navy IA Family Handbook</li> </ul>

**III. Post-Demobilization, Post-Deployment/Reintegration Curricula Findings**

DoD Policy and Instruction content areas identified for this deployment stage in which **information was unable to be located** include:

- **Safety Briefings:** Ensure safety officers, and/or local police, or Dept. of Motor Vehicle personnel provide information to acquaint Service members with the local laws governing driving in the communities. The driving strategies used in combat pose a detriment to the communities and the Service members and must be addressed. Post-deployment safety incidents are significant due to the previous levels of combat or deployment stress. Also provide information relating to adverse behaviors involving safety and risk management.
- **Turbo TAP:** Provide information on and encourage the establishment of a TurboTAP account within 48 hours of attending a TAP or as applicable.



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- **Transition Assistance Advisor (TAA) Program:** Provide information on the TAA program, which provides the statewide point of contact to assist members in accessing VA benefits and healthcare services. TAAs also provide assistance in obtaining entitlements through the TRICARE Military Health System and access to community resources.

Content areas that contained limited information, and are **recommended for revision or expansion** include:

- **Education Benefits**
- **Department of Labor briefing information**
- **Post-Deployment Health Assessment (PDHA):** Ensure the DD Form 2796, 'Post Deployment Health Assessment (PDHA) was completed during demobilization. Provide a face-to-face health assessment with a trained healthcare provider for deploying personnel who are required to complete DD Form 2796.
- **Suicide Prevention and community healing and response** information is provided which includes providing Service members and their families with training on suicide prevention and community healing in response to suicide.
- **Transitional Assistance Management Program (TAMP):** Provide information regarding post-deployment limitations relating to and the opportunity related to TRICARE Reserve Select.
- **VA Medical Centers:** Provide information on services and programs available through VA Medical Centers
- **Veteran Service Organizations (VSO):** Provide information on available resources



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## Post-Deployment/Reintegration Curriculum Recommendations

All content items identified in *Table 3* received a mean score of at least a 2.5 on a 3 point scale, warranting recommendation for adaptation across all Service Branches. In some cases, more than one curriculum received a high score. All listed curricula are recommended for consideration for inclusion in a comprehensive, universal deployment curriculum.

**Table 3: Post-Demobilization, Post-Deployment/Reintegration Curricula (30-day Events)**

DoD Instruction Criteria	Recommended Curricula
<b>Medical/Dental/Mental Health</b>	
<b>Operational Stress Control</b> information (OSC) is provided.	<ul style="list-style-type: none"> <li>✓ Marine Operational Stress Training</li> <li>✓ Marine Corps Effects of Combat Operational Stress on Marines and Families</li> <li>✓ Married Marine Pre-Deployment Brief</li> <li>✓ Marine Corps Family Transition II- Post Deployment Stress Workshop</li> <li>✓ Navy IA Family Handbook</li> </ul>
<b>Special/Spiritual</b>	
<b>Sexual Assault Prevention and Response (SAPR)</b> program information is provided.	<ul style="list-style-type: none"> <li>✓ Navy Deployment Program Handbook</li> </ul>
<b>Chaplain Services</b> information is provided.	<ul style="list-style-type: none"> <li>✓ Navy Deployment Program Handbook</li> <li>✓ Navy Deployment Program Handbook Appendix C</li> <li>✓ Navy IA Family Handbook</li> </ul>
<b>Community/Outreach</b>	
<b>Community Resources</b> information, offering services that connect specific audiences to groups, institutions, or other organizations is provided.	<ul style="list-style-type: none"> <li>✓ Army Family Team Building Level I</li> <li>✓ Army OPReady</li> <li>✓ Marine Corps Return and Reunion &amp; Guide</li> <li>✓ Marine Corps Family Transition II- Post Deployment Stress Workshop for Families</li> <li>✓ Navy Deployment Program Handbook</li> <li>✓ Navy Deployment Program Handbook Appendix C</li> <li>✓ Navy IA Family Handbook</li> </ul>



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**Table 3: Post Demobilization, Post-Deployment/Reintegration Curricula (30-day Events)  
[continued]**

DoD Instruction Criteria	Recommended Curricula
<b>Community/Outreach (continued)</b>	
<b>Military OneSource</b> information including how to access site is provided.	<ul style="list-style-type: none"> <li>✓ Army OPReady</li> <li>✓ Marine-Coping with Deployment Stress</li> <li>✓ Navy Deployment Program Handbook</li> <li>✓ Navy Deployment Program Handbook Appendix C</li> <li>✓ Navy IA Family Handbook</li> <li>✓ Military OneSource Core Slides and Matrix</li> </ul>
<b>American Red Cross</b> information is provided.	<ul style="list-style-type: none"> <li>✓ Navy Deployment Program Handbook</li> <li>✓ Navy Deployment Program Handbook Appendix C</li> <li>✓ Navy IA Family Handbook</li> </ul>
<b>Financial/Employment</b>	
<b>Employer Support of the Guard/Reserves (ESGR)</b> information is provided.	✓ Navy Deployment Program Handbook
<b>ESGR Ombudsman Service Program</b> information is provided.	✓ Navy Deployment Program Handbook
<b>Job Fairs</b> and networking opportunity information is provided.	✓ Navy Deployment Program Handbook
<b>Financial and Housing/ Mortgage Counseling</b> information is provided.	✓ Navy Deployment Program Handbook
<b>Administration</b>	
<b>Defense Enrollment Eligibility Reporting System (DEERS)</b> information is provided.	<ul style="list-style-type: none"> <li>✓ Single Marine Pre-Deployment Brief</li> <li>✓ Navy IA Family Handbook</li> <li>✓ Navy Deployment Program Handbook</li> <li>✓ Navy Deployment Program Handbook Appendix C</li> </ul>



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**Table 3: Post-Demobilization, Post-Deployment/Reintegration Curricula (60-day Events)**

DoD Instruction Criteria	Recommended Curricula
<b>Medical/Dental/Mental Health</b>	
<b>Operational Stress Control (OSC)</b> information is provided.	<ul style="list-style-type: none"> <li>✓ Marine Operational Stress Training</li> <li>✓ Marine Corps Family Transition II- Post Deployment Stress Workshop for Families</li> <li>✓ Marine Corps Effects of Combat Operational Stress on Marines and Families</li> </ul>
<b>Financial/Employment</b>	
<b>Employer Support of the Guard/Reserves (ESGR)</b> information is provided.	✓ Navy Deployment Program Handbook
<b>Job Fairs</b> and networking opportunity information is provided.	✓ Navy Deployment Program Handbook
<b>Financial and Housing/ Mortgage Counseling</b> information is provided.	✓ Navy Deployment Program Handbook
<b>Financial Planning and/or Counseling</b> information is provided that helps Service members and families develop a savings plan and learn how to manage their finances during all phases of deployment.	<ul style="list-style-type: none"> <li>✓ Army Family Team Building Level I</li> <li>✓ Army Financial Readiness</li> <li>✓ Marine Corps Financial Planning for Deployment</li> <li>✓ Navy Deployment Program Handbook</li> </ul>
<b>Community/Outreach</b>	
<b>Community Resource</b> information regarding services that connect specific audiences to groups, institutions, or other organizations is provided.	<ul style="list-style-type: none"> <li>✓ Army Family Team Building Level I</li> <li>✓ Army OPReady</li> <li>✓ Marine Corps Return and Reunion &amp; Guide</li> <li>✓ Marine Corps Family Transition II- Post Deployment Stress Workshop for Families</li> <li>✓ Navy Deployment Program Handbook</li> <li>✓ Navy Deployment Program Handbook Appendix C</li> <li>✓ Navy IA Family Handbook</li> </ul>



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**Table 3: Post Demobilization, Post-Deployment/Reintegration Curricula (60-day Events)  
[continued]**

DoD Instruction Criteria	Recommended Curricula
<b>Community/Outreach (continued)</b>	
<p><b>Military OneSource</b> information including how to access site is provided.</p>	<ul style="list-style-type: none"> <li>✓ Army OPReady</li> <li>✓ Navy Deployment Program Handbook</li> <li>✓ Navy Deployment Program Handbook Appendix C</li> <li>✓ Navy IA Family Handbook</li> <li>✓ Marine Corps Combat OSC: Coping with Deployment Stress</li> <li>✓ Military OneSource Core Slides and Matrix</li> </ul>

**Post-Demobilization, Post-Deployment/Reintegration Curricula (90-day Events)**

<b>Medical/Dental/Mental Health</b>	
<p><b>Operational Stress Control (OSC)</b> program information, specifically for anger management, substance abuse, and/or compulsive behavior is provided.</p>	<ul style="list-style-type: none"> <li>✓ Marine Corps Operational Stress Training</li> <li>✓ Marine Corps Return and Reunion &amp; Guide</li> <li>✓ Marine Corps Family Transition II- Post Deployment Stress Workshop for Families</li> </ul>
<p><b>Operational Stress Control (OSC)</b> program information specifically regarding marriage counseling, marriage workshops, single Service members programs, effective communication is provided.</p>	<ul style="list-style-type: none"> <li>✓ Navy Deployment Program Handbook</li> <li>✓ Marine Corps Return and Reunion &amp; Guide</li> <li>✓ Marine Corps Family Transition II- Post Deployment Stress Workshop for Families</li> </ul>
<p><b>Reintegration programs, resources and services</b>, including information on support, advocacy, and referrals to resources for families and/or for wounded, ill or injured Service members and their families are provided.</p>	<ul style="list-style-type: none"> <li>✓ Army OPReady</li> <li>✓ Navy Deployment Program Handbook</li> <li>✓ Navy IA Family Handbook</li> <li>✓ Marine Corps Return and Reunion &amp; Guide</li> <li>✓ Marine Corps Family Transition II- Post Deployment Stress Workshop for Families</li> </ul>
<p><b>Defense Enrollment Eligibility Reporting System (DEERS)</b> information is provided.</p>	<ul style="list-style-type: none"> <li>✓ Navy Deployment Program Handbook</li> <li>✓ Navy Deployment Program Handbook Appendix C</li> <li>✓ Navy IA Family Handbook</li> </ul>



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**Table 3: Post Demobilization, Post-Deployment/Reintegration Curricula (90-day Events)  
[continued]**

DoD Instruction Criteria	Recommended Curricula
<b>Financial/Employment</b>	
<b>Financial Planning and/or Counseling information</b> that helps Service members and families develop a savings plan and learn how to manage their finances during all phases of deployment.	<ul style="list-style-type: none"> <li>✓ Army Team Building Level I</li> <li>✓ Navy IA Family Handbook</li> <li>✓ Navy Deployment Program Handbook</li> <li>✓ Navy Deployment Program Handbook Appendix C</li> <li>✓ Marine Corps Financial Planning for Deployment</li> </ul>
<b>Employment Services</b> resources and information is provided.	<ul style="list-style-type: none"> <li>✓ Army Team Building Level I</li> <li>✓ Navy Deployment Program Handbook</li> </ul>
<b>Financial and Housing/ Mortgage Counseling</b> information is provided.	<ul style="list-style-type: none"> <li>✓ Navy Deployment Program Handbook</li> </ul>
<b>Community/Outreach</b>	
<b>Community Resources</b> offering services that connect specific audiences to groups, institutions, or other organizations is provided.	<ul style="list-style-type: none"> <li>✓ Army Team Building Level I</li> <li>✓ Marine Corps Family Transition II- Post Deployment Stress Workshop for Families</li> <li>✓ Navy Deployment Program Handbook</li> <li>✓ Navy Deployment Program Handbook Appendix C</li> <li>✓ Navy IA Family Handbook</li> </ul>
<b>Military OneSource</b> information including how to access site is provided.	<ul style="list-style-type: none"> <li>✓ Army OPReady</li> <li>✓ Marine Corps Combat OSC: Coping with Deployment Stress</li> <li>✓ Military OneSource Core Slides and Matrix</li> <li>✓ Navy Deployment Program Handbook</li> <li>✓ Navy Deployment Program Handbook Appendix C</li> <li>✓ Navy IA Family Handbook</li> </ul>



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#### **IV. Additional Service Member and Family Curricula Recommendations**

Several Service Branch developed curricula are being utilized to assist Service members and their families with military family life and life skills. While some of the content is directly applied to DoD Guidance and Instruction, much of it is supplemental, and very relevant, to military Service members and their families across all Service Branches. In the following section, narrative reviews of curriculum developed by the Army, Navy and Marine Corps are provided. All of the described curricula are recommended for consideration for applicable use across all Service Branches due to the universality of the topics covered. For example, topics include reconnecting with children after deployment, understanding post-traumatic stress in family members, understanding child development and parenting of infants, among others. The resources reviewed include online self-guided modules, handbooks, and trainer/professional facilitated workshops.

##### **Army Family Team Building Level II**

**Type of Resource:** Self-Guided Online Training

**Target Population:** Service members and emerging leaders within the Army community

**Materials Reviewed:** Online training modules

**Objective(s):** To develop the professional and personal leadership skills of Service members

**Recommended Use of Material:** This training is focused on developing the leadership skills of Service members and emerging leaders in the Army community. Sessions are well designed, comprehensive and easy to navigate. The modules cover a range of topics to enhance professional and personal skills, including: Communication; Stress Management; Enhancing Personal Relationships. Modules *Crisis, Coping and Grieving*, and *Family Readiness Groups and the Deployment Cycle* may especially benefit Service members and families during the demobilization and reintegration stages.



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**Description and Assessment of Material:** This self-guided online training includes fourteen video modules focused on developing leadership skills for Service members and emerging leaders in the Army community. The modules include the following:

1. Communication
2. Personal Time Management
3. Stress Management
4. Acknowledge Change
5. Exploring Personality Traits
6. Enhancing Personal Relationships
7. Team Dynamics
8. Personal Conflict Management
9. Creative Problem Solving
10. Traditions, Customs, Courtesies, and Protocol
11. Crisis, Coping, and Grieving
12. The Volunteer Experience
13. Family Readiness Groups and the Deployment Cycle
14. Introduction to Leadership

Each module is an interactive online streaming video that includes an introduction, an overview of the lesson's goals, exercises, and a quiz. During the session, participants receive a thorough explanation of the topic's definition, principles, barriers and tips to help Service members develop strong leadership skills. Furthermore, participants learn to identify their strengths and weaknesses, and receive useful tips on how to improve in these areas.

The interactive exercises are a great tool to help participants learn and understand how to incorporate skills learned in the session into their professional and personal roles. In addition, a glossary, list of resources, and the transcription of the lesson can easily be accessed by clicking on the appropriate icon. This training is accessible through [www.myarmyonesource.com](http://www.myarmyonesource.com).

### **Army Family Team Building Level III**

**Type of Resource:** Self-Guided Online Training

**Target Population:** Experienced Army family members who may assume leadership roles

**Materials Reviewed:** Online training modules



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**Objective(s):**

- To enhance the leadership skills of experienced Service members through a ten (10) module training
- Provide educational tools and techniques to help develop management skills

**Recommended Use of Material:** This training is focused on developing the leadership skills of Service members and emerging leaders in the Army community. The self-guided online training series includes streaming video modules that are well designed, comprehensive and easy to navigate. The modules cover an array of topics to enhance professional and personal skills.

**Description and Assessment of Material:** This self-guided online training includes ten (10) video modules focused on enhancing leadership and management skills for experienced Service members assuming leadership roles.

