



Competitive Professional Development (CPD) for Civilian Paraprofessional Attendance at the Income Tax Law Course

Announcement Number: CP56/PPRO-FY16-02
OPPORTUNITY SUBJECT TO RECEIPT OF FY16 FUNDING

Date Opened: 14 September 2015

Date Closed: 14 October 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 should have a Government Travel Card (GTC), as this training opportunity will require travel.

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



Course Dates:

Income Tax Law Course: 30 Nov – 4 Dec 2015

Course Description: This course presents an overview of federal income taxation for individuals, with special attention devoted to provisions of the Internal Revenue Code that directly affects military personnel. Attendees will receive instruction during the course on the following topics: basic federal income taxation principles; tax forms; filing status; gross income; itemized deductions; rental property; individual retirement accounts (IRAs); deployment and casualty tax issues; and tax center management.

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 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.

Application packet 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 \[Online\]](#): 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. Civilian Record Brief or Civilian Career Report (available through <https://acpol.army.mil>)
5. Head of Legal Office Endorsement (not required if Utilization Plan is executed by the head of the legal office).

E-mail completed application packets and address questions to:

Ms. Sarilyn Leary
sarilyn.e.leary.civ@mail.mil

913-684-4924

CP-56 Assistant Chief

NLT 14 OCT 15

Place in subject line: *Application for CP-56, Income Tax Law Course (FY16)*

Digitally attach all required documents in a single file.



CP-56

*Recruit, Train, Educate, Develop, Promote
and Retain*