

COMPTROLLER PROPONENCY OFFICE

Career Program 11/ BC 36 Planner

*If you want one year of prosperity,
grow grain.*

*If you want ten years of prosperity,
grow trees.*

*If you want one hundred years
of prosperity,*

“GROW PEOPLE”

-Chinese Proverb



Assistant Secretary of the Army
(Financial Management & Comptroller)

TRAINING OPPORTUNITIES COMPTROLLER PROPONENCY OFFICE

SAFM-PO, 109 ARMY, PENTAGON, WASHINGTON DC 20310-0109

ARMY COMPTROLLER COURSE (ACC) - SYRACUSE, NY

DATES	SUSPENSE TO PO
12-I 09 JAN – 02 FEB 12	16 NOV 11
12-II 23 APR – 17 MAY 12	14 MAR 12
12-III 06 – 24 AUG 12	10 JUL 12

DEFENSE DECISION SUPPORT COURSE (DDSC) - MAXWELL AFB, AL

DATES	SUSPENSE TO PO
12A 14 – 17 NOV 11	06 SEP 11
12B 13 – 16 FEB 12	06 DEC 11
12C 21 – 24 MAY 12	14 MAR 12
12D 13 – 16 AUG 12	05 JUN 12

DEFENSE FINANCIAL MANAGEMENT COURSE (DFMC) - MAXWELL AFB, AL

DATES	SUSPENSE TO PO
12A 11 OCT – 04 NOV 11	13 AUG 11
12B 09 JAN – 03 FEB 12	07 NOV 11
12C 09 APR – 04 MAY 12	07 FEB 12
12D 09 JUL – 03 AUG 12	08 MAY 12

EXECUTIVE COMPTROLLER COURSE (ECC) - SYRACUSE, NY

DATES	SUSPENSE TO PO
12-I 17 OCT – 10 NOV 11	13 SEP 11
12-II 27 FEB – 22 MAR 12	17 JAN 12
12-III 04 – 28 JUN 12	17 APR 12

FINANCIAL MANAGEMENT 101 (FM 101) - SYRACUSE, NY

DATES	SUSPENSE TO PO
12-I 05 – 15 DEC 11	27 OCT 11
12-II 06 – 16 FEB 12	13 DEC 11
12-III 16 – 26 JUL 12	24 MAY 12

SENIOR RESOURCE MANAGERS COURSE (SRMC)- SYRACUSE, NY

DATES	SUSPENSE TO PO
12-I 16 – 20 APR 12	14 FEB 12
12-II 10 – 15 SEP 12	17 JUL 12

COMPTROLLER PROFESSIONAL DEVELOPMENT

Civilian Academic Degree Training (ADT) University/College Programs
CONTINUOUS – SUSPENSE TO PO IS 90 DAYS PRIOR TO START OF FIRST CLASS

PROGRAM	SUSPENSE TO PO
RESOURCE MANAGEMENT MENTORSHIP PROGRAM (RMMP)	CIVILIANS /MILITARY- 1 SEP 11
MASTERS OF MANAGERIAL LOGISTICS CLASS OF 2013	CIVILIANS /MILITARY- 14 OCT 11
DEFENSE COMPTROLLERSHIP PROGRAM CLASS OF 2013	CIVILIANS /MILITARY- 14 OCT 11
DEFENSE MASTERS IN BUSINESS ADMINISTRATION IN FINANCIAL MANAGEMENT PROGRAM CLASS OF 2013	CIVILIANS/MILITARY – 14 OCT 11
TRAINING WITH INDUSTRY (TWI) PROGRAM	CIVILIANS/MILITARY – 18 OCT 11
RESOURCE MANAGEMENT AWARDS FY 11	CIVILIANS/MILITARY – 25 OCT 11
LTG(R) JERRY SINN AWARD FY 11	CIVILIANS/MILITARY – 25 OCT 11
NEIL R. GINNETTI AWARD FY 11	CIVILIANS/MILITARY – 25 OCT 11
NATIONAL SECURITY STUDIES COURSE	CIVILIANS/MILITARY – 27 OCT 11
DEVELOPMENTAL ASSIGNMENTS	CIVILIANS – CONTINUOUS

See the Web:

For information about and procedures for applying to Enhanced Defense Financial Management Training (EDFMT) Course at:
<http://www.asafm.army.mil/proponency/pdinfo/edfint/edfint.asp>; <http://www.atrrs.army.mil/edfint>

For information on the Fiscal Law course:
<https://jag.ellc.learn.army.mil/webapps/portal/frameset.jsp>

For information on courses offered by the U.S. Army Finance School and Finance Corps go to:
<http://www.finance.army.mil/>

