



Competitive Professional Development (CPD) for Attendance at DoD-Wide FOIA/PA Workshop

Announcement Number: CP56/ALL-FY15-02

Date Opened: 2 JULY 2015

Date Closed: 23 JULY 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. [\[Click for additional information on GoArmyEd\]](#)



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U.S. DEPARTMENT OF DEFENSE

Course Description: The DoD-Wide FOIA/PA Workshop is a three-day workshop for FOIA/PA paraprofessionals and attorneys in the DoD to gain knowledge and remain abreast of FOIA/PA statutes, policy, guidance, and available. Tentatively, the training will begin at 8:30 a.m. daily, and will end at 4:30 p.m. Topics to be covered during the course include FOIA exemptions, litigation concerns, best practices, Privacy Act breaches, and use of technology. [\[Click for additional information on workshop\]](#)

Course Dates: 15 – 17 September 2015

Location: Fort Sam Houston, San Antonio, Texas

Additional Information: 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: Permanently appointed U.S. Army civilian attorneys and paraprofessionals who are in the CP 56 Legal Career Program (to include Local Nationals). 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.
3. [Utilization Plan \[Online\]](#): It should reflect the anticipated measureable Return of Value/Return on Investment to the organization and/or Army. **MUST BE COMPLETED AND SIGNED BY SUPERVISOR.**
4. Civilian Record Brief or Civilian Career Report (*available through* <https://acpol.army.mil>).
5. 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
913-684-4924
Assistant Chief, CP56
NLT 23 JULY 2015

Place in subject line: *Application for FOIA/PA Workshop*
Digitally attach all required documents in a single pdf



CP 56

Recruit, Train, Educate, Develop, Promote and Retain