All applicants must create a GoArmyEd student account prior to applying for any ACTEDS funded training opportunities. Applications are not to be created and submitted through GoArmyEd, only the creation of a student account is required at this time. Applications will be submitted via e-mail as indicated below. In creating a student account, you only need to complete the fields marked with an asterisk and supervisor concurrence is not required. Creation of the student account should require less than 10 minutes. [Click for additional information on GoArmyEd]

Additionally, as this training opportunity requires travel, all applicants selected for attendance will need a Government Travel Card (GTC) (limited exceptions).

**Location:** The Air Force Judge Advocate General’s School, Maxwell Air Force Base

**Course Dates:**
Air Force Basic Contract and Fiscal Law Course: 4-8 May 2020

**Course Description:** This course provides contract law/acquisition-focused training with an additional focus on related areas (e.g., fiscal law, ethics, fraud, and FOIA issues). The course will present students with a basic working knowledge of contracting/acquisition terminology and processes, “hands on” experience reviewing actual Government contract files, and shared perspectives of important players in the contracting process.

**Additional Information:** This CPD opportunity is for centralized funding to attend the Air Force Basic Contract and Fiscal Law Course. If you are not a paraprofessional seeking centralized funding for attendance, there is no need to apply through CP-56 for a course seat. CP-56 will centrally fund travel, lodging and per diem. CP-56 CANNOT FUND RENTAL CARS. If a rental car is required by the selected careerists, the command will need to pay for the rental car. Salary will continue to be paid by the individual’s command.

**Who May Apply:** U.S. Army civilian paraprofessionals in the CP-56 Legal Career Program (to include Local Nationals).

**How to Apply:** Fully complete the Career Program CP-56, Competitive Professional Development (CPD) Application, including the Statement of Interest, Utilization Plan, and Head of Legal Office (HOLO) Endorsement (HOLO endorsement is required, if the Utilization Plan is not signed by HOLO). E-mail the completed application and a copy of your Civilian Career Report including the following sections: Appointment, Career Program, Current Position, Experience History, Appraisals, and Training to Ms. Sarilyn Leary, Asst. Chief, CP-56, sarilyn.h.leary.civ@mail.mil.

E-mail completed application packets and address questions to:

Ms. Sarilyn Leary
sarilyn.h.leary.civ@mail.mil
703-693-0545
NLT 20 March 2020

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