For information on courses offered by the Defense Financial Management and Comptroller School (DFM&CS) go to: <http://www.au.af.mil/au/ecdp/dfmcs>

E-mail: proponency@hqda.army.mil

Home Page: <http://www.asafm.army.mil/offices/PO/webBasedTool.aspx?officeCode=1800>

Planner Color Key

RED KEY

BLACK KEY

ACC
ADTP
DCP
ECC
FM 101
MML
NSSC
RM Awards
RM Pub
RMMP
SRMC
TWI

DUE DATES TO THE COMPTROLLER PROPONENCY OFFICE

COMPTROLLER PROPONENCY OFFICE CENTRALLY-FUNDED COURSES/TRAINING:

Army Comptroller Course
Academic Degree Training Program
Defense Comptrollership Program
Executive Comptroller Course
Financial Management 101
Masters of Managerial Logistics
National Securities Studies Course
Resource Management Awards
Resource Management Publication
Resource Management Mentorship Program
Senior Resource Managers Course
Training With Industry

GREEN KEY

AFMW
BOLC
DORMC
FMCCC-RC
FMCCC
FOBQ (FMTC)
ICAM:
PCAM
PPBE

FINANCIAL MANAGEMENT SCHOOL:

Army Financial Management Workshop
Basic Officer Leaders Course
Deployed Operations Resource Managers Course
Financial Management Captains' Career Course RC
Financial Management Captains' Career Course
Financial Management Transition Course
Intermediate Cost Analysis Management
Principles of Cost Analysis Management
Planning, Programming, Budgeting & Execution

PURPLE KEY

DDSC
DFMC
DMBAFMP

DEFENSE COURSES

Defense Decision Support Course
Defense Financial Management Course
Defense Masters in Business Administration Financial Management Program

BLUE

FEDERAL HOLIDAYS

All applications must come to the Comptroller Proponency Office through the chain of command. Each command has a CP 11 Junior Executive Council (CJEC) member. All nominations come to the Comptroller Proponency Office through the CJEC member. A roster of all CJEC members is located on the Comptroller Proponency Office Army Knowledge Online (AKO) page.

The roles and responsibilities of the CP 11 Junior Executive Council (CJEC) members are:

- *Serves as the CP 11 Functional Subject Matter Expert and represents the Command on the Comptroller Junior Executive Council.*
- *Serves as liaison between the Comptroller Proponency Office and Intern Supervisor, Command Intern Program Manager, Interns, and CP 11 careerists.*
- *Assists Interns, Intern Supervisor, Command Intern Program Managers, CP 11 careerists and CP 11 careerists' supervisors.*
- *Develops rotational assignment objectives to be accomplished during rotational assignments.*
- *Reviews Intern Individual Development Plan (IDP) and short term training nominations.*
- *Prioritizes command nominations.*

Academic Degree
Training Program
**University or
College**

SEPTEMBER 2011

- Combines university's or college's business related curriculum with the Army's resource management policies and practices
- Special emphasis on financial management related degrees
- Tuition and book expenses fully funded
- Full spectrum of undergraduate study (Associate, Bachelor) and graduate levels

Eligibility Requirements

- CP 11 Army civilians (GS 11 or above and GS 9s in Full Performance Positions)
- Assigned to any position with 50 percent or more duties directly supporting resource management
- Fulfill university or college admission requirements
- Potential for leadership position in multidisciplinary areas

Program Requirements

- Careerists develop their own program of study with local college or university
- Some management related courses desirable for undergraduate and graduate students depending on their background
- Some accounting related courses desirable for careerists with less background in accounting
- Program may lead to an academic degree
- Computer related courses and quantitative analysis courses are also desirable depending on the background of the CP11 careerists

Application Procedures

- Suspense to the Proponency Office is 90 Days prior to start of first class
- Consult the Army Civilian Training, Education and Professional Development System Catalog (ACTEDS) to obtain forms for submission (<http://www.cpol.army.mil/library/train/catalog>)
- Complete application packet consisting of the following forms:

- Endorsement from the Commander of the appropriate Army Command, Army Service Component Command, or Direct Reporting Unit
- Endorsement from the Administrative Assistant to the Secretary of the Army (AASA) if an employee works at HQDA, (the Army Staff or Secretariat) or a Program Executive Office
- Academic Degree Training Application Form
- Academic Degree Training Applicant Statement
- Letter of Acceptance from Accredited Institution
- Continued Service Agreement
- Ethnicity and Race Identification Form (SF 181)
- CP 11 Resume
- Academic Degree Plan Form
- Validation of Requirement/Utilization Plan from the Employee's Supervisor
- Career Program Functional Review Form
- Request for Central Resource Support Form
- Last 3 Performance Appraisals
- Submit an original application packet through appropriate chain of command to the Comptroller Proponency Office
- Completed packet will be forward through G-37/ TRV (Civilian Training and Leader Development Division) to Assistant Secretary of the Army, Manpower and Reserve Affairs (ASA(M&RA)). Process time is about 140 days

