



Competitive Professional Development (CPD) for
Harvard University Program for Senior Executive Fellows
Announcement Number: CP56/ATTY-FY15-03

Date Opened: 12 DEC 14

Date Closed: 13 JAN 15

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. [\[Click for additional information on GoArmyEd\]](#)

Assignment Length: 4 weeks (12 APR – 8 MAY 15)

Location: John F. Kennedy School of Government, Harvard University, Cambridge, MA



Details: The Harvard Program for Senior Executive Fellows (SEF) is designed to build executive skills in political and public management, negotiation, human resource management, policy-making, organizational strategy, communication, ethics and leadership. Participants are expected to complement the program's learning experience, and are selected to reflect a broad cross-section of functional and operational responsibilities. This program also provides participants with a unique opportunity to gain perspectives on public policy and management, to strengthen managerial skills and to acquire insights into managerial practice, and to interact across agency and executive-legislative branch boundaries.

This competitive application process is solely to determine the award of centralized funds for attendance. All applicants must also apply through their respective commands for selection to attend the course, with the final selection by HQDA G-3. Special attention should be paid to ensure command suspense dates are met. [\[Click for Additional Information on SEF\]](#)

Prerequisites: Applicants must: (1) have completed the Civilian Education System (CES) Advanced Course or its equivalency, or qualify for a waiver of the Advanced Course pursuant to ALARACT 051/2014, and (2) sign a Continued Service Agreement. [\[Click for additional information on CES\]](#)

Additional Information: CP-56 will centrally fund tuition, per diem (this is a residential course and lodging and meals are included in tuition), and travel (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-14/15 level in the CP-56 Legal Career Program (to include Local Nationals) with at least three years tenure as an Army Civilian employee. Any waivers to these requirements must be sought pursuant to AR 350-1, para. 3-103.

Application must contain:

1. [Completed Application for ACTEDS Training Opportunities \[Online\]](#)
2. [Employee's Statement of Interest \[Online\]](#): Explain how attendance at the training will further your personal development plan and the competencies the training will refine.
3. [Utilization Plan \[Online\]](#): It should reflect the anticipated measurable Return of Value/Return on Investment to the organization and/or Army. **MUST BE COMPLETED AND SIGNED BY SUPERVISOR**
4. Resume.
5. Last 3 Performance Ratings (including annotated Support Forms, if applicable).
6. CES Certificate of Completion for the Advanced Course, equivalent course documentation, or request for waiver with supporting documentation.
7. Civilian Record Brief (*available through <https://acpol.army.mil>*).
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 head of the legal office).
10. [Functional Review Form \[Online\]](#)
11. [Request for Resource Support Form \[Online\]](#)

E-mail completed application packets and address questions to:

Ms. Sarilyn Leary
sarilyn.e.leary.civ@mail.mil or 434-971-3274
CP-56 Assistant Chief

NLT 13 JAN 15

Digitally attach all documents to email



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