The following topics are included in the training, available through [www.myarmyonesource.com](http://www.myarmyonesource.com):

1. Communication Skills for Leaders
2. Understanding Needs
3. Leadership Skills
4. Building Cohesive Teams
5. Managing Group Conflict
6. Leader Assisted Problem Solving
7. Delegation for Leaders
8. Meeting Management
9. Coaching and Mentoring
10. Family Readiness Groups and the Deployment Cycle

Each module contains an introduction, an overview of the lesson’s goals, exercises, and a quiz. During each session, participants receive a thorough explanation of topic’s definition, principles, and tips to develop leadership and management skills. The lesson also discusses theories and research to further support the various concepts and techniques taught throughout each module.



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Participants learn how to use different management and leadership techniques with their staff or groups in order to produce the best outcomes. The interactive exercises further enhance understanding of the topic and provide examples for incorporation of the skills into professional roles. A glossary, list of resources, and the transcription of the lesson is accessible by clicking on the appropriate icon.

## **Marine Corps Community Services: Safe and Sound at Home**

**Type of Resource:** Facilitated workshop

**Target Population:** Spouse and family members

**Materials Reviewed:** Trainer’s manual

**Objective:** To address safety issues and provide tips in four areas: Home; Car; Personal, and Crisis situations.

**Recommended Use of Materials:** The workshop provides valuable safety tips for families. This workshop is recommended for use during pre-deployment and deployment. The workshop may be facilitated by trained and experienced volunteers or staff. A resource guide or accompanying handouts are recommended for participants.

**Description and Assessment of Material:** The workshop is one of five (5) “Beyond the Brief” workshops offered to Marine Corps spouses and family members during deployment. This session is designed to provide information and useful tips regarding how to incorporate safety measures to help protect the family while the Service member is deployed, in four (4) specific areas: Home; Car; Personal and; Crisis situations. At the end of each section, a scenario is provided to encourage interactive group discussion. It is unknown how the workshop is facilitated; however, included notes reference a trainer’s guide for further information regarding the workshop’s learning objectives, room set-up and suggested facilitators (guide unavailable for review). The workshop also provides information and referral sources for CPR and self-defense training as additional safety measures.



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## Marine Corps Community Services: Casualty Assistance

**Type of Resource:** Facilitated workshop

**Target Population:** Population is unidentified, recommended for spouse and adult family members

**Materials Reviewed:** PowerPoint slides and trainer notes

**Objective(s):**

- Provides an in-depth overview of casualty protocols
- Information on the notification process, including role of Casualty Assistance Calls Officer (CACO)
- Explanation of benefits, entitlements, and other available resources

**Recommended Use of Material:** The materials are well designed, comprehensive and provide very detailed information on casualty protocols. Due to the sensitive subject matter, it is recommended the workshop be facilitated by an experienced crisis intervention counselor and CACO in small groups. Furthermore, we recommend the full workshop to be delivered as needed, however, an abbreviated version may be useful for all families during pre-deployment.

**Description and Assessment of Material:** The workshop includes a 30-slide PowerPoint and facilitator notes (no additional handouts or materials were provided for review). The presentation provides an in-depth overview of the casualty protocol, including information about the notification process, benefits and available resources for families. This workshop is one of five (5) “Beyond the Brief” workshops available to families.

During the workshop, the facilitator reviews how a casualty is defined, the duties of the Casualty Assistance Calls Officer (CACO), who serves as a liaison and resource for the family, and the benefits and entitlements the family is eligible to receive. Participants specifically learn about the casualty assistance process, including burial/memorial costs, insurance and survivor benefits, arrears, travel costs, education reimbursements, and various other allowances. At the end of the session, a list of resources of military organizations that can further provide support



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and assistance to the family is provided (Military OneSource, American Red Cross, Navy Marine Corps Relief Society, etc.).

### **Marine Corps Community Services: Return and Reunion for Spouses**

**Type of Resource:** Facilitated workshop

**Target Population:** Spouses of Marine Corps Service members

**Materials Reviewed:** PowerPoint slides, trainer notes, and participant handbook

**Objective(s):**

- Focused on addressing reintegration concerns for the spouse and family
- Address the emotional and personal challenges faced by the family during the Service member's deployment

**Recommended Use of Material:** This workshop is designed for spouses during the demobilization phase to prepare for reunion with the Service member. The workshop, along with the participant handbook is comprehensive. The handbook is a useful resource for both the spouse and Service member, and it is recommended for all families to assist them in preparing for the reintegration process. This session may be best facilitated by a mental health professional.

**Description and Assessment of Material:** The 15- slide PowerPoint presentation is designed for spouses of deployed Service members and is mainly focused on addressing reintegration concerns. Through discussions facilitated by the trainer, topics such as "Where have I been" and "Where I'm about to be" address the emotional and personal challenges a spouse may have faced while the Service member was deployed. This may include issues in managing financial obligations (i.e. mortgage, car maintenance, bills), raising the family alone, and/or dealing with feelings of loneliness and anxiety.

The workshop also helps to prepare the family for the Service member's return by providing information on what to expect, including changes in their behavior and roadblocks



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(alcohol/substance abuse, unresolved issues, and unrealistic expectations) they may experience during reintegration. Information regarding how to help the Service member through these challenges is discussed and tips on how to provide a smoother transition are outlined. This workshop is accompanied by the *Return and Reunion Guide for Marines and Family* handbook which provides information on the following topics: Healing stress injuries; Single Marines; Married Marines; Children; Single parents; Reservist; and Homecoming tips. The handbook is a useful tool for all Service members as well as spouses and includes different sections designed for each population. Each section provides an overview of what to expect when returning, tips to manage various challenges, and available resources to help each member through these stages. A descriptive list of military organizations and resources is also included.

## **Marine Corps Family Transition II- Post Deployment Stress Workshop for Families**

**Type of Resource:** Facilitated workshop

**Target Population:** Spouses of Marine Corps Service members

**Materials Reviewed:** PowerPoint slides and accompanying participant guide

**Objective(s):**

- Review the different sources of stress after deployment
- Provide an overview of Combat Operation Stress
- Discuss eight (8) areas affecting the Service member's life and everyday functions

**Recommended Use of Materials:** This workshop provides spouses of Service members with a substantial amount of information regarding various levels of post deployment stress. The information is well-designed and comprehensive. The workshop includes an activity which can be very helpful for families to discuss concerns or challenges they may be experiencing regarding the post-deployment adjustment. This session is best facilitated in small groups to allow participants to share experiences and provide support to one another. Further, it is recommended that the session is facilitated by a mental health professional, or trained and skilled facilitator with knowledge of appropriate referral sources as needed for participants.



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**Description and Assessment of Material:** This workshop includes a PowerPoint presentation and is designed to help the spouse and family understand post deployment stress. The goals of the workshop are to review the different sources of stress after deployment, provide an overview of combat operation stress and discuss eight (8) areas affecting the service member's life and everyday functions. These areas include: Relationships; work function; public behavior; substance use/abuse; money and finance; physical and mental health; life roles; and spirituality. During the workshops, the facilitator discusses the impact of stress on Service members, behaviors associated with stress, and how to identify the difference between the symptoms of stress injuries and stress illness.

To further assist spouses in understanding this topic, a self-assessment activity is included that allows for an interactive discussion focused on eight (8) life and function areas. The activity categorizes a list of behaviors into three (3) areas: "Okay", "Needs Work" and "Needs Help" to best identify areas that may require support. A list of resources and tools are available for each of the identified areas to help families address concerns affecting the Service member and family. An additional list with general resources is also provided including: Chaplain Primary Care Providers, Medical Treatment Facility, Marine Corps Community Service, MOS, Vet Centers, Mental Health Services through TRICARE, DoD Deployment Health Support Directorate. It is unknown whether there are any handouts or guides to accompany the workshop.

**Participant Guide:** The workshop is accompanied by a *Self-Assessment Guide* designed for the Service member returning from deployment. The eight (8)-page guide focuses on Combat Operational Stress and provides tips on how to manage stress independently, with family support, and how to seek professional help. The self-assessment tools serve to help Service members assess how well they are doing in different areas of life including: relationships, work functions, spirituality, finances, physical/mental health, public behavior, roles in life, and substance use/abuse. Each topic provides a list of behaviors under three (3) categories: "Okay", "Needs Work", and "Needs Help". By completing each assessment, Service members are able to identify areas where they may need additional support. A list of resources is provided including web sites.



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## Marine Corps Effects of Combat Operational Stress on Marines and Families

**Type of Resource:** Facilitated workshop

**Target Population:** Spouses of Service members

**Materials Reviewed:** PowerPoint slides

### Objective(s):

- Provides an in-depth explanation of Combat Operational Stress including information regarding the deployment stress continuum and the various sources of stress for Service members and families
- Teaches the spouse and family how to manage these issues

**Recommended Use of Material:** This workshop focuses on Combat Operational Stress and how to manage its effects on the family and Service member. The information is comprehensive and detailed and provides statistics, diagrams and descriptive charts to help provide an in-depth understanding of the topic. This workshop is best facilitated by a mental health professional with expertise in Operational Stress.

**Description and Assessment of Material:** The 31-slide PowerPoint presentation is designed to provide the family with information on Combat Operational Stress. The goals of this workshop are to help families understand the deployment stress continuum; identify sources of stress for the Service member and family, and; to learn how to manage these effects. During the workshop, families receive information on PTSD, details about the difference between stress reactions and stress injuries and how to identify behaviors related to the various stress levels. Information is also provided about the challenges a spouse may encounter following reunion and how to handle some of their concerns with useful tips and skills. Additionally, information is provided regarding the impact of secondary traumatic stress on family members. A brief explanation of what the condition is and how to identify symptoms is provided. Several handouts are available for participants including:

- List of “do’s” and “don’ts” for spouse when Marine demonstrates signs of combat stress.
- Diagram of suggestions to manage different levels of stress.



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- Referral resources, including MOS, VA Centers, Mental Health Services, Chaplains, National Center for PTSD and Suicide Prevention, and guides for managing stress.
- Information regarding participation in the *Marine Corps Family Team Building Training*.

## **Military OneSource Core Slides**

**Type of Resource:** Facilitated workshop

**Target Population:** Spouse and family

**Materials Reviewed:** PowerPoint slides with trainer notes, Excel worksheet

**Objective:** To educate Service members and their families about the various services and support available through Military OneSource.

**Recommended Use of Material:** This workshop provides an in-depth description of the services and resources provided through Military OneSource. The PowerPoint is comprehensive and detailed and includes a *MOS Eligibility Matrix* as an additional resource and directory. This workshop may be facilitated by a trained volunteer or professional staff.

**Description and Assessment of Material:** This is a 14-slide PowerPoint presentation with facilitator notes. Additional handouts and materials were not available for review. The workshop is designed to educate Service members and their families about the Military OneSource website. During the workshop, families are provided with an in-depth description of various services and supports available. This includes a diagram outlining the range of support, listing of MOS specialty services, and additional benefits for Service members and their families such as YMCA membership and Healthy Habit coaching. Additional information is provided regarding how to order clearinghouse resources including DVD's pamphlets, booklets and other materials; how to utilize "Troop Tube", a 'YouTube' like program for families to stay in touch with the deployed Service member, and; accessibility to a DoD online library. Participants also receive a list of websites and telephone numbers to access additional resources.



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Additional Resource: *Military OneSource (MOS) Eligibility Matrix*

The MOS eligibility matrix is an Excel spreadsheet providing eligibility information regarding services for the various populations across all Service Branches including Service members, immediate family, extended family and civilians. The matrix is an excellent and quick resource to help families navigate through the services available through MOS.

## **Navy Deployment Program Handbook: Couples Homecoming; Single Homecoming; Returning to Children; New Parents**

**Type of Resource:** Facilitated workshops

**Target Population:** Service members

**Materials Reviewed:** Trainer handbook

**Recommended Use of Material:** This section of the Navy training guide includes four (4) workshops primarily focused on addressing the reintegration process of the Service member with his or her spouse, family and/or newborn child. The guide provides four (4) options for facilitation of information, allowing the trainer to choose the most effective delivery method. Each workshop includes a description of the topic, an outline of objectives, materials needed and talking points to assist in facilitating a successful workshop. Because the topics covered in each workshop vary, they are best facilitated by professionals with expertise in each topic (i.e. pediatric nurse for the *New Parents* module). Each module is comprehensive and well designed and provides valuable tips and information that can be critical to the Service member's reintegration process.

**Description and Assessment of Material:** This Navy post-deployment/reintegration stage training includes four (4) workshops: 1) *Couples Homecoming*; 2) *Single Homecoming*; 3) *Returning to Children*; and 4) *New Parents*. The guide provides four (4) options for facilitators — 1) PowerPoint presentation; 2) Role plays and discussion; 3) Interactive games to present information, or; 4) Quiz as a training tool. The guide provides full instructions for each of the workshops, including talking points, exercises and handouts. Each workshop includes a topic



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description, target audience, learning objectives, and materials needed. Further descriptions of workshops and recommendations are provided below:

1. **Couples Homecoming:** This workshop is approximately 45-60 minutes in length and is targeted to married Service members returning to their families. The goal of the workshop is to discuss the various factors that will change for them upon returning home including, expectations, power structure, communication, routines, responsibilities, leisure and stresses. The facilitator discusses each topic and engages participants in an interactive discussion facilitated in pairs or small groups. During these discussions, participants learn how to identify roadblocks and receive tips to help address these issues. Handouts summarize the lesson and include tips and resources for further assistance.
2. **Single Homecoming:** This workshop is approximately 60-90 minutes in length and is targeted to single Service members returning from deployment. The main focus of this workshop is to ensure single Service members receive support and safety tips to avoid a negative transitional experience. There are six (6) modules covering the following topics: 1) Changes; 2) Homecoming Plans; 3) Staying Safe; 4) Entertainment; 5) Dating, and; 6) Living off Base. Each module can be taught in 15-minute increments and includes a description, target audience, objectives, and materials. This particular workshop focuses on developing a plan for returning home (e.g. writing down what they will do within the first 24 hours they are home) and provides ideas for staying active and reintegrating back into the community. Through interactive discussion participants are able to share ideas and provide support for fellow single Service members returning home.
3. **Returning to Children:** This workshop is approximately 45-60 minutes in length and is targeted to Service members returning to their children. Spouses and extended family (grandparents, aunts) are encouraged to participate. The workshop is focused on re-establishing the connection with children that may have been compromised during deployment. To address these challenges, the facilitator provides information regarding child development, discusses how children may react, and provides suggestions for how to make a smooth transition back into their children's lives. Participants receive four (4) handouts that include: *Returning to Children*; *Child Development by Age Groups*;



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*Strategies for Single Parents* and; *Discipline*. The handouts summarize the workshop and provide additional information including techniques and activities, resources and tips to help returning Service members reconnect with their children.

- 4. *New Parents*:** This workshop includes seven (7) modules which can be conducted in 15-30 minute sessions. The workshop is designed for first-time fathers and parents separated from their child shortly after birth. The modules include: 1) *Changes*; 2) *Infant Development*; 3) *Baby Maintenance*; 4) *Baby Proofing*; 5) *Can You Spoil a Baby?*; 6) *Moms and Dads Parent Differently* and; 7) *How Much do Babies Cost?* The primary goals of this workshop are to help new parents make the transition from being a couple to a family unit and learning how to welcome their new child into their lives. Throughout each of the modules, participants learn a combination of didactic and practical information. Topics include information regarding developmental stages, milestones (e.g. crawling, holding a bottle), how to hold, change and feed a baby, and how to create a safe environment. All modules include interactive discussions and activities conducted in a combination of small and large groups which allow participants to share concerns and ideas. All participants receive several handouts that summarize the lesson and include tips and resources.

