



Competitive Professional Development (CPD) for Attendance at Project Management Principles

Announcement Number: CP56/PPRO-FY15-11

[SUBJECT TO FUNDING]

Date Opened: 29 April 2015

Date Closed: 2 June 2015

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 an account is required at this time. Applications will be submitted via e-mail as indicated below. [\[Click for additional information on GoArmyEd\]](#).

Additionally, all applicants must have a Government Travel Card (GTC), as this training opportunity will require travel.



Location: Office of Personnel Management's (OPM's) Center for Leadership Development, Eastern Management Development Center, Union Center, Washington, DC

Course Dates: Project Management Principles, 25-28 August 2015

Course Information: The Project Management Principles course uses the internationally recognized Project Management Institute's Body of Knowledge (PMBOK) as a guide, to help you develop and present a real world project plan under the guidance of certified project managers and expert instructors. During the course attendees will: explore and practice critical concepts and strategies for successfully managing a project; strengthen and demonstrate effective team behavior and interpersonal skills; and develop and present a basic project plan. [\[Click for additional information on Project Management Principles\]](#).

Additional Information: CP-56 will centrally fund tuition and TDY (travel and per diem – no rental cars). Salary will continue to be paid by the individual's command.

Who May Apply: Permanently appointed U.S. Army paraprofessionals who are in the CP-56 Legal Career Program (to include Local Nationals) and who are

engaged in project management. Applicants must have at least three years tenure as an Army Civilian employee, any waivers to this requirement must be sought in accordance with AR 350-1, para. 3-103.

Applications must contain:

1. [Completed Application for ACTEDS Training Opportunities \[Online\]](#).
2. [Employee's Statement of Interest \[Online\]](#): Outline how the proposed training furthers your personal development plan and which competencies it seeks to refine. Please indicate which course you are applying to attend.
3. Current Resume.
4. [Utilization Plan \[Online\]](#): It should reflect the anticipated measureable 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. **MUST BE COMPLETED AND SIGNED BY SUPERVISOR.**
5. Last Three Performance Ratings.
6. Civilian Record Report (*available through <https://acpol.army.mil>*).
7. Head of Legal Office Endorsement (not required if the utilization plan is executed by the head of the legal office).

E-mail completed application packets and submit questions to:

Ms. Sarilyn Leary
sarilyn.e.leary.civ@mail.mil
Assistant Chief, CP-56

NLT 2 JUNE 2015

Digitally attach all required documents in a single pdf file when submitting application.



CP-56

Recruit, Train, Educate, Develop, Promote and Retain