Evaluation Criteria

- Careerists nominated for long term training will be evaluated competitively based on their experience, education, government-related training, awards, motivation and timeliness of requesting training
- First priority is part-time training with full-time training having second priority
- Full time training is for one year and must be approved by management

Army Civilian Training, Education, and Development System (ACTEDS) funding allows the CP 11 Functional Chief Representative (FCR) to approve and fund training at various colleges and universities and to provide professional development opportunities. Academic Degree Training (ADT) provides a valuable learning experience and competitive edge for future advancement in leadership positions to those attending. It is also a useful means to cultivate equal employment opportunity objectives for minorities, women and disabled employees. Tuition and books are centrally funded.

Major Highlights

- Cooperative endeavor between universities, colleges, and the Department of the Army
- Full Time and Part Time



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				1	2	3
				FY 12 ADTP packages due to PO 90 days prior to start of 1st Class RMMP applications due to PO		
4	5	6	7	8	9	10
	<i>Labor Day</i>	DDSC 12A applications due to PO				
11	12	13	14	15	16	17
<i>Patriot Day</i>	SRMC 11-II starts	ECC 12-I applications due to PO		4th QTR RM Pub articles due to PO	SRMC 11-II ends	
18	19	20	21	22	23	24
25	26	27	28	29	30	
					<i>FY 11 ends</i>	

September 2011

Rewarding Army Financial Excellence



ASA (FM&C) Resource Management (RM) Awards

Annual recognition awards in several financial categories for:

- **INDIVIDUAL**
- **TEAM**
- **ORGANIZATION**
- **CAPSTONE “Best of Best”**

Guidance published and distributed annually in Spring

Eligible:

- **All Army Financial Managers**
- **Military & Civilian**

Nominations due end of October each year

*Send through command channels to:
Proponency@hqda.army.mil*

Winners will be awarded a Certificate and Plaque during Army Day at the ASMC National PDI

Say “Thanks for a Job Well Done”

LTG (RET) Jerry L. Sinn Award

Signifies LTG (RET) Sinn’s significant contributions to the Army financial management community

Recognizes an innovative, and substantive, financial management project or initiative

Eligible:

Army Financial Managers

- **Military - Major to General Officer and Senior Enlisted**
- **Civilian - GS 11 to SES**

Annual guidance published and distributed in Spring

Nominations due end of October each year

*Send through command channels to:
Proponency@hqda.army.mil*

Neil R. Ginnett Award

Commemorates Neil R. Ginnett, Principal Deputy ASA (FM&C) 1994-2001 and Comptroller Civilian Career Program (CP 11) Functional Chief Representative

Annual award for outstanding achievement in support of financial management professional development, mentoring, and career management

Eligible:

Army Financial Managers

- **Military - Lieutenant Colonel to General Officer and Senior Enlisted**
- **Civilian – GS 11 to SES**

Annual guidance published and distributed in Spring

Nominations due end of October each year

Under Secretary of Defense Comptroller (USD(C)) Awards

Categories:

Improvements of Financial Management Internal Controls
Improvements to Budget Execution
Innovations to Financial Management Processes

- Annual awards
- Opportunity to recognize outstanding individuals and teams
- DoD Military members or civilian employees eligible
- Nominations due to OSD mid-winter
- Awards presented at ASMC National PDI

www.defenselink.mil/comptroller/fmr/01/01_06.pdf

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grow grain.*

*If you want ten years of prosperity,
grow trees.*

*If you want one hundred years
of prosperity,*

“GROW PEOPLE”

— Ancient Chinese Proverb

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
						<i>FY 12 starts</i> RMMP Partnerships begin FY 12 ADTP packages due to PO 90 days prior to start of 1st Class
2	3 GFEBs Cost Management 001-12 starts	4	5	6	7	8
9	10 <i>Columbus Day</i>	11 DFMC 12-A starts	12	13	14 GFEBs Cost Management 001-12 ends MML, DCP Class of 2013 and DMBAFMP applications due to PO	15
16	17 ECC 12-I starts DORMC 001-12 starts GFEBs Financials 001-12 starts	18 TWI applications due: - Civilians to PO - Military to HRC	19	20	21	22
23	24 PPBE 001-12 starts GFEBs Cost Management 002-12 starts	25 RM, Sinn, Ginnetti Award Nominations due to PO	26	27 NSSC applications due to PO FM 101 12-I applications due to PO	28 GFEBs Financials 001-12 ends DORMC 001-12 ends	29
30	31					

October 2011



The Army Financial Management 101 Course (FM 101) is a new course specifically designed for personnel in the technical financial management series to increase their skills and knowledge in financial and resource management and their basic analytical capabilities.