### **Navy Deployment Program Handbook: Consumer Awareness; Car Buying; Family and Friends Homecoming; Reintegration: Strong Navy Couples**

**Type of Resource:** Facilitated Workshops

**Target Population:** Service member and Spouse

**Materials Reviewed:** Trainer's guide, and Service member and family handbook

**Recommended Use of Material:** This section of the Navy training guide includes four (4) workshops focused on financial education for consumers, and reintegration for couples and families. The workshops vary in design and some include modules with a description of the topic, an outline of objectives, materials needed and talking points to assist in the delivery of a successful workshop. Each workshop is facilitated differently and the training materials



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recommend using either small or large groups that include interactive discussions and activities to give participants the opportunity to have a dialogue. The *Consumer Awareness* workshop is particularly important, warranting consideration for its availability to all Service members and spouses during the first stage of demobilization. The workshop offers critical information to help protect Service members from financial hardships including home foreclosure and mismanagement of money. The consumer workshops may be best facilitated by a trained financial advisor. The *Family and Friends Homecoming* workshop may be best facilitated by a trained family counselor. Training materials indicate the *Strong Navy Couples* session is ideally facilitated by male and female trainers who are experienced counselors. Training materials also recommend inclusion of a therapist as an additional facilitator, if available.

**Description and Assessment of Material:** This Navy post-deployment/reintegration stage training includes four workshops: 1) *Consumer Awareness*; 2) *Car Buying*; 3) *Family and Friends Homecoming*, and; 4) *Reintegration: Strong Navy Couples*. Each workshop includes several modules focused on different topics. The training guide provides full instructions regarding workshop facilitation, including talking points, exercises and handouts. Each workshop includes a description of the topics covered, target audience, objectives, and materials needed. Further descriptions of workshops are provided below:

- 1. *Consumer Awareness:*** This workshop includes eight (8) modules which can be conducted in 15-minute sessions. The workshop is targeted to Service members and spouses or any family member managing the family's budget. The modules include: 1) *Financial Planning Basics*; 2) *Spending Plan or Budget*; 3) *Identity Theft*; 4) *Predatory Lending*; 5) *Credit*; 6) *Saving*; 7) *Insurance* and; 8) *Foreclosure*. This workshop focuses on educating returning Service members and their spouses to manage and protect their finances following deployment. Through interactive discussions, the facilitator teaches Service members how to budget, protect and use credit, and learn about saving options. Additional information about predatory lending and preventing foreclosure is provided to help families protect their home. Handouts are provided which include diagrams, financial tips and a thorough list of financial resources including counseling services information.



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**2. Car Buying:** This workshop includes six (6) modules which can be conducted in 15-minute sessions. The workshops are targeted to Service members returning from deployment and interested in purchasing a car. The modules include 1) *Before you Buy*; 2) *Finance your car*; 3) *Tricks of the Trade*; 4) *Where to Buy*; 5) *The Trade* and; 6) *Close the Deal*. According to the training materials, approximately 40% of Service members returning from an extended deployment purchase a car within sixty days of their return. To help guide and educate Service members through this process, this workshop provides information regarding how to successfully finance, purchase, and trade-in a car. Throughout the modules, Service members learn how to research the best deals, how to negotiate with the dealership, pros and cons of trade-ins, and how to successfully close the deal. Additional information is provided about car expenditure budgeting including how to calculate mileage, fuel, insurance and maintenance costs. The trainer facilitates small group discussions and activities in which participants learn about the various tax and dealership costs, “car buying jargon”, and provides a questionnaire to help participants assess their degree of preparation to buy a car. Handouts are provided that include tips and resources available to help Service members financially plan for the purchase.

**3. Family and Friends Homecoming:** This workshop is approximately two (2) hours in length and is targeted to spouses and family of Service members. Seven (7) modules are offered including: 1) *Changes*; 2) *Intimacy: Success Strategies*; 3) *Children and Reaction*; 4) *Communication*; 5) *Money and*; 6) *Operational Stress and Traumatic Brain Injury*. Each module can be taught in 15-minute sessions and includes a description, target audience, objectives, and materials. This workshop is focused on preparing the spouse and family for the Service member’s return by discussing various topics that may affect their relationship. Spouses learn about the challenges they may face with communication, power structure, money management, change in routines and responsibilities, and intimacy. Through use of group discussions and scenarios, strategies are demonstrated to assist participants to successfully manage these challenges and learn how to reconnect with their partner. Furthermore, the facilitator discusses potential reactions from both the Service member and their children when they are reunited and best ways to help them reestablish their relationships. Lastly, spouses receive information regarding Operational Stress and traumatic brain injury,



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including how to identify symptoms and how to support the Service member through this period. Handouts are provided that include tips and resources available to help the Service member and the family during the reintegration process.

- 4. *Reintegration: Strong Navy Couples:*** This workshop is approximately two (2) hours in length and is targeted to Service members and spouses. The workshop is designed for a group of six (6) to eight (8) couples and, according to the training manual, is best facilitated by male and female trainers. Training materials recommend including a therapist as an additional facilitator, if available. The goals of the workshop are to address the impact of deployment on relationships, assess the level of relationship satisfaction and provide communication tools and resources to help strengthen the relationship. Through a series of small group discussions, the facilitator asks the groups to identify their needs and unmet needs, assess their relationships and share how to improve their relationship. Additionally, couples receive information on how to address other issues that may impact their relationship such as household responsibilities, family involvement, financial security, personal appearance, affection and honesty. Couples are asked to complete an “*Our Relationship Needs Assessment*” worksheet in order to identify their strengths and challenges, and receive a list of resources available to help address these issues (i.e. parenting classes, financial specialist, chaplain sponsored marriage enrichment retreats, and anger and stress management classes).



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The U.S. Navy has developed two (2) handbooks designed for families which provide information regarding what to expect during all stages of deployment. Further descriptions of each handbook are provided below.

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## IA Handbook

**Description:** The *IA Handbook* is a 60-page guide designed for families of Individual Augmentees (IA). The handbook serves as a resource guide and provides helpful information to support the Service member and family during deployment. Families receive an overview of the IA process of deployment and what to expect while their IA prepares for deployment. The handbook includes detailed information on a variety of topics that families may need during deployment. These include:

1. Important Documents (i.e. POA, Wills, DEERS, Insurance)
2. Your Money
3. Your Home
4. Emergency Preparedness
5. Communication
6. Your Emotions
7. Your Family
8. Children and Deployment
9. R & R Leave and Tips
10. Homecoming
11. Help When you Need it
12. Deployment Readiness Assessment

Each section provides a description of the topic and a list of available resources to assist families to properly navigate through military agencies and receive the services they need. In addition, the handbook includes several lists with tips (i.e. safe home, keeping family busy, homecoming), details about available workshops, and a section with creative ideas and activities for children. The handbook is comprehensive, easy to navigate and well-designed to provide useful information to families.

## Navy Deployment Program Handbook: Appendix C

**Description:** The *Navy Deployment Handbook: Appendix C* is a 29-page guide designed for families of Navy Service members. The handbook is an abbreviated version of the *IA Handbook* and serves as a resource guide that provides helpful information to support Service members



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and families during deployment. The handbook includes detailed information on a variety of topics that families may need during deployment. These include:

1. Important Documents (i.e. POA, Wills, DEERS, Insurance)
2. Finances
3. Communication
4. Emotional Ups & Downs of Deployment
5. Children and Deployment
6. Emergency Preparedness
7. Helpful Organizations

Each section provides a description of the topic and a list of available resources to assist families to successfully navigate through military agencies and receive needed services. In addition, the handbook includes several lists with tips for successful deployment and how to prepare for homecoming, including a list of activities with children. Families also receive information regarding available resources and agencies providing support to military families. The handbook is comprehensive, easy to navigate and well-designed to provide useful information to families. These materials are included in the *Navy Deployment Program Handbook*, as Appendix C.



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# Children and Youth Deployment Support Materials



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## Children and Youth Deployment Support Materials Overview

A broad variety of resources to support children and youth through all stages of the deployment cycle were reviewed for this portion of the report. Materials reviewed included videos, graphic novels and accompanying lesson plans for the classroom, board games, and a wide variety of structured activities and skill development workshops that take place over a period of 1-2 hours up to three (3) days in a camping or overnight event. The resources reviewed were developed by Land Grant Universities (LGUs), private sector organizations, and U.S. Military Service Branches.

Land Grant Universities, through the Extension system, have been serving an important role in developing resources, curricula, and tools to support military families as they navigate the cycle of deployment. To ensure identification of all resources in the LGU system that may not have been identified on the OSD original data collection, an environmental scan was conducted to identify additional resources.

Each of the State 4-H Military Liaisons, including representatives from the District of Columbia and U.S. Territories, were contacted to identify resources or curriculum they have developed or found useful in their work to support military children and youth. In total, fifty-four (54) liaisons were contacted. Ten (10) responses to our request for information were received. Most respondents indicated their use of *Operation Military Kids* curricula and resources, available through [www.4hmilitarypartnerships.org](http://www.4hmilitarypartnerships.org). This section includes descriptions and assessments of materials Land Grant Universities indicated they have created to support their work with military families.

Overall, the review of children and youth deployment support resources yielded a variety of resources for three key age ranges: Infants–age 5; ages 6-11; and ages 12-18. A full listing of the reviews is included in this section, categorized alphabetically. Individual curriculum reviews with curriculum attached have been compiled and are provided in a separate document. Additionally, a quick reference chart of children and youth curricula categorized by age range and deployment stage may be found in *Appendix B*. The majority of resources identified are developed for the 12-18 year age group. Evaluation information is not available for the resources reviewed; however, it may be meaningful to know more information regarding the



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utility and effectiveness of these resources role in preparing and supporting youth during parental deployment.

Several resources reviewed are targeted toward helping professionals, designed to prepare them to be responsive to the unique needs of military children and youth. These resources include: *Deployment Support: Children & Youth Training* (U.S. Army, 2008); *Deployment Support: Working With Military Children-Child Care Providers, Child & Youth Services Personnel Brief* (U.S. Navy, 2008); *Deployment Support: Military Children and Deployment School Personnel Brief* (U.S. Navy, 2008); and *Operation Military Kids: Ready, Set, Go!* (4-H/ Military Partnerships, 2009). While each of the resources includes information relevant to all three age groups, emphasis of support during each stage of the deployment cycle varies among resources. Universally, the resources include emphasis on supporting children and youth during the deployment phase.

Several resources are targeted toward parents and caregivers to assist them in understanding and anticipating their child's reactions to deployment. These resources include: *Kids N Deployment: Parents Helping Kids* (U.S. Marine Corps, 2009); *Kids N Reunion: Parent Handbook* (U.S. Marine Corps, 2008); activity booklets *I Can Do That*; *My Goodbye Book*; *Goodbyes Are Hard*; *Separations Happen* (University of California Extension 1993); and DVDs developed by the non-profit sector, *Sesame Street 'Talk, Listen, Connect: Deployments, Homecoming, Changes'*; *Mr. Poe and Friends Discuss Family Reunion After Deployment*, and; *Military Youth Coping With Separation: When Family Members Deploy*. Each of these resources has been developed for varying age groups and stages of the deployment cycle. Collectively, information is present to support each age group through each stage of the deployment cycle.

Lastly, all other resources reviewed in this section are designed for youth development professionals to facilitate with both military and civilian children and youth. These resources target children and youth ages 6-18 years, due to their delivery in school, or during out of school time in youth program settings. Many of these resources are activity based, and include opportunities for skill development, sharing emotions and coping strategies and development of peer and adult interpersonal relationships to enhance support throughout the deployment cycle. All stages of the deployment cycle are addressed collectively through these resources.



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### **3,2,1...Action! Videography Workshop Handbook**

**Created by:** 4-H Military Partnership (2006)

**Type of Resource:** Trainer's Manual

**Target Population:** Youth ages 12-18 (recommended. Unspecified in materials)

**Objective(s):** To assist youth to develop technical and life skills in the context of group program settings.

**Settings for Use:** Youth programs (designed for 4-H military youth clubs), schools, camps, and others

**Materials Reviewed:** Trainer's Manual

**Recommended Use of Materials:** This resource was created for Military 4-H youth programs. Designed for use with groups, the workshop is suitable for implementation in variety of settings including schools, camps, youth programs and other youth group settings that meet on a regular and consistent basis. The training is designed to take place over a one week period with youth, however, it is indicated that it may be broken down into modules that can be taught over a longer period of time if needed.

This training provides youth with skill development in a number of areas, including technology, communication, creativity/art, team building, critical thinking and project planning. Emotional impacts of deployment are not the focus of this curriculum. Rather, it is a skill building, youth development curriculum that can be utilized to share information and messages regarding the impact of deployment on youth, through creation of film, and to create messages to send to loved ones deployed overseas. The creative outlet this provides can serve as a healthy means of expression of experiences and feelings. Further, skill development in videography can serve as a vehicle to educate other members of the community about the military family experience.

For effective implementation of this training, the following are recommended: skilled and experienced youth facilitation trainer or instructor, instructor competence, confidence and



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experience using video production equipment, instructor experience and competence in development of storyboarding, and scripting.

**Description and Assessment of Materials:** This thirty-six page trainer’s manual is designed to provide instructors with clearly defined lesson plans for all phases of developing and creating a motion picture, including scripting, storyboarding, editing, filming, final cut, and learning about the various professions in which these skills are applied. Each lesson plan is detailed, including time frames for activities, detailed list of equipment needed, and scripting for instructor’s use for each session.

This resource is well-designed and comprehensive for facilitated instruction in videography for the identified age group. Featuring experiential, hands-on activities, this curriculum offers many elements that foster positive youth development, including skill building, leadership opportunities, teamwork, and interpersonal skill development, critical thinking and problem solving, communication skill development, creation and presentation of project, and others.

***4-H/Army Child & Youth Services Teen Babysitting Course: Do I Have What It Takes To Be Your Babysitter?***

**Created by:** 4-H/Army Youth Development Project (2007)

**Type of Resource:** Curriculum/workbook, with CD-ROM, and Trainer’s Facilitator’s guide

**Target Population:** Youth ages 13-18

**Objectives:**

- Familiarize teens with the responsibilities of babysitting
- Provide the necessary information for them to become capable, caring, trustworthy, and responsible sitters
- Teach the skills and techniques needed for teens to become competent babysitters
- Help teens develop the confidence needed to handle situations that could happen when they babysit
- Help teens develop a positive attitude about the care of children
- Prepare teens in the business aspects of babysitting



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**Settings for Use:** Youth and teen programs offered by the Army CYS, military 4-H clubs, youth leadership forums

**Materials Reviewed:** Trainer’s guide and youth workbook (CD-ROM not available for review)

**Recommended Use of Materials:** This training manual is a resource to support youth leadership development through extensive training in how to effectively and responsibly care for children. Delivered by skilled facilitators, youth who successfully complete the curriculum will be prepared to be responsible, effective babysitters—a significant skill to develop to support a newly single-parent household due to deployment, and to offer support to the community. Training is delivered in eight (8) sessions, and it is recommended that training be delivered by an experienced youth development professional with current credentials in CPR and First Aid, as well as knowledge of child development.

