



# Money Matters



A Finance Office Publication for Moody Air Force Base

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## Basic Allowance for Housing and Fiscal Year Closeout

### Life Changes and Your Entitlements

#### Marriage, Divorce, & Children: What You Need to Know

Major life events such like marriage, divorce, and the birth of a child happen every day. When they do, we're sure that the first thought everyone has is, "Oh, I need to tell my local finance office!" No? Well, that's understandable. That is why, this month, we're focusing on marital and dependency changes to help you take the proper steps in reporting these life events and ensuring your financial entitlements are correct.

Any time a military member is married, divorced, or has a child, they must report it to **both** the Military Personnel Flight (MPF) and their servicing finance office. The MPF will update your status in DEERS (Defense Enrollment Eligibility Reporting System), and finance will update the change in the military pay system. Please refer to the guidance below for actions required and how it will affect you:

**Marriage:** Provide your marriage certificate and a completed [AF Form 594](#). If you married a civilian, you will be entitled to Base Allowance for Housing (BAH) at the with-dependent rate. If you married a military member, your BAH rate will not change unless you have children.

**Birth of a Child:** Provide your child's birth certificate and a completed [AF Form 594](#). You will receive the with-dependent rate until your youngest child turns 18 if they are in your custody.

**Divorce:** At minimum, provide your divorce decree and the [AF Form 594](#). If you have children, you must also provide a notarized custody agreement and the birth certificate of your youngest child. If your former spouse is a military member and you do not have primary legal and physical custody, you will receive BAH at the single rate. If your former spouse is a civilian, the BAH entitlement rate will vary based on the contents of your custody agreement. Please contact finance for details.

#### Dependency/Marital Change Resources

You may submit any dependency/marital changes through e-Finance at <https://efinance.sso.cce.af.mil/login?3>. You may also email your required documents to [moody.finance@us.af.mil](mailto:moody.finance@us.af.mil).

To view BAH rates based on your rank, marital/dependency, and duty station, visit <https://www.defensetravel.dod.mil/site/bah.cfm>

### Customer Service Under HPCON CHARLIE

- **Open Counter Hours/In-Person Appointments – Closed**  
- Finance org box is monitored daily: [moody.finance@us.af.mil](mailto:moody.finance@us.af.mil).
- **PCS In-Processing Briefings – Cancelled**  
- PCS vouchers in e-Finance: <https://efinance.sso.cce.af.mil/login?3>
- **Retirements & Separations Briefings – Cancelled**  
- Book a phone appointment on [23cpts.setmore.com](https://23cpts.setmore.com) to schedule your 1-on-1 briefing
- **Travel – Mission essential TDY & CED-generated orders/vouchers will continue to be processed**

#### Helpful Finance Links:

**Defense Travel Office:** <https://www.defensetravel.dod.mil/>  
**Virtual Finance:** Enter the Air Force Portal, scroll to "Finance & Travel" section, and select "Virtual Finance Page on AF Portal."  
**Defense Finance & Accounting Service:** <https://www.dfas.mil/>  
**COVID-19 Info:** [https://mypers.af.mil/app/answers/detail/a\\_id/46624](https://mypers.af.mil/app/answers/detail/a_id/46624)

### FY20 Budget Update

The 4th quarter of the Fiscal Year (FY) is here!

The Wing met the Congressionally mandated 80% spend rate for EOM July. Kudos to all the Resource Advisors, GPC cardholders, Contracting and Finance Personnel!

Note: The Wing will take control of all funds on 20 August.

### Contact Us

For any questions or concerns, please e-mail our help desks:

Military Pay: [moody.finance@us.af.mil](mailto:moody.finance@us.af.mil)  
DTS Travel: [23CPTS.DTS.Travel@us.af.mil](mailto:23CPTS.DTS.Travel@us.af.mil)  
Civilian Pay: [23cpts.civpay@us.af.mil](mailto:23cpts.civpay@us.af.mil)

If you would like one of our technicians to call you, please leave your name, cell phone number, and a detailed description of your question or issue in your email.

You may schedule a phone appointment at [23cpts.setmore.com](https://23cpts.setmore.com).

#### Hours of Operation:

Mon-Fri: 0900-1400

Mon-Fri: Phone Consultations (book on Setmore)