This course is specifically developed for:

- Series 301: Miscellaneous Admin and Program
- Series 503: Financial Clerical and Assistance
- Series 525: Accounting Technicians
- Series 530: Cash Processing
- Series 540: Voucher Examining
- Series 544: Civilian Pay
- Series 545: Military Pay
- Series 561: Budget Clerical and Assistance

Class Structure

- Approximately 30 civilian students
- Ten day resident program at Syracuse University main campus, Syracuse, NY
- Pre and post course evaluations are conducted
- Taught through lectures, practical exercises, discussion groups, group projects and simulations

- Guest speakers address real-time application of skills and challenges facing the Army and DoD
- Capstone simulation ties all instruction together and requires the students to apply everything they have learned
- 50 Continuing Education Units are awarded

Administration

- Students arrive Sunday and depart Wednesday afternoon of the following week
- Students will be housed at a contract facility and bused to Syracuse University daily
- Breakfast will be provided at the hotel and lunch at the Whitman School of Management by voucher in the University vicinity. Students will be provided per diem for dinner and meals on the weekends
- Classes are conducted from 8 am to 4 pm daily with a requirement for several hours of homework each day
- Rental cars are not centrally funded or required

Target Audience

- GS 3 - 8

Nomination Process

Submit nominations through Command channels to the Office of the Assistant Secretary of the Army (Financial Management & Comptroller):

- Letter of endorsement
- CP 11 Resume Form (<http://www.asafm.army.mil>)

Funding

DA centrally funds tuition, per diem and travel costs

NOVEMBER 2011

Requirement

- Civilian personnel are required to have the Government Travel Card prior to training

Learning Objectives

- Financial / Resource Management Environment
- Principals of Cost and Cost Analysis
- Organization and Structure of the Army and the FM Community
- Principals of Appropriations and Fiscal Law and their Application to Accounting and Budgeting
- Principals of Budgeting and Budget Analysis
- Principals of Manpower and Personnel and Manpower Analysis
- Principals of Contracting and its Impact on Financial Management
- Ethics and Internal Controls
- Ft Duquesne Capstone Exercise

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1	2	3	4	5
		FY 12 ADTP packages due to PO 90 days prior to start of 1st Class			DFMC 12-A ends GFEBS Cost Management 002-12 ends PPBE 001-12 ends	
6	7	8	9	10	11	12
	DFMC 12-B applications due to PO GFEBS Financials 002- 12 starts			ECC 12-I ends	Veterans Day	
13	14	15	16	17	18	19
	DDSC 12-A starts		ACC 12-I applications due to PO DCP Class of 2013 Civilian Selection Board	DDSC 12-A ends	GFEBS Financials 002- 12 ends	
20	21	22	23	24	25	26
				Thanksgiving Day		
27	28	29	30			

November 2011

Army Comptroller Course



The Army Comptroller Course (ACC) is one of the Army's first professional development courses created in the 21st century. This course provides comptroller careerists with the ability to operate within today's challenging environment and gives them the skills to be more effective and efficient. This course was specifically developed for:

- BC 36 Officers
- Enlisted Personnel MOS 36
- Journey-level Army civilian careerists
- Department of the Army CP 11 interns in their second year of internship; mandatory

The course is divided into four learning objectives:

- Understanding the Financial/Resource Management Environment,
- Understanding Financial Management,
- Understanding Resource Management, and
- Understanding Financial/Resource Management Operations.

Class Structure

Approximately 35 students per class:

- 10 military
- 25 civilians.

Program

This Department of the Army/Syracuse University cooperative professional development course provides a basic multi-disciplined financial and resource management overview to officers newly assigned to the Financial Management Career Field and to other personnel without a multi-disciplined background. The course blends current DoD/Army management with the latest in academic management techniques.

- Four week resident program at Syracuse University main campus, Syracuse, NY.
- Three classes held each fiscal year: winter, spring and summer.
 - Combines resident classes and classes at the Martin J. Whitman School of Management.
 - Taught through the use of lectures, practical exercises, discussion groups, group projects and simulations by the faculty of Syracuse University's Martin J. Whitman School of Management, Maxwell School of Citizenship and Public Affairs, and Newhouse School of Public Communications.
 - Guest speakers address real-time application of skills and challenges facing the Army and DoD.