**Description and Assessment of Materials:** The CYS Babysitter Training for Teens resources include a 195-page facilitator guide, a 79-page youth guide and CD-ROM of accompanying resources and worksheets. Designed to be delivered over eight (8) sessions, the following topics are included: Ages and stages of child development; safety precautions; food and nutrition; how to handle emergencies; appropriate activities for children, and the business aspects of babysitting. Additionally, youth receive eight (8) hours of CPR and First Aid training through the course. Emergency contact information is provided for all Army installations throughout the world, ensuring this resource’s applicability for all Army youth. The course is designed utilizing the 4-H Experiential Learning Model, giving youth opportunities to participate in ‘hands-on’ learning, process in groups what they have learned and how it will apply to their daily lives. Also included in this curriculum is emphasis on character development principles included in all Army CYS programs. While the curriculum was developed for Army youth, it is easily adaptable across all military populations.



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## ***Deployment Support: Children & Youth Training***

**Created by:** U.S. Army (2008)

**Type of Resource:** Trainer's guide/facilitation manual

**Target Population:** Professionals working with parents, guardians, and caregivers of deployed soldiers' children of all ages

**Objective(s):** To assist professional staff and community organizations to know how to support children and youth of all ages throughout the deployment cycle.

**Settings for Use:** In-service training session or professional development session

**Materials Reviewed:** Trainer's/Facilitator's guide, Child & Youth Handbook for Professionals, PowerPoint slides for trainers including talking points

**Recommended Use of Materials:** Developed by the Army, however, easily applicable to all Service Branches, this training session and accompanying materials provide detailed, comprehensive information regarding common issues, behaviors and successful strategies to handle deployment. Information is provided regarding the basics of emotional child development, referencing Piaget's theoretical framework, and further information outlines common reactions at each stage of development and deployment. Straightforward tips and strategies are outlined for parents, helping professionals and other caregivers to support children and youth at each stage during a parent's deployment. Training materials indicate the session is designed for presentation by Army Community Service or Family Program Staff. If the session is facilitated by others outside of these roles, the skill sets inherent in these positions should be required of facilitators.

**Description and Assessment of Materials:** Included in this package are; a trainer's guide for facilitation, PowerPoint slides including trainer talking points, and an accompanying 98-page handbook for professionals as a reference tool following the session. All materials are very well organized and detailed for the trainer/facilitator including materials, room set-up, potential audience scenarios, and all trainer notes and talking points. While the curriculum is designed



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for Army Command and leadership volunteers and staff, the content is appropriate and likely extremely useful for a broader audience including community and school based helping professionals. All information may be downloaded from Army One Source's website, [www.myarmyonesource.com](http://www.myarmyonesource.com).

***Deployment: It's Not a Game\****

**Created by:** Iowa State University (2008)

\*LGU Identified Resource

**Type of Resource:** Board game

**Target Population:** Unspecified; Recommended for ages 12-18

**Objective(s):** To initiate conversation with the intent to build community based support networks for military children, youth and their families.

**Settings for Use:** Schools, youth programs, other settings that include groups of youth

**Materials Reviewed:** Board game materials, instructions and facilitation questions

**Recommended Use of Materials:** This board game is designed for youth to play while being facilitated by an adult staff or volunteer. The game ideally is played in small groups to allow for discussion and processing through facilitation (questions provided with instructions). The game offers an opportunity for players in non-military families to develop increased understanding of the 'real life' situations their peers in military families experience, and offers an opportunity for military youth to share experiences with their peers. The game is designed to foster conversation about situations youth have experienced or may experience. The descriptors of some of the game tile situations may be inappropriate for younger audiences, and when used with older youth must be debriefed. Facilitation of the game is best conducted by experienced adult facilitator, ideally a mental health professional to ensure that processing of feelings regarding the situational examples are handled appropriately, and to minimize further possible traumatization for youth who may be emotionally vulnerable.



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While the game instructions do not specify a limit to the number of players, it is recommended that the game be played in small groups to allow for appropriate discussion and debriefing.

**Description and Assessment of Materials:** This board game was developed by teens through the Iowa Speak Out for Military Kids group, reflecting their actual experiences with parental deployment. Based on the concept of the 1970's game, *Chutes and Ladders*<sup>™</sup> (reviewer note, not actual reference), players will draw a card from a pre-determined set that is a combination of 'good' and 'bad' scenarios. For 'good' scenarios, players move forward on the game board, and in the event a 'bad' scenario is drawn, players move backward on the board. Creatively illustrated and designed, the game's intention is not for a player to 'win' but rather, for youth to have opportunity to share experiences, discuss how they have handled or think they would handle situations described in the game, and to assist non-military youth to gain understanding of the issues military youth face during parental deployment. The game includes simple materials that may be easily printed and used in a variety of settings.

***Deployment Support: Military Children and Deployment-School Personnel Brief***

**Created by:** U.S. Navy (2008)

**Type of Resource:** Training module for facilitators

**Target Population:** Teachers, principals, guidance counselors

**Objective(s):** To assist school personnel to identify stress behaviors in children at school related to parent military deployment, as well as identify appropriate strategies to support and provide referrals for sources of assistance to children and their families.

**Settings for Use:** In-service training or professional development for school personnel

**Materials Reviewed:** Trainer/facilitator notes and accompanying handouts (PowerPoint slides not available for review)



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**Recommended Use of Materials:** This is a useful and informative session to deliver as an in-service training for school personnel. The session is ideally facilitated by a representative from the Armed Forces (content specific to Navy, but could be adapted across all Service Branches) or OMK state team member with experience in facilitation and training adults. All materials are provided, including trainer notes, a handout for leave-behind, and PowerPoint slides (optional for facilitator use). The session is applicable to all school grades/levels, and provides useful information regarding the behaviors exhibited by children when a parent deploys, as well as details and examples of the role that teachers and other school personnel can play in supporting youth during the deployment cycle. Further, the materials include a descriptive list of resources available for military youth and their families for referral if warranted.

**Description and Assessment of Materials:** This 30-45 minute brief/training is designed to support school personnel in their efforts to identify and support youth who may be experiencing difficulty in school or stress reactions related to deployment of a parent. The role and impact of teachers and schools as the adults and settings in which children and youth spend the second greatest time during the day, after home and with caregivers, is recognized throughout. The various roles of school personnel, including teachers, school counselors, and principals, are addressed with specific tips and suggestions for how to support children and youth. The session includes a two-page handout for reference that includes tips as well as a list of resources and referral sources for further professional assistance as needed. It is well-designed and could be easily facilitated by an experienced facilitator.



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***Deployment Support: Working With Military Children—Child Care Providers and Child and Youth Services Personnel Brief***

**Created by:** U.S. Navy (2008)

**Type of Resource:** Training module for facilitators

**Target Population:** Child care providers, Child and Youth staff, coaches, 4-H and scout leaders, and others who interact with military children

**Objective(s):** To assist child care and youth development professionals to identify stress behaviors in children and youth related to parent military deployment, as well as identify appropriate strategies to support and provide referrals for sources of assistance to children and their families.

**Settings for Use:** In-service or professional development training

**Materials Reviewed:** Trainer's/facilitator's guide

**Recommended Use of Materials:** This session is designed as a tool for professionals working with youth and children in non-school based care settings. Common behaviors exhibited by children and youth following parent deployment are described. Tailored for each of the audiences—child care professionals and youth development professionals, scenarios are provided to create opportunities for discussion regarding effective handling of situations as well as information regarding appropriate referrals sources for further assistance as needed. Due to the debriefing and discussion process involved with the scenarios, it is recommended that the session be facilitated by a skilled facilitator with experience and expertise in early childhood and/or youth development depending upon configuration of the audience.

**Description and Assessment of Materials:** This session is designed to be delivered in 30-45 minutes, and includes full trainer notes, situational examples and discussion items. The focus of the session is to facilitate discussion regarding the inherent resiliency of children and youth, and to assist professionals to learn strategies for supporting children and youth who are experiencing stress as a result of their parent's deployment. Emphasis of the session is on discussion of these scenarios, while information is also provided regarding referral sources for



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further support. A one-page handout, *‘Supporting Children Through Deployment’* is included for participants.

### ***Enhance Your Youth Program With Service-Learning***

**Created by:** 4-H/Army Youth Development Project (2007)

**Type of Resource:** Activity Guide/Manual

**Target Population:** Professionals working with youth ages 11-18

**Objective(s):** To provide information, examples and exercises to develop and execute service-learning projects in youth programs operated by Army Child & Youth Services (CYS) professionals.

**Settings for Use:** Youth and teen programs offered by the Army CYS, military 4-H clubs, youth leadership forums, and as special projects.

**Materials Reviewed:** Activity Guide/Manual

**Recommended Use of Materials:** This manual is designed for use in youth groups for the development of service learning projects for military youth. Many of the ideas and activities can be used across a wide range of youth audiences. The manual describes use for frontline staff, trainers, and youth to learn about service learning and how to make it a regular part of the program. Due to the step-by-step nature of the manual, no additional skill sets are required to implement the activities.

**Description and Assessment of Materials:** This 60-page manual is well-designed, and divided into two sections of detailed information as well as an Appendix and References. The first section of the manual defines service learning and describes how service learning can be incorporated into daily youth programming through military 4-H clubs, afterschool settings, youth leadership forums, and other special events. The second section of the manual focuses on steps and resources required to conduct a successful service learning project. Also included in the manual are templates, forms, materials lists, and additional information to support the



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development and execution of a service learning project. This resource, while specifically created for Army Child and Youth Services, is adaptable to all Service Branches and civilian groups.

### ***Experience Operation Military Kids (OMK)***

**Created by:** 4-H Military Partnerships (2007)

**Type of Resource:** Activity Guide for facilitated groups

**Target Population:** Children and Youth grades K-12

**Objective(s):** To foster settings in which military youth can learn with, create, and develop life skills with other military youth during each stage of deployment in an adult-facilitated setting, including military personnel where possible.

**Settings for Use:** Youth programs, afterschool programs, in-school, day camp and overnight camp settings.

**Materials Reviewed:** Activity Guide

**Recommended Use of Materials:** This 341-page activity guide is designed for youth group facilitators or teachers to use with children between 5-18 years of age.

Activities are designed to be led by a team, including a volunteer or staff leader, and military uniformed Service member if possible, to provide experiences and insights from a military perspective. Most activities included in the guide are not military-specific, however, and may be utilized across a wide range of youth populations. All activities are designed within the 4-H experiential learning model, in which adults facilitate youth discovering and reflecting on what they are learning and how to apply the skills and information into their daily lives. Experience working with youth is recommended, as well as knowledge of community referral sources.

**Description and Assessment of Materials:** This activity guide is structured to provide detailed activities for military youth in grades K-12 in group settings to reduce isolation, foster



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friendships, learn skills, and develop new experiences. Activities are experientially based, and each includes debriefing questions to promote youth’s awareness of the skills they’ve learned and how to apply them into their daily lives. The manual is structured to include activities that may be implemented over a 2-hour period, 4-hour period, or a full day setting, allowing for use in afterschool or school settings, day camps and overnight camp situations.

Each activity is described in detail regarding the appropriate grade levels for use, ideal group size, length of time of activity, location/space needed for activity, prep time, volunteer training or skills needed, and supplies.

Most activities included in the Guide are designed for elementary to middle school age youth. Mobile Technology Lab (MTL) activities are included as a specific section to address the challenges, skill development and interests of teens. MTL activities provide youth with skills in video and image technology, and enhance communication with deployed family members.

***I Can Do That; My Goodbye Book; Goodbyes Are Hard; Separations Happen\****

**Created by:** University of California Extension (1993)

\*LGU Identified Resource

**Type of Resource:** Activity Booklets

**Target Population:** Children and youth ages 3-5; 6-8; 9-12; 13-15

**Objective(s):** Self-guided, and caregiver guided activities that provide children and youth with tips to prepare them for the emotional changes that accompany deployment and reunion of a parent in the military.

**Settings for Use:** Self-guided booklets, or, for younger children, facilitated by a caregiver. May be used as giveaway or distributed through professionals, schools, community centers, etc.

**Materials Reviewed:** Activity booklets for each age group (3-5; 6-8; 9-12, and; 13-15)



This material is based upon work supported by USDA and the United States Department of Defense under Award No. 2009-48667-05833.

**Recommended Use of Materials:** To support children and youth during all stages of deployment, this guide may be useful as a tool to begin to identify feelings, reduce a sense of isolation, and begin conversation about youth's experiences or anticipated experiences related to parental deployment. While the booklet is designed to be self-guided, it may also be used in counseling sessions, peer counseling situations or youth programs in which military youth participate.

**Description and Assessment of Materials:** These booklets have been designed with tips and suggestions to support youth experiencing parental deployment. Including illustrations, the booklet is written in clear, easy to understand terms and offers suggestions for children and teens during each stage of the deployment cycle, including preparing for parental separation, communicating during their absence and successfully navigating reunion. Used independently, these may be helpful tools, however, greater impact may be made if utilized in conjunction with facilitated discussion in an individual or group setting by experienced adult helping professionals.

***Kids N Deployment: Parents Helping Kids***

**Created by:** United States Marine Corps (2009). Materials adapted from multiple sources.

**Type of Resource:** Workbook/Activity Guide

**Target Population:** Not identified: recommended age 3-12; adult parent/caregiver

**Objective(s):** To provide parents/caregivers with information and tools to assist children to develop communication and positive coping strategies related to the stress of parental deployment.

**Settings for Use:** Home and other informal out-of-home settings with caregivers

**Materials Reviewed:** Workbook/Activity Guide



This material is based upon work supported by USDA and the United States Department of Defense under Award No. 2009-48667-05833.

**Recommended Use of Materials:** This activity guide is designed for use by parents/caregivers in home and other informal settings. Language and activities are designed at a basic reading level, and the guide is visually appealing, with graphics and illustrations designed to be engaging for all family members. Resource does not require external facilitation or training prior to implementation, making it an ideal resource to be distributed in waiting rooms, via mail, through schools or other venues.

**Description and Assessment of Materials:** *Kids N Deployment* is a fifteen page activity guide to assist parents and caregivers to identify behaviors that may be exhibited by children and youth who are experiencing stress related to the deployment of a parent. The activity guide helps to inform parents that children often express emotions through behaviors rather than articulating them through speech. Common behaviors are described for various age ranges, covering infants through older teens to assist parents in recognizing normal stress reactions and to be better prepared to assist their children through them. Tips for helping children and youth identify their emotions and manage them effectively are described.

Additional information is provided in the activity guide regarding identifying current routines (a schedule to be completed is included) and the importance of maintaining or re-examining what may need to shift due to the deployment. Worksheets to identify new chores or responsibilities that each family member may be assigned in the parent's absence are also included. The last portion of the activity guide includes information regarding how to maintain communication with the deployed parent, offering a variety of options and creative suggestions for all ages, and includes a list of resources for families for additional support and information as needed.



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## ***Kids N Reunion: Parent Handbook***

**Created by:** United States Marine Corps Family Team Building (2008). Content adapted from multiple sources.

**Type of Resource:** Workbook/Activity guide

**Target Population:** Not identified: recommended age 3-12; adult parent/caregiver

**Objective(s):** To provide parents/caregivers with information and tools to assist children to develop communication and positive adjustment strategies related to the return of a parent from deployment.

