



Competitive Professional Development (CPD) for
Civilian Attorney Attendance at
The Judge Advocate Officer's Graduate Course
Announcement Number: CP56/ATTY-FY16-05
SUBJECT TO CONTINUED FY16 FUNDING

Date Opened: 31 December 2015

Date Closed: 1 February 2016

Location: The Judge Advocate General's Legal Center and School (TJAGLCS), Charlottesville, VA.



The Judge Advocate General's
Legal Center and School
EST. 1951

Course Dates:

Judge Advocate Officer's Graduate Course, approx. 22 August 2016 - 1 June 2017

Course Description: A resident ten month course accredited by the American Bar Association, which prepares experienced attorneys for leadership and management in an Army legal office and other positions of increased responsibility. Students who successfully complete the course will receive a Master of Laws (LL.M) in Military Law. Students must satisfactorily complete a minimum of 30 credit hours of coursework. Core courses consist of 20 credit hours in criminal law, administrative and civil law, legal assistance, international and operational law, government contract and fiscal law, professional development, and professional writing. Electives consist of 10 credit hours, including a professional writing requirement.

Pre-requisites: Applicants must sign a Continued Service Agreement.

Additional Information: CP-56 will centrally fund TDY (per diem & travel as allowed under the JTR - no rental cars). Salary will continue to be paid by the individual's command.

Who May Apply: Permanently appointed U.S. Army Civilian attorneys at the GS-12 to GS-15 level (or equivalent) in the CP-56 Legal Career Program (to include Local Nationals). Applicants must have at least four years but not more than fifteen years of Civilian attorney service with the US Army as of 1 August 2016. To be considered for attendance, attorneys must not have previously attended or completed the resident Judge Advocate Officer's Graduate Course. No waivers of these requirements will be granted.

Application packet must contain:

1. [Completed Application for ACTEDS Training Opportunities \[Online\]](#)

2. [Employee's Statement of Interest \[Online\]](#): Explain how the proposed training furthers your personal development and detail what you hope to gain from the training. Your statement should address specifically how the applicable core competencies taught during the Graduate Course (criminal law; administrative and civil law; legal assistance; international and operational law; government contract and fiscal law; professional development; and professional writing) will be utilized in your current position or a position you hope to hold in the future.
3. Current Resume
4. [Utilization Plan \[Online\]](#): Plan should reflect the anticipated measurable Return of Value/Return on Investment to the organization and/or Army, *i.e.*, what will be the benefit of the applicant's participation in the training. Please indicate specifically how the employee, in his/her current position, will utilize the Graduate Course training in the core competency areas identified in para. 2 above. **MUST BE COMPLETED AND SIGNED BY SUPERVISOR.**
5. Last three Performance Ratings
6. Civilian Record Brief or Civilian Career Report (*available through <https://acpol.army.mil>*)
7. Law School Transcript and Transcript for any Post-Graduate Courses
8. [Continued Service Agreement \[Online\]](#): Must be signed and dated. Applicants must agree to continue service within the Department of Defense for not less than three (3) times the length of the training.
9. Head of Legal Office Endorsement (not required if Utilization Plan is executed by the head of the legal office).
10. Command Endorsement pursuant to AR 350-1, para. 3-93f(5)

Digitally attach all required documents in a single file.

NLT 1 FEBRUARY 2016

E-mail completed application packets and address questions to: Ms. Sarilyn Leary sarilyn.e.leary.civ@mail.mil
CP-56 Assistant Chief



CP-56

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Competitive Professional Development (CPD) for Civilian Attorney Attendance at the Judge Advocate Officer's Graduate Course Announcement Number: CP56/ATTY-FY16-05

What status will I be in while attending the Judge Advocate Officer's Graduate Course?

A civilian attorney attending long term training at the Grad Course will be in a temporary duty (TDY) status. There is no authority for temporary change of station (TCS) for civilians attending training under the Government Employees Training Act (GETA).

What Joint Travel Regulation (JTR) allowances will I receive while attending the Grad Course?

The JTR authorizes civilians who are receiving training outside the permanent duty station (PDS) under GETA to receive either per diem or dependent and household good (HHG) transportation to and from the training location. Dependent and HHG transportation may be authorized only if the estimated round trip transportation total costs for dependents and HHG between the PDS and the training location is less than the total per diem payments the employee could receive. Per diem remains an authorized allowance, even if dependent and HHG transportation would be less costly. It is assumed that the Grad Course attendee would opt to receive per diem during the period of the training, but transportation costs for dependents and HHG could be elected by the attendee.

Long term TDY is subject to a flat per diem rate under the JTR. Because the Grad Course is 181 days or more, the long term TDY rate is 55% of the locality rate. The rationale for the flat per diem rate is that long term TDY presents the opportunity for more efficient lodging options such as long-term stays, monthly or short-term furnished rentals, which will limit the actual expenditure on lodging.

Additionally, centralized funding will be authorized for you to travel to/from your PDS to TJAGLCS on one occasion – the travel to the course in August 2016, and the return travel in June 2017. Additional trips to the PDS must be paid by either the employee or the employee's command.

What is a Continuing Service Agreement and why do I have to sign one?

In accordance with 5 CFR 410.309(c) and AR 690-400, before attending long term training in excess of 120 calendar days, a civilian employee must sign an agreement to continue to serve in the Department of Defense (DoD) for a period equal to at least three times the length of the training course. Calculation of the continued service obligation period will not include weekends or federal holidays. The obligation period begins on the first duty day following completion of the training. Employees who voluntarily fail to complete the obligated service period within the DoD will be required to reimburse the Army/DoD on a pro rata basis for the percentage of non-completion of the obligated service for the tuition, materials, supplies, and other costs paid in connection with the training. See also AR 350-1, para. 3-86.

The Grad Course is estimated to last 290 days, pursuant to the Continuing Service Agreement, the employee would be required to work for the DOD for at least 870 working days after the completion of the Grad Course, or would be required to reimburse the costs on a pro rata basis

What is expected of a civilian employee attending the Grad Course during school breaks (i.e., Christmas break and Spring break)?

During school breaks of four working days or more, the employee will return to duty at the employing activity (the return cannot be paid for with centralized funding). An employee who do not return to duty at the employing activity must either use annual leave during school breaks or his/her supervisor must certify that the student will be fully involved in a research/study project related to the training assignment. See AR 350-1, para. 3-93c.

The announcement indicates I need to provide command endorsement for application, who is required to endorse?

CP-56 requires command endorsement from the first General Officer or SES in the employee's chain of supervision.

Will centralized funding be available for my office to hire a backfill while I attend the Grad Course?

Centralized funding from CP-56 will not be available for hiring a backfill during the employee's attendance at the Grad Course.



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