Target Audience

Military:

- Officer: BC 36 CPT-MAJs
- Enlisted: Military Occupational Specialty 36 Sergeant First Class and above, Staff Sergeant with waiver

Civilian:

- Comptroller Civilian Career Program (CP 11)
- Journey-level civilian careerists GS 9 and above
- DA Interns
- Manpower and Force Management (CP 26)

Nomination Process

Submit nominations through Command channels to Office of the Assistant Secretary of the Army (Financial Management & Comptroller):

- Letter of endorsement
- Civilians include CP 11 Resume Form
- Military include Officer Record Brief/Enlisted Record Brief
- SF 181

Funding

DA centrally funds tuition, per diem, and travel costs for CP 11 careerists and BC 36 officers.

Civilian and military financial managers from the Office, Secretary of Defense, other defense agencies, Defense Finance and Accounting Service, Department of the Air Force and Department of the Navy may also attend. Each agency is responsible for tuition, per diem and travel expenses.

Simulations And Exercises

The Army Comptroller Course (ACC) uses Simulations and Exercises to integrate the skills and knowledge presented in the course.

The Exercise in Hard Choices helps students understand how Congress makes budget choices each year by playing the role of a member of the Budget Committee of the United States House or Senate. The Exercise deals with all aspects of Federal spending and revenue collection and the difficulties in reaching consensus.

The Congressional Simulation helps students understand the pressures under which first-term members of Congress operate. Students are placed in the role of a first-term member of the House of Representatives and are required to make various decisions that culminate in either their reelection or defeat in the next election.

The Resource Management Simulation helps students understand the budget process at HQDA and the difficulties in reaching consensus by placing them in the role of members of the HQDA staff conducting a major decrement drill.

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				1	2	3
				FY 12 ADTP packages due to PO 90 days prior to start of 1st Class		
4	5	6	7	8	9	10
	GFEBS Cost Management 003-12 starts Financial Management FM 101 12-I starts	DDSC 12-B applications due to PO				
11	12	13	14	15	16	17
		FM 101 12-II applications due to PO		Financial Management FM 101 12-I ends	GFEBS Cost Manage- ment 003-12 ends	
18	19	20	21	22	23	24
25	26	27	28	29	30	31
Christmas Day	Christmas Holiday					

December 2011

Executive Comptroller Course



Today's resource and financial management environment is demanding, constantly changing and complex. Successful resource and financial managers must possess the tools to effectively and efficiently manage in today's environment and assist senior leaders in making and implementing decisions.

The abilities to reach consensus, manage the process and influence are keys to success. This course at Syracuse University is designed to provide these tools. This unique professional development experience enhances interpersonal communications. This experience also improves analytical skills, conflict resolution and team and consensus-building skills in the resource and financial management environments.

Through simulations, the program critically examines all aspects of PPBE from Planning to Prior-Year Funds management. Innovative approaches to reducing costs are also examined. It is an exemplary professional development experience at one of America's finest universities.

Class Structure

Approximately 35 students per class

- 25% active & reserve military
- 75% Department of Army civilians

Program

- This Department of the Army/Syracuse University cooperative professional development course provides mid-level military and civilian financial managers a broad perspective of the core competencies of Defense Financial Management and the application of those competencies in the U.S. Army covers core competencies required for the Certified Defense Financial Manager (CDFM).
- 3 1/2 week resident program at Syracuse University main campus, Syracuse, NY.
- Three classes held each fiscal year: fall, winter and spring.
- Taught through lectures, discussion groups, group projects, case studies, and simulations by the faculty of Syracuse University's Martin J. Whitman School of Management & Maxwell School of Citizenship and Public Affairs.
- Guest speakers address real-time application of skills and challenges facing the Army.
- Students completing ECC receive 120 CPE credits.

Funding

DA centrally funds tuition, per diem and travel costs for CP 11 and BC 36 careerists

JANUARY 2012

TARGET AUDIENCE

Military:

- Officer: BC 36 Majors and Lieutenant Colonels
- Enlisted: Military Occupational Specialty 36, Master Sergeant & above Sergeant First Class with waiver

Civilian:

- Comptroller Civilian Career Program (CP 11) and Manpower & Force Management (CP 26)
- GS 9 (Full Performance Positions), 11-13
NOTE: Waiver requests are required for the next lower rank candidates (CPT/SFC). Lowest civilian grade is GS 9

NOTE: Waiver requests are required for the next lower rank candidates (CPT/SFC). Lowest civilian grade is GS 9.