**Settings for Use:** Home and other informal out-of-home settings with caregivers

**Materials Reviewed:** Workbook/Activity Guide

**Recommended Use of Materials:** This activity guide is designed for use by parents/caregivers in home and other informal settings. Language and activities are designed at an elementary reading level, and the guide is visually appealing, with graphics and illustrations designed to be engaging for all family members. The activity guide does not require external facilitation or training prior to implementation, making it an ideal resource to be distributed in public settings, as a handout, or through the mail.

**Description and Assessment of Materials:** *Kids N Reunion* is a twelve-page activity guide designed for parents/caregivers to begin to prepare children and youth for the return of their deployed parent. The activity guide includes brief one-page worksheets that are designed to help adults anticipate behavioral, academic, and emotional challenges children may present with at the initial stage of reunion of the family. Tips are provided for families to support the deployed parent's transition back into the home, including continuing supportive interventions (i.e. counseling) following reunion, and inclusion of the returned parent into new or existing routines.



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Communication tips are provided, as well as specific conversation starters to assist the returning parent to re-establish the relationship in a way that allows for getting to know the child or youth from a new stage of development that occurred during the deployment. The activity guide ends with a list of local and web based resources the family may access for further information or assistance.

While this activity guide is brief, it provides an opportunity for parents or caregivers to intentionally plan for the emotional and behavioral adjustments children and youth may experience related to the return of their deployed parent. Additionally, the materials are a starting point for returning Service members to begin to re-establish the roles and relationships at home with their children. The provision of local resource contact phone numbers and web sites for assistance is an important piece of this resource.

### ***Military Youth Coping With Separation: When Family Members Deploy***

**Created by:** American Academy of Pediatrics and United States Army Medical Command  
(production date unknown)

**Type of Resource:** DVD video, with accompanying downloadable handouts, facilitator guide and interactive online materials for youth.

**Target Population:** Youth ages 12-18 in military families across all Service Branches

**Objective(s):** To assist youth to understand the process of parent deployment, including family changes, common feelings, and adjustment to reunion when a parent redeploys.

**Settings for Use:** Home, community programs, counseling centers, others

**Materials Reviewed:** DVD content, including information for teens, youth professionals, and parents. Additionally, the accompanying files including Facilitator's Guide and interactive Youth Stress Management Plan were reviewed.



This material is based upon work supported by USDA and the United States Department of Defense under Award No. 2009-48667-05833.

**Recommended Use of Materials:** This resource is designed for use by families, Family Resource Coordinators and community helping professionals to support teens through the stages of parental deployment. It may be used across a wide variety of settings, with both individuals and groups. Teens may find the video useful to download and watch individually, as the experiences portrayed can create a sense of identification and the provided tips and stress management strategies may be useful.

For screening of this video using the accompanying Guide in a group setting, recommendations include facilitation by a skilled, experienced facilitator or counseling professional with experience in group modalities with adolescents; small group size to allow for effective sharing of experiences among teens; a degree of trust and comfort established among the group prior to facilitation, and; opportunities to debrief, including knowledge of appropriate referral sources for additional support as needed.

**Description and Assessment of Materials:** This package includes two (2) DVDs containing video and Word file content. The first disc provides video narrated by a teen with a deployed parent, and includes candid interview footage with military teens regarding their experiences with parental deployment. Topics covered include deployment concerns; worry; difficulty with deployment; watching the news; coping; support; personal growth; and warning signs of depression. Bonus material on this disc includes interviews with youth professionals and parents designed for both populations to be prepared to be responsive and supportive of teens during deployment.

The second disc in the package includes a downloadable Facilitator's Guide, and an interactive Youth Stress Management Plan. The Facilitator's Guide allows for use of the DVD in small group settings of youth who are experiencing parent deployment, to foster shared experiences and processing of experiences and emotions with other teens. The Facilitator's Guide includes the recommendation that facilitators watch the DVD in its entirety prior to group facilitation, and encourages assessing the group to determine the stage of deployment they are experiencing, to better tailor the discussion and video presentation to their current situation. A set of questions for group discussion are provided for facilitator's use.



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The Youth Stress Management plan is an interactive tool that allows teens to develop their own plan for how to manage stress, by selecting from a menu of pre-designed options, or adding their own ideas. Areas of the stress management plan include physical activity, nutrition, sleep, support systems, and others. The tool generates a completed report that may be printed for reference to help encourage use of the plan.

This resource is well-organized, and covers each stage of the deployment cycle. The footage of teens and their experiences is candid, and includes a diverse population of youth, from various ages, ethnicities, locations, and includes perspectives from males and females. While the realistic stresses and fears of youth are included, the DVD also focuses on the resilience and strengths of youth as they navigate the deployment cycle. The candid interviews with youth professionals are also useful, and include perspectives from professionals who are experienced in working with military youth and share a positive youth development philosophy in their interviews. The interviews with parents provide valuable information regarding the family experience with deployment and how parenting is affected. These materials may be downloaded online at no charge from several websites, including AAP Military Youth Deployment Support Website (<http://www.aap.org/sections/unifserv/deployment/index.html>) and the Army Behavioral Health Website [www.behavioralhealth.army.mil/families/index.html](http://www.behavioralhealth.army.mil/families/index.html)).

### ***Mr. Poe and Friends Discuss Family Reunion After Deployment***

**Created by:** American Academy of Pediatrics and United States Army Medical Command  
(production date unknown)

**Type of Resource:** DVD video, with accompanying downloadable materials including Facilitator’s Guide, script for actors or puppet show, facilitator handouts (e.g. signs and symptoms of depression, Emotional Cycle of Deployment –for spouses, web resources, etc.).

**Target Population:** Children ages 6-11 from all military service branches

**Objective(s):** To assist elementary age children to understand the process of parent deployment, including family changes, common feelings, and adjustment to reunion when a parent redeploys.



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**Settings for Use:** Home, community programs, medical settings, schools, faith institutions, and others

**Materials Reviewed:** DVD video, accompanying handouts, Facilitator’s Guide, script for play or puppet show

**Recommended Use of Materials:** These materials are easily accessible and developmentally appropriate for elementary age audiences. The vignettes, produced with strong advisory input from military families as well as pediatricians and military mental health professionals, are depicted through the animated video and are realistically portrayed. The video can easily be facilitated in a wide variety of settings including home, community programs, faith communities, medical settings and schools.

The included Facilitator’s Guide and handouts are valuable tools designed to facilitate discussion with a broad audience. Tips are included for the facilitator regarding how to respond to youth’s sharing of experiences and feelings, as well as resources to support parents and caregivers. Specific skills, experience or training are not required to facilitate the viewing and discussion of this video with children and families, making it a useful tool for many community programs or agencies interested in supporting children in military families.

**Description and Assessment of Materials:** This package includes one DVD, downloadable handouts in Word and PDF formats, a Facilitator’s Guide with guiding questions, and a script of the DVD that can be utilized for a play or puppet show production in community settings. The materials are available for free online download at various websites including [www.militaryonesource.com](http://www.militaryonesource.com). Reproduction of the DVD for widespread use is encouraged. The DVD is approximately 30 minutes in length, and features animated characters (‘Mr. Poe’, military families and children), sharing experiences about the separation and anticipation of reunion from deployment. Each story setting takes place in the airport as families await the return of their Service member.

The story vignettes provide information that corresponds to the emotional cycle of deployment, from the perspectives of parents, children, and Service members. Many opportunities are built into the video for discussion of feelings and experiences, including



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questions from the Facilitator’s Guide that provide a structure for discussion with children. While the context of the story focuses on the upcoming reunion of families, Mr. Poe facilitates conversations that provide suggestions and normalizing experiences for family members during each phase of deployment, through recollection of experiences. While several ethnicities, ages, and family structures are depicted through the animated stories, the video is available only in English.

This resource has been developed in consultation with military families to reflect actual experiences, and includes voice-overs from military youth and families. The authentic examples provided are a strength of this resource. Additional strengths of this resource include the descriptions of how situations may be handled effectively, facilitation of expression of feelings, normalization of feelings experienced during the deployment cycle, and opportunities for discussion throughout. The Facilitator’s Guide, handouts, and accompanying materials are useful resources to support the video.

***Operation Military Kids: Boots On Manual***

**Created by:** 4-H/Military Partnerships (2008)

**Type of Resource:** Trainer’s/Facilitator’s Manual

**Target Population:** Youth ages 11-18

**Objective(s):** To introduce military and non-military youth to the experience of the deployment cycle in a meaningful and educational way, in order to reduce the stress experienced by young people during their parent’s deployment. The experience may take place over a half-day, full day, day and a half or two and a half days.

**Settings for Use:** Overnight camps, Family Readiness Group events, Speak Out for Military Youth events

**Materials Reviewed:** Trainer’s Manual



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**Recommended Use of Materials:** This resource is designed for military and non-military youth. Recommended settings for use of this curriculum are defined in the manual as overnight camps, lock-ins, Family Readiness Group events, Speak Out for Military Youth events, etc. Further information indicates this activity is best supported with youth groups in sizes from 10-60, with up to two (2) adult facilitators.

Due to the level of detailed experiences offered through this curriculum, it is recommended that prior to implementation of a *Boots On* event or camp, that a planning group be convened to prepare for all aspects of implementation. Recommendations include a planning group size of 5-8 members, including a mental health professional and ensuring members connected to the OMK state team are represented; preparation for the team, including a workshop for a 'mini' *Boots On* experience (included in manual), and; co-facilitation of activities with a military representative and a volunteer civilian or youth development professional. It is recommended that a mental health professional also be involved in the event to be available as needed for participants. The *Boots On* curriculum can be obtained online at [www.4-hmilitarypartnerships.org](http://www.4-hmilitarypartnerships.org) and through state Operation Military Kids liaisons.

**Description and Assessment of Materials:** This 302-page trainer's manual and accompanying DVD (DVD not available for review) is designed for an OMK stakeholder team to effectively plan and implement a *Boots On* day event, overnight or camp experience for military and non-military youth. The information and experiences are designed to educate youth about the military deployment process in a safe and informative way. Grouped into three categories, 'Before, During and After', youth simulate the experience of being in a squad, or forming a full platoon and preparing for deployment, deployment, and return from deployment.

Each phase of deployment is structured with timed activities and games for individual and group completion, and include military language. Note: This curriculum was designed from an Army perspective, however, can be adapted across all Service branches for language and activities.

Through the *Boots On* experience, youth are presented with simulation of 'real-life' preparation and daily life activities of Service members. Examples include preparation for deployment by securing a Military ID Card, and completing POAs, wills, car maintenance schedules, and, during



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deployment; inventory of equipment, and preparation of a Meal Ready to Eat. Each activity is designed with a debrief session afterward, with facilitator guided questions and opportunity for military representatives to share their experiences. Caution is recommended regarding implementation of activity simulation of completing Power of Attorney (POA) and Last Will and Testament forms, as this may foster increased anxiety and fear of parent injury or death during deployment. If offered, activity must be fully and properly debriefed by an experienced and skilled mental health professional.

All activities are detailed regarding supplies or equipment needed, length of time for activity, anticipated process and directions for facilitation. Since the subject matter can be intense for youth experiencing family member deployment, the recommended coordination of mental health professional to be available during the event for youth is well warranted.

### ***Operation Military Kids: Boots Off Manual***

**Created by:** 4-H Military Partnerships (2009)

**Type of Resource:** Trainer's/Facilitator's Manual

**Target Population:** Youth ages 12-18, adult family members- military families specifically.

**Objective(s):** To prepare youth for the return of their Service member, through development of plans and activities to assist them to navigate through the homecoming and reunification of their family.

**Settings for Use:** Afterschool programs, overnight camps, lock-ins, Family Readiness Group events, etc.

**Materials Reviewed:** Trainer's Manual

**Recommended Use of Materials:** This curriculum is designed to be delivered in 3 distinct group trainings; *Coming Home* is designed for youth only, between ages of 12-18, over a 3 day period to allow for sharing of experiences, processing of emotions, and planning for the return of their



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loved one from a deployment. The second training, *Reconnecting*, builds upon the material delivered in *Coming Home* and is designed for youth as well as their returned family member. The third portion of the curriculum, *Time Together* is a series of planned activities and events (created by youth during *Coming Home*) for youth and returned service members to participate in family activities together with other military families.

Appropriate for communities in partnership with OMK team members, local service branches, and recommended to include a Military Family Life Consultant (MFLC), this in-depth training is designed to take place over at least a thirteen-month period, and thus, requires a significant degree of planning and commitment on the part of the planning team for implementation.

**Description and Assessment of Materials:** This 186-page manual is designed to provide step-by-step facilitation for three (3) separate training sessions and events for military youth and their families. The curriculum focuses on four stages; 1) Redeployment/return of soldier; 2) Reunion with family; 3) Reintegration, and; 4) Normalcy.

Divided into 3 separate training events, the curriculum includes:

- ***Coming Home*** a fifteen (15) hour training for 12-18 year-olds delivered over a 3 day period in a group of 10-60 participants
- ***Reconnecting*** an eight (8) hour sequel to *Coming Home* for youth and their families to experience together
- ***Time Together*** a series of four (4) outings or activities scheduled quarterly over a 12 month period for families to spend time together with other military families.

Each phase of the curriculum is detailed, including all activity time frames, pre-planning materials and considerations and instructions for activities and debriefing. Sample agendas, templates and debriefing questions are included. Additionally, the *Boots Off* curriculum begins with information for facilitators and the planning team to gain understanding of youth development between the ages of 9-18, and a clear overview of the structure of the curriculum in that it follows the 4-H Essential Elements of Positive Youth Development—sense of belonging, mastery, independence, and generosity. Information is also provided to assist the planning team and facilitators to understand the Service member’s potential needs in group settings and common experiences that occur during the transition to home.



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## ***OMK Deployment Cycle Support Yellow Ribbon Youth Outreach Activity Guides***

**Created by:** University of Minnesota (2009)

**Type of Resource:** Activity Guide for facilitated groups

**Target Population:** Children and youth grades K-12

**Objective(s):** To foster settings in which military youth can learn with, create, and develop life skills with other military youth during each stage of deployment in an adult-facilitated setting, including military personnel where possible.

**Settings for Use:** Youth programs, afterschool and in-school settings. Activities are designed to be delivered in group settings.

**Materials Reviewed:** Activity Guide

**Recommended Use of Materials:** These activity guides are designed for youth group facilitators or teachers to use with children and youth between 5-18 years of age. Specifically designed with Military Children & Youth Staff in mind, the activities are designed for use in either 2-hour or 4-hour programming blocks.

Activities are designed to be led by a team, including a volunteer or staff leader, and military uniformed Service member if possible, to provide experiences and insights from a military perspective. Many activities included in the guide are designed for the unique needs of military youth, to help maintain communication with deployed family members, prepare for additional responsibilities at home, and prepare for their loved one's return. All activities are designed within the 4-H experiential learning model, in which adults facilitate youth discovering and reflecting on what they are learning and how to apply the skills and information into their daily lives. Experience working with youth is recommended, as well as knowledge of community referral sources. Due to some of the activities involving processing of emotions regarding loved one's deployment, mental health professionals are recommended to be part of the facilitation team when possible.



This material is based upon work supported by USDA and the United States Department of Defense under Award No. 2009-48667-05833.

