

## Family Separation Allowance

A service member with dependents who serves on an unaccompanied tour of duty may be entitled to a Family Separation Allowance (FSA) of \$250 per month. If there is not a complete month, FSA will be prorated per day. FSA accrues from the day of departure from the home station and ends the day prior to arrival at the home station. This is in addition to any per diem or other entitlements. Members are only entitled to FSA if they have dependents that do not already live at or near the temporary duty station. The member must be away from home for more than 30 consecutive days.



## **Steps to Filing FSA**

<u>1.</u> On the 31<sup>st</sup> day of your trip, fill out a DD 1561 and DD 1610 (printed version of your DTS authorization) requesting FSA. Submit documents to CSP: <u>https://usaf.dps.mil/teams/SAFFMCSP/portal/SitePages/Home.aspx</u>

<u>2.</u> When you return from your trip, fill out a DD 1561 and attach your approved travel voucher to stop FSA entitlements. Submit request through CSP.

<u>3.</u> Always use the start date as the date you left your PDS. The end date is the date you arrived back at the PDS. If you are military to military only one member will receive FSA.

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