Nomination Process

Submit nominations through Command channels to Office of the Assistant Secretary of the Army (Financial Management & Comptroller):

- Letter of Endorsement
- Civilians include CP 11 Resume Form
- Military include Officer Record Brief or Enlisted Record Brief
- SF 181

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1 <i>New Year's Day</i>	2 <i>New Year's Holiday</i>	3 FY 12 ADTP packages due to PO 90 days prior to start of 1st Class	4	5	6	7
8	9 GFEBS Cost Management 004-12 starts GFEBS Financials 003-12 starts BOLC 001-12 starts FMOQC 001-12 starts ACC 12-I starts DFMC 12-B starts	10	11	12	13	14
15	16 <i>Martin Luther King, Jr. Birthday</i>	17 PPBE 002-12 starts ECC 11-II applications due to PO	18	19	20 GFEBS Cost Management 004-12 ends GFEBS Financials 003-12 ends FMOQC 001-12 ends	21
22	23 DORMC 002-12 starts FMCCC 001-12 starts GFEBS Financials 004-12 starts	24	25	26	27 PPBE 002-12 ends	28
29	30 GFEBS Cost Management 005-12 starts	31				

January 2012



Cooperative endeavor between Syracuse University and Department of the Army since 1952

14 month resident graduate program

- Two degree program between the Martin J. Whitman School of Management and the Maxwell School of Citizenship and Public Affairs
- Students graduate with both a Master of Business Administration (MBA) and an Executive Masters of Public Administration (EMPA)
- 60 graduate semester hour curriculum
- Combines business with government oriented concepts, theories, and principles and enables participants to understand and improve on Army/DoD resource management processes and practices
- Overview of business diversity, policy development and analysis, costing, global competition, change management, critical thinking, organizational culture and environment, and current public administration theory
- Proficiency required in computers, mathematics, communications, teamwork and managing conflict— all of which skills will be further honed throughout the program
- Proponent: Office of the Assistant Secretary of the Army (Financial Management & Comptroller), OASA (FM&C)

Target Audience

Approximately 30 students each class

- Active and Reserve Army officers make up about 60%
- Army civilians comprise about 40%
- Civilians and Military from Defense Agencies and other Military Departments may also attend

Active and Guard/Reserve Army Officers

- Officers must start the program prior to their 17th year of active commissioned service. Most attendees are Majors or high-potential Captains
- Senior NCOs are also eligible
- Each class normally includes 13-14 active BC 36 Financial Management, 2-3 reserve component officers plus one or more Chaplain and Medical Service Corps officers and 1-3 BC 36 NCOs
- Military are PCS'd to Syracuse, NY
- Upon graduation, military are assigned to positions coded for graduate degrees at Command level
- Selection is based on several major indices:
 - Overall manner of performance and potential
 - Undergraduate academic record
 - Previous financial management training and experience
 - Graduate Management Admission Test (GMAT) score (500 minimum)
 - Letters of recommendation from three persons assessing the applicant

Army Civilians

- Resource Management careerists normally in grades GS 9 through GS 12 and Pay Band 1/2
- Post-DCP operational assignment for Army civilian selectees (announced prior to DCP)
- Army civilians in other Career Programs are also eligible
- Tuition, books, travel and full per diem are centrally funded.
- Selection Board selects students and their post training operational assignments based upon:
 - Performance within the resource management field
 - Potential for advancement to multidisciplinary capstone positions
 - Undergraduate academic record
 - Graduate Management Admission Test (GMAT) score (500 minimum)
 - Two letters of recommendation

Defense Agencies

See your Agency or Service career representative for internal selection and application procedures. All selections will be validated by Syracuse University.

- Active Army Officers: Annual announcement issued in the spring/summer. Applications are due to the BC 36 Assignment Officer by the middle of October for the following academic year
- USAR Officers, mail applications to: Human Resources Command, Ft. Knox, KY.
- ARNG Officers, mail applications to: Army National Guard Readiness Center, Arlington, Va.
- Army Civilians: Annual announcement issued in the spring. Applications due to OASA(FM&C)Comptroller Proponency Office in October for the following academic year
- See the Comptroller Proponency Office web page for announcements and further details

How to Apply

- Active Army Officers: Annual announcement issued in spring/summer. Applications are due to the BC 36 Assignment Officer by the middle of October for the following academic year
- USAR Officers, mail applications to: Human Resources Command (HRC), Fort Knox, Kentucky
- ARNG Officers, mail applications to: Army National Guard Readiness Center, Arlington, Virginia
- Army Civilians: Annual announcement issued in the spring. Applications due to OASA(FM&C) Comptroller Proponency Office in October for the following academic year
- See the Comptroller Proponency Office web page for announcements and further details
- Individuals are required to use the Government Travel Card for TDY expenses.
- Tuition, books, travel and modified per diem are centrally funded.
- Selection Board selects students and their post- training operational assignments based upon:
 - Performance within the resource management field
 - Potential for advancement to multidisciplinary capstone positions
 - Undergraduate academic record
 - Graduate Management Admission Test (GMAT) score (500 minimum)
 - Two letters of recommendation