**Description and Assessment of Materials:** This resource is divided into two (2) activity guides that focus on 1) Pre-Deployment and Mobilization and 2) 30 – 60 Day Reintegration. The Activity Guides contain sixty (60) activities that focus on life skill development for youth grades K-12. Designed to be facilitated by trained volunteers with youth program staff (forthcoming trainer’s guide for volunteers to be released in late 2010 as noted on [www.4hmilitarypartnerships.org](http://www.4hmilitarypartnerships.org)), the activities foster learning and discussion about parent or family member deployment and return home, and include conversation starters for parents and guardians to continue the learning and debrief at home following the activity. Activities are well designed and detailed for facilitators, including step-by-step instructions, length of time needed, preparation materials, and discussion questions for the group. Additionally, each activity indicates the age range for which it was designed, and identifies key life skills addressed in the activity.

***Operation Military Kids: Military Families in Our Own Backyards***

**Created by:** Wisconsin Operation Military Kids (OMK) Team (publication date unknown)

**Type of Resource:** Graphic Novel

**Target Population:** Youth grades 5-8

**Objective(s):** To provide information and coping strategies for children and youth regarding parental deployment, through an illustrated storyline written based on experiences of military youth

**Settings for Use:** Classroom, guidance counseling, in-home, youth programs, community support organizations, and others

**Materials Reviewed:** Graphic novel in PDF version

**Recommended Use of Materials:** This graphic novel may be used in a wide variety of settings, including school, youth programs, in-home, community support organizations, and others.



This material is based upon work supported by USDA and the United States Department of Defense under Award No. 2009-48667-05833.

The novel is designed to be appealing to youth audiences. Adults (particularly teachers and parents/caregivers), may also find this resource valuable, as the story provides useful scenarios regarding positive coping. The reading level of this novel appears to be at a middle school age level. This resource is self-administered. Spanish or other language versions are not indicated.

**Description and Assessment of Materials:** This resource is a fifty-two (52) page graphic novel targeted toward adolescents to provide a storyline regarding each of the phases of parental deployment. The novel is grouped into three ‘chapters’ each focused on pre-deployment, deployment, and reunion. The novel provides storylines for four (4) different middle school age youth and teens and their families experiencing deployment, and includes scenarios that address the youth and teens’ pride in their parent’s service to their country, as well as common emotions in anticipation of the parent’s deployment, stress impact and positive coping during deployment, and the challenges and re-establishment of equilibrium following parent’s reunion.

The novel includes characters from diverse backgrounds, including Latino, African-American, Native American, and Caucasian families, and includes single parent as well as two parent households. Both mothers and fathers are represented as deployed parents. A significant focus of the storylines in the novel is the role of trusted teachers as mentors and guides for youth through the stages of deployment. Youth characters are encouraged to express feelings and teacher characters provide useful reframing to assist youth to develop or utilize positive coping methods with stress experiences. Parental characters provide a similar degree of support in the novel. The novel includes strong connections between parents, youth and schools, indicating this resource may have been designed for primary distribution through school districts.

The novel’s storyline was created from actual letters and stories written by youth who experienced the military deployment of a parent, providing a realistic portrayal of what youth may experience. This resource was reviewed in a PDF version. Printed copies are available for purchase through the University of Wisconsin OMK website [www.uwex.edu/ces/4h/omk](http://www.uwex.edu/ces/4h/omk).



This material is based upon work supported by USDA and the United States Department of Defense under Award No. 2009-48667-05833.

## ***Operation Military Kids Teaching Lessons: Support Activities for Students with a Parent On Military Deployment***

**Created by:** Wisconsin Department of Public Instruction (publication date unknown)

**Type of Resource:** Curriculum instruction for schools

**Target Population:** Youth in grades 5-8

**Objective(s):** To provide education and support information for youth who are experiencing parent deployment, as well as provide information and resources for non-military youth to support their peers.

**Settings for Use:** School counselor, language arts or health classrooms

**Materials Reviewed:** Curriculum guide

**Recommended Use of Materials:** This activity guide includes lesson plans and student assignments to accompany the *Operation Military Kids: Military Families in Our Own Backyards* graphic novel. Each activity is designed for use during classroom periods in which a chapter of the graphic novel is discussed to provide context for youth experiencing the military deployment of a parent. Activities provide an opportunity for students to identify feelings, identify successful coping strategies, and for non-military youth, to empathize and develop ideas and skills to support their peers who are experiencing parental deployment. Recommended for use in school guidance office and classroom settings by experienced counselors and teachers, in small groups or in individual sessions.

**Description and Assessment of Materials:** This 94-page curriculum guide contains eight (8) lessons to accompany the graphic novel, *Operation Military Kids: Families in Our Own Backyards*. Designed for students with a loved one engaged in active duty in the military, it is designed to assist young people to identify feelings, situations, and coping strategies to support their experience during the deployment cycle. Each lesson plan includes key messages from the story, and discussion, or essay questions for students to complete to process what they have learned. Facilitation guidelines are provided to anticipate common responses and to assist



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educators to help students connect with the material. Additionally, guidelines for how to score or grade the activities are included in the event that lesson plans are utilized as part of student grade performance. This resource is available for download through University of Wisconsin Extension at <http://4h.uwex.edu/omk/school.cfm>.

### ***Operation Military Kids: Hero Pack Guide***

**Created by:** Oram, K.M., USDA Curriculum Specialist/NYS 4-H Military Liaison, Cornell University Cooperative Extension (2005)

**Type of Resource:** Facilitator's/Trainer's Guide

**Target Population:** Children and adolescents in groups interested in community service for military families

**Objective(s):** To provide support for military families, especially children preparing for the deployment of a parent, and to provide non-military youth an opportunity to develop a service learning project in support of military families in their communities.

**Settings for Use:** Youth programs or facilitated youth events

**Materials Reviewed:** Trainer's guide

**Recommended Use of Materials:** The *Hero Pack Guide* is appropriate for use in youth programs or with youth groups across a wide range of settings. Adult facilitated, yet youth-led, this manual provides a replicable model for how to develop and execute a *Hero Pack* giveaway event, and includes step by step information for group facilitators and youth participants.

**Description and Assessment of Materials:** *OMK: Hero Pack Guide* is a comprehensive guide for adults to facilitate the development of Hero Pack projects for military youth. Hero Pack projects are designed to provide opportunities for service learning for youth as well as to recognize the efforts and situations of children in National Guard and Reserve families during a parent's deployment. A typical Hero Pack is a backpack filled with items that support children's



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connection to their deployed parent, a personalized note of thanks recognizing the child's bravery and effort in supporting their deployed parent, and special items that foster communication and healthy expression of feelings.

Hero Packs are assembled and distributed by youth for youth, and the Hero Pack project is designed to be youth-led with adult support. The *Hero Pack Guide* provides step-by-step facilitation instructions for adults who convene a Hero Pack group through a youth program, or other voluntary based organization. The Guide provides information about military youth experiences to foster increased understanding of deployment and its impact on families, as well as information to support youth to effectively contribute to supporting military youth in their community.

The *Guide* is one hundred (100) pages in length, and includes activities for each phase of convening the group, instructions for creating crafts to enclose in the Hero Packs, tips regarding how to engage businesses for in-kind donations, how to design an event for distributing the Packs, and how to effectively engage media to highlight the project.

The *Guide* is well organized, comprehensive, and developed based upon well-accepted, research based youth development principles. Youth leaders are able to follow the manual to facilitate a group to complete a full *Hero Pack* Event in their community.

### ***Operation Military Kids: Ready, Set Go!-Training and Resources Manual***

**Created by:** 4-H/Army Youth Development Project (2007)

**Type of Resource:** Training Manual and PowerPoint Slides

**Target Population:** Adults who will participate in a statewide Operation Military Kids (OMK) Team to support military children and youth through community-based efforts

**Objective(s):** To provide participants with hands-on practical information to assist them in building capacity to educate communities about local issues related to supporting military kids currently coping with the stress of parent deployment.



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To support participants with planning, implementation, and facilitation of training at the state, regional and local levels to increase understanding and support for National Guard, U.S. Army Reserve, and other youth across areas impacted by the current global war on terrorism.

**Settings for Use:** Adult group team training sessions

**Materials Reviewed:** OMK: RSG! Manual 7<sup>th</sup> Edition

**Recommended Use of Materials:** The curriculum, as designed, is best administered in its entirety to new and potential team members and collaborators on OMK initiatives. Some curriculum modules could be delivered to broader community audiences, including professionals, paraprofessionals, and volunteers. For example, information regarding building child and youth resilience, stress indicators, and the emotional cycle of deployment could be utilized as community or professional in-service training sessions across many child and youth serving sectors. Content of this manual is designed to be facilitated by trained and experienced facilitators and trainers, due to the level of information, group facilitation and activities and team action plan development included in the curriculum.

**Description and Assessment of Materials:** This is a comprehensive trainer’s manual designed for OMK state leaders/trainers to prepare their state team members for the project and how to begin developing their goals and efforts to support military children and youth. Specific emphasis is on targeting families of National Guard and Reserve families who do not have the connection to military bases and immersion in military culture or lifestyle—“suddenly military”.

The curriculum, including eleven (11) modules, is delivered over a 5-day period, and includes a comprehensive description of OMK, the organizational structure at the federal, state, and local levels, and the goals of the partnership between the military and 4-H in implementing the program. Participants receive education and information regarding stress signs for targeted age groups (infants, toddlers, elementary, adolescents) as well as methods for developing resiliency in youth, and the impact of environmental influences on coping and resiliency.

Strategies are provided for development of successful community partnerships and collaborative efforts, and how to begin to work successfully as a state team. The manual provides facilitators with slides, trainer notes, handouts, and information to successfully deliver



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training to OMK team members regardless of location: it is a universally used curriculum throughout the Land Grant University system.

The curriculum is comprehensive, well-organized, and descriptive, allowing for trainers/facilitators to easily implement the material. The manual is available online through several websites; however, the primary site is [www.4-hmilitarypartnerships.org](http://www.4-hmilitarypartnerships.org).

***Operation Military Kids Story (Adapted 'Banana Splits' Curriculum)***

**Created by:** University of Wisconsin (publication date unknown)

**Type of Resource:** Facilitation guide and handouts

**Target Population:** Children ages 6-12, in National Guard or Reservist families

**Objective(s):** To assist children experiencing the deployment of a family member to identify and share feelings, as well as identify and utilize appropriate coping strategies.

**Settings for Use:** Classroom or guidance settings, as well as out of school program settings

**Materials Reviewed:** Operation Military Kids Story and accompanying handouts

**Recommended Use of Materials:** The context of the story indicates that this resource is designed for use in elementary schools, in a classroom or guidance setting, facilitated by a teacher, youth worker, or counselor. This resource may also be utilized in out of school settings for elementary age youth.

The encouragement of healthy expression of feelings is a positive aspect of this resource. Using non-verbal means of expression through activities (art-based worksheets, as well as writing-based worksheets) provide children with age-appropriate options to identify emotions and develop positive coping strategies. Facilitators of this material are advised to be aware of referral sources for further counseling or professional support interventions if warranted. The materials appear to be useful for both individual and group settings.



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**Description and Assessment of Materials:** This four (4) page story/facilitation guide includes five (5) handouts and two (2) recommended activities. The story is designed to present the experiences of an elementary age male who is a child of a deployed National Guard Service member. The story and facilitation guide are designed to assist children to identify and share feelings and emotions related to the stress of deployment (specific emphasis on expression of anger), and to identify and utilize coping strategies. Supporting information regarding the use of this particular resource is not available.

***Sesame Street ‘Talk, Listen, Connect: Deployments, Homecomings, Changes’***

**Created by:** Sesame Workshop (2008)

**Type of Resource:** DVD video, with accompanying magazine for adults and poster for children

**Target Population:** Young children (up to age 5) and caregivers of all service branch families

**Objective(s):** To assist young children to understand the process of parent deployment, including family changes, common feelings, and adjustment to reunion when a parent returns from tour of duty.

**Settings for Use:** Home or out-of-home childcare settings

**Materials Reviewed:** DVD 1–*Deployments and Homecomings*; DVD 2- *Changes*; Magazine for parents and caregivers

**Recommended Use of Materials:** These materials are easily accessible, language appropriate, and developmentally appropriate for Sesame Street™ audiences (children up to age 5, and possibly older siblings). The specific information for caregivers, footage of military families, and examples of how to talk with and support young children are valuable tools that can be integrated immediately to begin conversations and support young children.

The Sesame Street™ ‘*Talk, Listen, Connect: Deployments, Homecomings, Changes*’ DVDs can be utilized in home settings by caregivers, or in early childhood out-of-home settings. The materials are designed for families and caregivers with lay knowledge of child adjustment and



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stress; therefore, no special education, skills or follow-ups are required to effectively implement the materials. Materials could be distributed widely without training or facilitation instructions.

**Description and Assessment of Materials:** This package includes two (2) DVDs, an activity poster for children, and a magazine of tips for adults. The materials are available for download online at [www.militaryonesource.com](http://www.militaryonesource.com) and other websites free of charge. Each DVD is approximately 20 minutes in length, featuring the beloved Elmo character and his family from Sesame Street™. The DVDs include storylines, songs, and interviews with military families and children to provide learning for young children and their caregivers regarding preparation for deployment, coping with the changes in the family during deployment, and reunification. Each DVD includes a video story for children, and another video for adult caregivers, to provide useful information and tips for how to help support young children as they understand what deployment means and how to maintain family bonds during separation.

The second DVD in the package addresses the permanent changes that accompany an injured Service member's return home from deployment. Children are provided stories to assist them in learning to adjust to a parent's injury, or permanent disability. Again, storylines with Sesame Street™ characters, songs, and interviews with military families provide learning for young children as well as meaningful tips and information for caregivers and Service members to support their children through the family changes.

The accompanying magazine provides useful information to support adult caregivers to initiate conversations with, listen to, and facilitate supportive coping strategies for young children experiencing the cycle of deployment. All of the resources include English and Spanish language options, and present a variety of family structures (e.g. single parent, two-parent, female Service member, male Service member, grandparent caregiver) and cultural ethnicities.



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## ***Your Parent Is Deployed: Activities for Children and Preteens***

**Created by:** U.S. Navy (2008)

**Type of Resource:** Training module for facilitators

**Target Population:** Ages 5-12

**Objective(s):** To provide interactive opportunities for children to learn about the military and parental pride in serving their country, as well as how to maintain communication and connection with a deployed parent.

**Settings for Use:** Small groups in school and non-school settings where an adult facilitator is present

**Materials Reviewed:** Trainer/facilitator guide

**Recommended Use of Materials:** Activities are useful for youth programming sessions for a variety of ages. With facilitation directions, target age group and energy level involved (low, moderate and high energy), the activities are designed for a variety of settings. Most activities are designed for implementation in small groups, but also could be facilitated in larger groups of children and youth with appropriate participant/facilitator ratios. Activities are best facilitated by volunteers or staff with appropriate training and skills in working with youth.

**Description and Assessment of Materials:** This module contains nearly 20 different activities for use with a variety of age groups, from young children (kindergarten age) to late elementary age youth. Facilitator notes include clear instructions for each activity, a list of necessary supplies, time for each portion of the activity, and energy level of each activity. Also included are individual activities (i.e. word search games and other handouts).



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## Summary

Preparation and support for our nation's Armed Forces Service members and their families before, during and following deployment is a critical endeavor. This report has sought to identify three distinct areas regarding available deployment materials. First, to identify specific content areas in compliance with DoD Guidance and Instruction; Secondly, to identify potential gap areas in which new content may need to be developed, and third; to recommend curriculum appropriate for adaptation across all Service Branches.

The curriculum review process consisted of three (3) rounds of independent reviews of ten (10) curricula, and narrative review/descriptions of an additional eighteen curricula. All curricula reviewed for Service members and families were developed by Army, Navy and the Marine Corps. Child and youth resources were reviewed through a qualitative narrative process. Results of our review of the twenty-eight Service branch developed curricula indicate that Service Branches are collectively in compliance with most areas identified by DoD Guidance and Instruction.

Many curriculum areas developed per DoD Guidance and Instruction were found to be comprehensive and well-designed, and subsequently were recommended for adaptation across all Service Branches. Moreover, we noted curricula that are useful for Service members and their families, however, were not part of prescribed DoD curriculum Guidance. Such curricula are included in the recommendations for adaptation across all Service branches, and include topics such as; car buying; home and personal safety, and; leadership skill development.

Content areas recommended for revision or development include; *Child Custody Arrangement planning; Maintenance of Professional Licensing and Certifications; Sensitivity Training; Suicide Prevention; Civilian Employer Information; Outreach to Employers; Education Benefits, Job & Career Counseling, and; Law Enforcement Briefing.* These areas are recommended for further revision or development based on mean rating scores below 2.5 on a 3-point scale, or missing information in curricula reviewed.

Child and youth deployment resources were found to be age appropriate, well-designed, and informative regarding the emotional and developmental processes associated with parental



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deployment. A broad variety of resources are available for children and youth at every age level, with the majority of resources targeting the 12-18 year old age group. Several resources have been created for helping professionals, to help educate and prepare them to address the unique needs of military children and youth. Resources for parents and caregivers to use with their children were also identified. Resources reviewed were developed by Land Grant Universities, Service Branches, and civilian organizations. Evaluations of children and youth resources are unavailable. Learning more about these resources role and effectiveness in preparing and supporting youth through parental deployment is recommended.

It is important to note that this review was based on twenty-eight curricula identified through a data collection process that yielded twenty responses. Additional information, curricula, or resources may be available through the Service Branches that was not available or identified for review.



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# Appendix



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## APPENDIX A: UNIVERSAL DEPLOYMENT CYCLE CURRICULUM RECOMMENDATIONS/GAPS MATRIX

Please refer to the attached Excel file labeled 'Universal Deployment Cycle Curriculum Recommendations/Gaps Matrix' for this Appendix.

### Appendix A Instructions

The attached Excel file contains four (4) worksheets that may be viewed by using the tab buttons at the bottom of the page.

The worksheets include:

1. **All Deployment Phases:** Includes information for all stages of deployment in one matrix
2. **Pre-Deployment:** Includes information specifically for the Pre-Deployment stage
3. **Deployment:** Includes information specifically for the Deployment stage
4. **Demob and Post-Deployment:** Includes information for both Demobilization and Post-Deployment stages

### Matrix Legend

The legend is located at the upper left corner of each worksheet.

- ✓ Indicates content is recommended for adaptation across all Service Branches
- ✎ Indicates content is recommended for revision or expansion

### Suggestions for Optimal Viewing

- Ensure viewing setting is at no less than 70%
- At the bottom right corner, three (3) icons are located to change the view of the worksheets. 'Normal' and 'Page Layout' are the recommended options.
  1. The 'Normal' setting allows the user to scroll through the entire worksheet
  2. The 'Page Layout' setting will allow the user to view each page separately



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### **Suggestions for Printing**

Select the desired worksheet tab to print (e.g. Pre-Deployment). Be sure to view the 'Page Layout' view to ensure proper printing. The legend will print at the top left corner of each page for easy reference. The total number of printed pages for each tab is provided below:

- All Deployment Stages            50 pages
- Pre-Deployment                    35 pages
- Deployment                        12 pages
- Demob and Post-Deployment    15 pages



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## APPENDIX B CHILDREN AND YOUTH DEPLOYMENT CYCLE RESOURCES GUIDE

Resources for Ages 0-5					
Title	Type of Resource	Deployment Stage for Use			
		Pre-Deployment	Deployment	Demobilization	Reunion
<i>Deployment Support: Children &amp; Youth Handbook*</i>	Training Manual		✓	✓	
<i>Deployment Support: Working With Military Children-Child Care Providers, Child &amp; Youth Services Personnel*</i>	Training Manual		✓		
<i>Kids N Deployment: Parents Helping Kids</i>	Activity Guide/ Workbook		✓		
<i>Kids N Reunion: Parent Handbook</i>	Activity Guide/ Workbook			✓	✓
<i>My Goodbye Book</i>	Activity Guide	✓	✓		
<i>Operation Military Kids: Ready, Set, Go!*</i>	Training Manual	✓	✓	✓	✓
<i>Sesame Street 'Talk, Listen, Connect: Deployments, Homecoming, Changes'</i>	Video/DVD	✓	✓	✓	✓
Resources for Ages 6-11					
Title	Type of Resource	Deployment Stage for Use			
		Pre-Deployment	Deployment	Demobilization	Reunion
<i>Deployment Support: Children &amp; Youth Handbook*</i>	Training Manual		✓	✓	
<i>Deployment Support: Military Children and Deployment School Personnel Brief*</i>	Training Manual	✓	✓	✓	✓
<i>Deployment Support: Working With Military Children-Child Care Providers, Child &amp; Youth Services Personnel*</i>	Training Manual	✓	✓	✓	
<i>Experience Operation Military Kids**</i>	Facilitator's Guide	✓	✓	✓	✓
<i>Goodbyes Are Hard</i>	Activity Guide	✓	✓		
<i>I Can Do That</i>	Activity Guide	✓	✓		
<i>Kids N Deployment: Parents Helping Kids</i>	Activity Guide/ Workbook		✓		
<i>Kids N Reunion: Parent Handbook</i>	Activity Guide/ Workbook			✓	✓
<i>Mr. Poe &amp; Friends Discuss Family Reunion After Deployment</i>	Video/DVD	✓	✓	✓	✓



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APPENDIX B CHILDREN AND YOUTH DEPLOYMENT CYCLE RESOURCES GUIDE

Resources for Ages 6-11 (continued)					
Title	Type of Resource	Deployment Stage for Use			
		Pre-Deployment	Deployment	Demobilization	Reunion
<i>Operation Military Kids Deployment Cycle Support Yellow Ribbon Youth Outreach Activity Guide</i>	Facilitator's Guide	✓	✓	✓	✓
<i>Operation Military Kids Hero Pack Guide</i>	Facilitator's Guide	✓	✓		
<i>Operation Military Kids Story: Adapted 'Banana Splits'</i>	Facilitator's Guide	✓	✓		
<i>Operation Military Kids: Ready, Set, Go!*</i>	Training Manual	✓	✓	✓	✓
<i>Your Parent Is Deployed: Activities for Children and Preteens</i>	Training Manual	✓	✓	✓	
Resources for Ages 12-18					
Title	Type of Resource	Deployment Stage for Use			
		Pre-Deployment	Deployment	Demobilization	Reunion
<i>3,2,1...Action Videography Workshop Handbook</i>	Trainer's Manual	✓	✓	✓	✓
<i>4H/Army Child &amp; Youth Services Teen Babysitting Course***</i>	Training Curriculum/ Workbook	✓	✓	✓	✓
<i>Deployment Support: Children &amp; Youth Handbook*</i>	Trainer's Manual		✓	✓	
<i>Deployment: It's Not a Game</i>	Board Game		✓		
<i>Deployment Support: Military Children and Deployment School Personnel Brief*</i>	Trainer's Manual	✓	✓	✓	
<i>Deployment Support: Working With Military Children-Child Care Providers, Child &amp; Youth Services Personnel*</i>	Trainer's Manual	✓	✓	✓	
<i>Enhance Your Program With Service Learning</i>	Activity/Facilitator's Guide	✓	✓	✓	✓
<i>Experience Operation Military Kids</i>	Activity/Facilitator's Guide	✓	✓	✓	✓
<i>Military Youth Coping With Separation: When Family Members Deploy</i>	Video/ DVD	✓	✓	✓	✓
<i>Operation Military Kids: Boots Off Manual</i>	Trainer/Facilitator Manual			✓	✓



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Resources for Ages 12-18 (continued)					
Title	Type of Resource	Deployment Stage for Use			
		Pre-Deployment	Deployment	Demobilization	Reunion
<i>Operation Military Kids: Boots On Manual***</i>	Trainer/Facilitator Manual	✓	✓		
<i>Operation Military Kids Deployment Cycle Support Yellow Ribbon Youth Outreach Activity Guide</i>	Facilitator's Guide	✓	✓	✓	✓
<i>OMK: Military Families in Our Own Backyards†</i>	Graphic Novel	✓	✓		
<i>Operation Military Kids: Hero Pack Guide</i>	Facilitator's Guide	✓	✓	✓	✓
<i>Operation Military Kids: Ready, Set, Go!*</i>	Training Manual	✓	✓	✓	✓
<i>Operation Military Kids Teaching Lessons: Support Activities for Students With a Parent on Military Deployment†</i>	Curriculum Instruction for School Classrooms	✓	✓	✓	✓
<i>Separations Happen</i>	Activity Guide	✓	✓		
<i>Speak Out For Military Kids (SOMK) Manual</i>	Trainer/ Facilitator Manual	✓	✓	✓	✓

\*Resource is designed for adults who will work with youth in this age group

\*\*Resource indicates use for children as young as age 5

\*\*\*Resource indicates use for ages 11-18

\*\*\*\*Resource indicated use for ages 13-18

† Materials with this symbol are designed for use together



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The following listed web sites were identified by survey respondents as resources utilized or shared with Service members and their families throughout the stages of the deployment cycle. No recommendations are implied by listing them here, they serve as reference for further description only.

**American Red Cross**: The American Red Cross is a humanitarian organization that provides emergency assistance, disaster relief and education inside the United States. It is the designated U.S. affiliate of the International Federation of Red Cross and Red Crescent Societies. Today, in addition to domestic disaster relief, the American Red Cross offers services in five other areas: community services that help the needy; communications services and comfort for military members and their family members; the collection, processing and distribution of blood and blood products; educational programs on preparedness, health, and safety; and international relief and development programs.

**Army Reserve Child and Youth Services (ARCYS)**: The goal of this team is to establish and implement a Child & Youth Services Program which addresses the Army Reserve's child care, youth development, and school transition needs through community-based programs. ARCYS provides Army Reserve Soldiers and their families up-to-date information on services available to them in their own communities, activities relevant to today's Army Reserve youth, community education about the unique needs of Army Reserve youth's, and establishes avenues of support to help meet their needs.

**Army Reserve Family Programs (ARFP)**: ARFP provides a variety of resources and vital information to help families while their soldier is deployed.

**Dave Ramsey Financial Peace University**: The University is comprised of classes that meet for two hours each week for 13 weeks, to help individuals lower their debt and learn more about financial planning.

**Employer Support of the Guard & Reserve (ESGR)**: The mission statement of the ESGR is to develop and promote employer support for Guard and Reserve service by advocating relevant initiatives, recognizing outstanding support, increasing awareness of applicable laws, and resolving conflict between employers and service members.

**Family Assistance Center (FAC)**: The focus of the FAC is on building relationships and connecting individuals to the solutions they deserve. They are available for help on different military service issues including: medical care, military and VA benefits, personnel action, financial difficulties, and individual and family counseling.



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**Family Readiness Group (FRG):** FRG is a command-sponsored organization of family members, volunteers, soldiers and civilian employees associated with a particular unit. FRG's are established to provide activities and support to enhance the flow of information, increase the resiliency of unit soldiers and their families, provide practical tools for adjusting to military deployments and separations, and enhance the well-being and esprit de corps within the unit.

**Joint Family Support Assistance Program (JFSAP):** The JFSAP augments existing family programs to provide a continuum of support and services based on member and family strengths and needs and available resources. The primary focus of support is families who are geographically dispersed from a military installation. Services are delivered in local communities through collaborative partnerships with Federal, State, and local resources.

**Joint Services Support (JSS):** The JSS is responsible for providing the policies, resources and training to ensure consistent human resources programs that shape and enhance NGB and Joint Force Headquarters strategic initiatives, personnel readiness, operational capabilities, and the sustainability of the National Guard community.

**Managed Health Network (MHN):** MHN, a Health Net company, delivers clinically based workplace solutions to improve productivity for its clients and enhance the lives of its members. MHN is certified by the Utilization Review Accreditation Committee (URAC) and is licensed under the Knox-Keene Health Care Service Plan Act as a specialized health care service plan in mental health and chemical dependency. MHN's solutions promote work/life balance, wellness, employee productivity and organizational efficiency.

**Military Family Life Consultants (MFLC):** MFLC is a program offered through the Army, designed to provide anonymous, confidential support to Soldiers and their family members, especially those returning from deployments. The goal of the consultants is to prevent family distress by providing education and information on family dynamics, parent education, available support services, and the effects of stress and positive coping mechanisms.

**Military OneSource:** Military OneSource is provided by the Department of Defense at no cost to active duty, Guard and Reserve (regardless of activation status) and their families. It is a virtual extension of installation services.

**Military Spouse Magazine:** Military Spouse magazine is the only national magazine that is by, for, and about U.S. Military Spouses. Military Spouse magazine incorporates all aspects of life in the military, including deployment, relationships, family, money, career and education, and well-being.



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**National Association of Child Care Resource & Referral Agencies (NACCRRRA)**: The NACCRA mission is to promote national policies and partnerships to advance the development and learning of all children and to provide vision, leadership, and support to community Child Care Resource & Referral. To achieve their mission, they lead projects that increase the quality and availability of child care professionals, undertake research, and advocate child care policies that positively impact the lives of children and families.

**National Fatherhood Initiative (NFI)**: NFI's mission is to improve the well-being of children by increasing the proportion of children growing up with involved, responsible, and committed fathers.

**Our Military Kids**: A nonprofit organization that provides grants to children of the deployed Reserve and National Guard. Our Military Kids grants honor the service of the military to the country by helping support their family, and the challenges they face at home during their Service member's deployment.

**Stop Bullying Now Video Toolkit**: The Stop Bullying Now website includes lots of free video content, including the 12 animated Stop Bullying Now Webisodes, Public Service Announcements (PSAs), and Video Workshops for professionals.

**Strong Bonds**: Strong Bonds is a unit-based, chaplain-led program which assists commanders in building individual resiliency by strengthening the Army Family. The core mission of the Strong Bonds program is to increase individual Soldier and Family member readiness through relationship education and skills training. Strong Bonds is conducted in an offsite retreat format in order to maximize the training effect. The retreat or "get away" provides a fun, safe, and secure environment in which to address the impact of relocations, deployments, and military lifestyle stressors.

**U.S. Army Public Health Command (USAPHC)**: The mission of the USAPHC is to promote health and to prevent disease, injury and disability of Soldiers and military retirees, their families, and Army civilian employees, as well as to assure effective execution of full-spectrum veteran service for Army and DOD.

**U.S. Department of Veterans Affairs (VA)**: The mission of the VA is to fulfill President Lincoln's promise "To care for him who shall have borne the battle, and for his widow, and his orphan" by serving and honoring the men and women who are America's veterans. The VA's vision is to provide veterans the world-class benefits and services they have earned - and to do so by adhering to the highest standards of compassion, commitment, excellence, professionalism, integrity, accountability, and stewardship.