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1 <i>Freedom Day 2012</i> FY 12 ADTP packages due to PO 90 days prior to start of 1st Class	2 ACC 12-I ends	3 DORMC 002-12 ends GFEBS Financials 004-12 ends DFMC 12-B ends	4
5	6 FM 101 12-II starts	7 DFMC 12-C applications due to PO	8	9 1st Qtr RM Pub articles due to PO	10 GFEBS Cost Management 005-12 ends	11
12	13 GFEBS Financials 005-12 starts DDSC 12-B starts	14 SRMC 12-I applications due to PO	15	16 DDSC 12-B ends FM 101 12-II ends	17	18
19	20 <i>Washington's Birthday</i>	21	22	23	24 GFEBS Financials 005-12 ends	25
26	27 ECC 12-II starts GFEBS Cost Management 006-12 starts	28	29			

February 2012

What is the RMMP

There are three distinct, but interrelated approaches to mentoring: (1) formal, (2) supervisory/managerial, and (3) informal mentoring. The goal of the RMMP is to incorporate and improve upon these approaches interchangeably to assist in training, developing, and retaining a professional workforce.

The RMMP is a formal mentoring program with an emphasis on career interests, goals, and needs. Civilian and military eligibility requirements include: CP 11 careerists in grades GS 9 to SES and BC 36

Financial Management Officers and enlisted personnel in ranks CPT to GO. GS 5s and 7s are considered on an individual basis. Interns are not eligible. Length of the formal partnership is normally one year. Participation in this program is on a voluntary basis. Applications are submitted in accordance with the annual RMMP announcement.

The mentoring process requires the mentor and associate to work together to reach specific goals and to provide each other with sufficient feedback to ensure goals are reached. Together the mentor and associate share experiences that can build a successful and enriching partnership. The success of the partnership depends on both parties wanting the partnership to work. Understanding the expectations of each other ensures expectations will be met.

What is Mentoring

Mentoring is a developmental process designed to help and guide a less experienced employee, an associate, with someone with more experience, a mentor. A mentor facilitates the associate's personal and professional growth by sharing knowledge and insights that have been learned through the years.

Who are Mentors and Associates

A mentor can have many roles: counselor, guide, teacher, coach, motivator, sponsor, advisor, referral agent, role model, and door opener. The role is dependent on the needs of the associate. A mentor is a person who has a sincere desire to enhance the success of others. A mentor is supportive, patient, honest, trustworthy, people-oriented, motivated, and an effective communicator.

An associate has the roles of student and trainee. An associate is an achiever, eager to learn, a team player, patient, a risk taker, and has a positive attitude. They are bright and motivated individuals who seize opportunities to grow and excel. Associates take responsibility for their own career growth and development by being honest, open, and receptive to the mentor's guidance.

Is Mentoring for Me

The mentoring process promotes career planning, job enrichment, and potential for advancement. It is not a promotion guarantee. The mentoring relationship is one of mutual benefit. The associate gets help from "someone who has been there" and the mentor gains the satisfaction of helping develop resource management talent.

Do I Need a Mentor

Benjamin Franklin perhaps said it best: "He that can't be counseled can't be helped." Mentoring relationships have been significant factors in career development, organizational success, and career satisfaction. Having a mentor can be a key to opening doors for your professional and personal growth.

Changes in the Defense environment have had many effects on mission, priorities, and personnel. Base realignments, closures, restructuring, and transformation have all caused personnel changes throughout the civilian and military ranks. The RMMP is designed to meet the Army's transformation objectives, to enhance diversity, and to reemphasize supervisory and managerial responsibility through commitment to employee development.

Finding a Mentor

There is nothing mysterious or magical about finding a mentor. The important thing is to first determine what your needs are in relation to where you are in your career and then determine the type of partnership you need. There are numerous self-assessment instruments, from inexpensive self-scoring ones to elaborate assessment center activity analyses, to help you determine your strengths and weaknesses in skills and interpersonal relations.

Formal mentoring programs focus on skills development. In a formal partnership, like the RMMP, you will be paired with a mentor who matches the needs and goals you identify. Informal mentoring programs usually focus on interpersonal development and are built on common interests and shared experiences. The key is to determine what you need, and then identify the kind of mentoring program that best meets your needs.



RMMP Background

The RMMP provides Army military and civilian careerists an increased awareness of training, education and career developmental opportunities. To date, over 2000 participants have taken part in this opportunity. Every Army command (CONUS and OCONUS) and HQDA have been represented.