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Dear Reviewer,

Thank you for your participation in the Deployment Curriculum Review phase of the DoD Gap Analysis project. As part of this phase, you will be asked to review curricula used by the Service Branches to educate Service members and their families about the deployment process and the resources, outreach services, and information available to them.

### Background:

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In July of 2008, the Secretary of Defense issued a Memorandum requiring all Service Branches of the U.S. Military to develop training and preparation materials to guide Service members and their families through each stage of the deployment process. In response, each of the Service Branches of the military, including National Guard and Reserve, the Department of Veterans Affairs, Land Grant Universities, and private sector organizations developed curricula, information sheets, videos, and other materials to help support Service members and their families transition smoothly through each stage of the deployment cycle.

In order to ensure all curricula are in compliance with the suggested guidelines set forth by the memorandum, the DoD surveyed each of the Armed Service Branches and collected a sample of their curricula, resources, and videos to review. In conducting this curriculum review, we will determine whether the curricula are in compliance with DoD guidelines, identify gaps in required information and lastly, provide recommendations for the creation of a universal curriculum to be used across all Service Branches.

### Instructions:

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You will receive a curriculum, rubric, and guidance outline in order to complete the review. Curricula will be emailed and will come in the format of a website, PDF or PowerPoint. (*Please note that some curricula may include a combination of these formats.*) Begin by reviewing the curriculum and any materials that may accompany—handouts, PowerPoint, instructor aides.

Once you have reviewed the curriculum, review the rubric and become familiar with the various questions. The rubric is broken down by sections (i.e. medical, legal, financial etc.) and includes the following:

1. **Curriculum Criteria** – this provides the criteria for each topic outlined by the DoD memorandum.
  - The curricula do vary in size, content, and design; therefore, topics covered in the curriculum may not follow the order of the rubric. Being familiar with the rubric's content items will help to match the appropriate items to the topic you are rating in the curriculum.



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2. **Rating 0-3** – the rating is based on a 0-3 scale, as follows:

- 3- *Meets guidance criteria- includes a complete description of the topic and includes referral information. (i.e. how to obtain the service, contact information)*
- 2- *The topic is briefly described and/or referral information is limited.*
- 1- *The topic is mentioned, but description and referral information is missing.*
- 0- *Information about the topic is not found in the curriculum.*

*N/A- Please indicate N/A for areas not applicable to the curriculum reviewed (due to stage of deployment, curriculum content specific, i.e. curriculum only covers Financial Planning, etc.)*

Please note that some questions will ask you to **“Refer to Guidance”** in order to provide more details about the criteria set for that particular question.

3. **Comments** –provide comments to support your rating, including information about additional resources (activities, hand-outs) or information that may be unclear or is incomplete to meet guidance criteria.

- ❖ There is also a **“Comments Box”** at the end of each section where any additional topics or materials included in the curriculum but not listed in the rubric should be noted. (i.e. identify theft, email fraud)

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**Examples of ratings:**

Rated 3: Army Family Team Building Level I

- Module 1.6
  - o Introduction to Military and Civilian Community Resources
    - Explains what resources are available, handouts with website and contact info. (i.e. comments: handouts with community organizations and military support services listed).

Rated 2: Marine Corps Married Service Member

- Slide 16
  - o Combat Operational Stress Workshops
    - Is listed and only tells you where to go but no other information provided about the workshop or what it means.

Rated 1: Marine Corps Married Service Member

- Slide 16
  - o Counseling
    - Listed and says it's available, but does not say where, who to call, or any other information.



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### Rated 3: Navy Handbook

- Navy Homecoming- pg. 350
  - o Chaplain service
    - Describes who they are and what services they can provide and who to contact to get more information.

### Rated 2: Single Marine

- Slide 4 Legal Planning
  - o POA- briefly explains that you need one, but doesn't fully explain what it is or how to obtain one.



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## APPENDIX D DEPLOYMENT CURRICULUM SAMPLE REVIEW RUBRIC

Date: \_\_\_\_\_

Reviewer Name: \_\_\_\_\_

Title of Curriculum Reviewed: \_\_\_\_\_

Type of Curriculum: (please check)  PowerPoint  Online Module  Handbook  Other, please describe \_\_\_\_\_

Indicate if curriculum specifies for what **Target Population** and **Service Branch** it was designed for. Check all that apply.

**Target Population:**

- Service Member  
 Entire Family  
 Children, ages 0-5  
 Youth, ages 6-18  
 Other (i.e. teachers, program coordinators)

**Service Branch**

- Army  
 Navy  
 Air Force  
 Marines  
 Not Specified

**Rating 0-3**

3= Meets guidance criteria- includes a complete description of the topic and includes referral information. (i.e. how to obtain the service, contact information)

2= The topic is briefly described and/or referral information is limited.

1= The topic is mentioned, but description and referral information is missing.

0= Information not included in curriculum.

N/A = Not applicable to curriculum.

## APPENDIX D DEPLOYMENT CURRICULUM SAMPLE REVIEW RUBRIC

CURRICULUM CRITERIA		RATING 0-3	COMMENTS
<b>MEDICAL</b>			
1	Are resources or information provided on mental health services?		
1a.	Is information on <b>TRICARE</b> provided that explains how the system works for both new and existing members?		
1b.	Is information on <b>TRICARE Dental Program (TDP)</b> provided that explains the insurance program is voluntary and explains the difference between civilian dental providers and those accepted by TDP?		
1c.	*Is information on programs or resources provided to address <b>Stress Management?</b> (Post Traumatic Stress Disorder)		
1d.	Is information on <b>Operational Stress Control (OSC)</b> provided that explains OSC's methodology and ensures the long-term understanding on how OSC affects services members and their families? (Refer to guidance)		
1e.	Is information on <b>Pre-Deployment Health Assessment (PDHA)</b> requirements provided, including how to access DD questionnaire form available online? (Refer to guidance)		
1f.	Is information on <b>Post-Deployment Health Assessment (PDHA)</b> requirements provided, including how to access DD questionnaire form available online? (Refer to guidance)		
1g.	Is information on <b>Suicide Prevention</b> and community health and response provided? This includes providing Service members and their families with training on suicide prevention and community healing in response to suicide. (Refer to guidance)		
1h.	Is information on <b>Transitional Assistance Management Program (TAMP)</b> provided? (Refer to guidance)		
1i.	Is information on the <b>Transition Assistance Advisor (TAA)</b> Program provided? (Refer to guidance)		
Provide additional comments on Medical resources included in the curriculum that are not listed above.			



**APPENDIX D DEPLOYMENT CURRICULUM SAMPLE REVIEW RUBRIC**

CURRICULUM CRITERIA		RATING 0-3	COMMENTS
<b>LEGAL</b>			
3	Is information on how to obtain a <b>Power of Attorney (POA)</b> , including the various types of POAs and local variations provided?		
3a.	Is information on <b>Wills and Estate Planning</b> provided? Including estate planning, assignment of a POA, and a living will or designation of a health-care proxy (medical POA).		
3b.	Is information on <b>Legal Guardianship</b> including guidance, education and an understanding of the selection of a legal guardian and the personal impact of choosing a legal guardianship provided?		
3c.	Is information on <b>Housing and Rental</b> issues provided, including agreements?		
3d.	Is information on <b>Professional Licensing</b> provided that explains how to maintain licenses and certifications while the Service member is deployed? (Refer to guidance)		
3e.	Is information on <b>Child Custody</b> issues and <b>Child Support</b> provided?		
3f.	Is information on developing a <b>Family Care Plan</b> provided? (Refer to guidance)		
Provide additional comments on Legal resources included in the curriculum that are not listed above.			

## APPENDIX D DEPLOYMENT CURRICULUM SAMPLE REVIEW RUBRIC

CURRICULUM CRITERIA		RATING 0-3	COMMENTS
<b>COMMUNITY/OUTREACH</b>			
4	Is information provided on <b>Community Resources</b> and/or organizations that may offer services to specific audience or connect them to group, institutions, or other organizations?		
4a.	Is information on <b>Veterans Assistance</b> provided?		
4b.	Is information on the <b>American Red Cross</b> provided, specifically the services they provide?		
4c.	Is information on <b>Community Programs</b> and local regional community programs provided that may offer key sources of integrated information?		
4d.	Is information on <b>Children Programs</b> and activities provided, specifically designed to involve children between ages of 0-5?		
4e.	Is information on <b>Youth Programs</b> and activities provided, specifically designed to involve youths between 5-18? Activities oriented towards youth development through recreation, social life, prevention, intervention, or education.		
4f.	Is information on <b>Educational Services</b> provided? Including schools, colleges and university.		
4g.	Is information on <b>Government Agencies and NGO's</b> offering financial aid for families provided? Specifically focused on emergency assistance for families while Service member is deployed.		
4h.	Is information on <b>Child Care</b> services provided, specifically for when the Service member is deployed?		
4i.	Is information on <b>Family Readiness Group (FRG)</b> and FRG Officer provided?		
<p><b>Provide additional comments on Community/Outreach resources included in the curriculum that are not listed above.</b></p>			

**APPENDIX D DEPLOYMENT CURRICULUM SAMPLE REVIEW RUBRIC**

CURRICULUM CRITERIA		RATING 0-3	COMMENTS
<b>SPECIAL/SPIRITUAL</b>			
5	Is information on <b>Chaplain Services</b> provided?		
5a.	Is information on <b>Local Churches and/or faith-based</b> organizations that actively seek to aid families during deployment in order to ease stress during this time provided?		
5b.	Is information on <b>Veteran Centers</b> explaining services and programs available at centers provided?		
5c.	Is information on <b>Marriage Enrichment</b> programs which enable married couples to strengthen relationships, enhance personal growth, and family wellness during all deployment phases provided? (Refer to guidance)		
5d.	Is information on <b>Effective Communication Skills</b> programs provided? Specifically to enable methods that may be used during unexpected events or deployment in order to maintain positive connections with spouse, family, friends, and community.		
5e.	Is information on the <b>Sexual Assault Prevention and Response (SAPR)</b> Program provided? (Refer to guidance)		
5f.	Is information on <b>Alcohol and Drug Abuse</b> counseling provided?		
5g.	Is information and/or resources provided for <b>Single-Service Member</b> (unmarried) Programs?		

**APPENDIX D DEPLOYMENT CURRICULUM SAMPLE REVIEW RUBRIC**

CURRICULUM CRITERIA		RATING 0-3	COMMENTS
<b>SPECIAL/SPIRITUAL</b>			
5h.	Is information on <b>Family Team Building Programs</b> provided? This includes any and all family programs and spouse organizations which should promote unity, resiliency, and support networks among spouses.		
5i.	Is information on <b>Veteran Service Organizations</b> that offer assistance to veterans and their families provided?		
Provide additional comments on Special/Spiritual resources included in the curriculum that are not listed above.			



**APPENDIX D DEPLOYMENT CURRICULUM SAMPLE REVIEW RUBRIC**

<b>CURRICULUM CRITERIA</b>		<b>RATING 0-3</b>	<b>COMMENTS</b>
<b>EMPLOYMENT</b>			
6	Are resources and/or information provided on <b>Employment Services</b> ?		
6a.	Is information on <b>Employer Support of the Guard/Reserves (ESGR)</b> provided? (Refer to guidance)		
6b.	Is information on the <b>ESGR Ombudsman Service</b> Program provided? (Refer to guidance)		
6c.	Is information on <b>Employer Outreach</b> programs provided?		
6d.	Is information from the <b>Department of Labor</b> provided? This includes programs and services to help Service members and spouses seek employment.		
6e.	Is information on <b>Veterans Centers</b> provided which may offer employment services?		
6f.	Is information on <b>Turbo TAP</b> website provided? (Refer to guidance)		
6g.	Is information on <b>Job Fairs</b> and networking opportunities provided?		
6h.	Is information on the <b>Veterans Business Development</b> and resources provided?		
Provide additional comments on Employment resources included in the curriculum that are not listed above.			

**APPENDIX D DEPLOYMENT CURRICULUM SAMPLE REVIEW RUBRIC**

CURRICULUM CRITERIA		RATING 0-3	COMMENTS
<b>REINTEGRATION</b>			
7	Are resources and/or information on <b>Reintegration</b> programs and services provided? Including information on support, advocacy, and referrals to resources for families and/or for wounded, ill or injured Service members and their families.		
7a.	Is information provided on <b>safety officer and/or local police, and Dept. of Motor Vehicles</b> , is provided?		
7b.	Is information on Reintegration programs such as <b>anger management, substance abuse, and/or compulsive behavior</b> provided?		
7c.	Is information on Reintegration programs such as <b>marriage counseling, marriage workshops, single Service member programs, effective communication</b> provide?		
Provide additional comments on Reintegration resources included in the curriculum that are not listed above.			

## APPENDIX D DEPLOYMENT CURRICULUM SAMPLE REVIEW RUBRIC

**For the following questions please only indicate yes/no. You may add comments on the usefulness of the information if included in curriculum.**

ADMINISTRATION REQUIREMENTS	Yes/No	Comments
1 Is information on <b>Law Enforcement Safety</b> Briefs provided?		
2 Is information provided for the various <b>Service Branches websites, and/or other resources websites</b> ?		
3 Is information provided about what <b>Military OneSource</b> offers and how to access site?		
4 Is information provided for <b>Defense Enrollment Eligibility Reporting System (DEERS)</b> ? (Refer to guidance)		
5 Is information on <b>Civilian Employer Information (CEI)</b> provided? Provide appropriate access for entry of CEI into Service member's Service-specific system?		
6 Is information on <b>Reunion</b> and welcome home events to celebrate their safe return provided?		

**Please provide comments on any additional information and/or resources included in the curriculum that was not outlined in the criteria above.**

*The Department of Defense is collecting information about existing deployment curricula and briefs being used within the components of the Services.*

*Please complete the survey and return to [Betsy.Graham@osd.mil](mailto:Betsy.Graham@osd.mil) by 26 February, 2010.*

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Goal

*Identify currently existing resources and the audiences supported by them, and any potential gaps.*

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Objective

*Create a directory of available resources, and partner with the Services and the Land Grant Universities to develop any needed materials which can be modified to fit specific circumstances in support of all components of military Services.*

## Deployment Materials Survey

*\*Please attach any materials used by the Guard and Reserve of your Service.*

- 1. Service:** [Select Service]
- 2. Describe any materials you use in support of deployment activities for the following components:**  
  
Active:  
  
Reserve:  
  
National Guard:  
  
**3. Describe what materials you use for family deployment information for the following deployment cycles:**  
*(please attach electronic versions)*  
  
Pre-deployment:  
  
During deployment:  
  
Post-deployment:  
    30 day:  
    60 day:  
    90 day:
- 4. Who is the intended audience? (Select all that apply)**  
  
Spouses   
Children (young)   
Children (youth)   
Parents   
Other  Please explain:
- 5. What is the scope of the materials you use?**
- 6. Have these materials been evaluated?**

- 7. If they have been evaluated, by whom?**
  
- 8. If you have evaluated the materials based on feedback, please explain from whom you have received it (e.g. focus groups, target audiences, partners [NMFA, OMK], others)?**
  
- 9. Did you make changes based on the evaluation or do you plan to make changes?**
  
- 10. How do you use the materials you have?**
  
- 11. To whom have you distributed materials?**
  
- 12. What measures are in place to train those presenting/using the materials?**

*Thank you for your time completing this survey. Your input is greatly appreciated.*

## Citations for Reviewed Curricula

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