RMMP Benefits

- Increase confidence, personally and professionally, in accomplishing goals.
- Provide motivation and focus.
- Enhance competitiveness in the work place.
- Improve competencies and skills.

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				1	2	3
				FY 12 ADTP packages due to PO 90 days prior to start of 1st Class		
4	5	6	7	8	9	10
					GFEBS Cost Management 006-12 ends	
11	12	13	14	15	16	17
	GFEBS Financials 006- 12 starts		DDSC 12-C applications due to PO			
18	19	20	21	22	23	24
	DORMC 003-12 starts GFEBS Cost Management 007-12 starts			ECC 11-II ends	GFEBS Financials 006- 12 ends	
25	26	27	28	29	30	31
	BOLC 002-12 starts				GFEBS Cost Management 007-12 ends DORMC 003-12 ends	

March 2012



The Defense Financial Management Course (DFMC) is designed primarily to develop decision support skill sets to include critical thinking, analysis, advisory responsibilities, strategic orientation, leadership, and conflict resolution. The secondary focus is to broaden awareness of the multi-faceted financial management community.

This mission is achieved through presentations, interactive seminars, networking, small group discussions and facilitated exercises. The students are required to actively participate, formulate individual and group goals, and successfully complete homework and test requirements. Two tests are administered during the course. They are composed of multiple choice and essay questions requiring critical thinking. The course is rigorous and taught at the graduate level.

The Defense Financial Management Course emphasizes a balanced curriculum requiring faculty to lay a firm foundation of principles and practices in each instructional area. Guest lecturers then reinforce the instruction, relating it to “real world” application. Methodologies range from readings, questioning, practical exercises, role-playing, student-led discussions, and problem solving, to instructor guided discussions, realistic case studies, and self-paced, computer assisted simulations. Students are divided into seminars based upon a careful review of questionnaires they complete. Seminars are mixed by service, experience, and status (military or

civilian). This procedure greatly enriches the learning experience of all students.

Instructional Areas

Leadership & Interpersonal Skills

This area enhances leadership, personal and interpersonal skills. Students actively participate in exercises and complete requirements relating to group dynamics, communications, team leading and conflict resolution. Students leave with a documented personal definition of leadership and leadership approach, enhanced communications skills, and a better understanding of a dynamic leadership environment.

Contingency Operations

This area familiarizes the students with the current contingency environment and provides a comptroller perspective of joint operations. Students are exposed to the tactical, operational, and strategic level of comptroller contingency operations, to include, senior leaders’ perspectives/expectations for deployed comptrollership. Strategic Environment & Transformation This area introduces the FM professional to a strategic view concerning transformation efforts and their impacts. Faculty and guest speakers present up-to-date information on how the economy and politics impact the budget process and how to provide decision support in a dynamic environment. In addition, senior level DoD speakers discuss FM Transformation, DoD Partnerships, Cost and Economics, Finance & Accounting, Contracting, and Auditing.

Financial Management Framework

This area improves overall DoD FM knowledge and effectiveness. Faculty and guest speakers present various types of DoD funding along with fiscal law concepts and how they impact the financial manager. Students learn the purpose and the effect of the CFO Act, GPRA and FMIA. In addition, students increase their knowledge on the DoD resource allocation system (Planning, Programming, Budgeting and Execution) and the Defense Systems Acquisition process. The FM framework provides the students an understanding of the current challenges facing resource managers.

Decision Support

This area focuses on the concepts related to understanding Decision Support and the transforming roles of financial managers. The instructors define Decision Support, introduce a Decision Support Model, and describe various analysis tools and techniques (both qualitative and quantitative). Students work individually and in teams throughout the course putting the concepts into action through practical exercises.

Evaluation

The DFMC evaluation processes have two broad objectives: (1) evaluation of student performance to measure achievement of behavioral objectives established by the faculty and (2) evaluation of the faculty, guest speakers, educational materials and other facets of the curriculum to determine if the course is meeting the needs of the comptroller community and the DoD. Student achievement of behavioral objectives is measured using several methods including exams, written and oral presentations, seminar participation, problem solving exercises, use of qualitative techniques, and interpretation of quantitative data. Evaluation of the course is accomplished by various means. An on-line critique system provides real-time feedback from students. The broad use of a variety of evaluative indicators enable the school director to measure student learning, to continue to improve instructional

Decision Support Model

To positively affect decision making you have to do your part before the decisions are made! You must be involved up front—proactive—looking ahead for ways to improve processes or determine the best use of the organization’s resources. This requires you to translate the financial aspects of decision making into operational impacts. With ever diminishing resources you cannot afford to be merely reactive.

- Identify the Issue
- Analyze the Issue
- Develop Alternatives
- Evaluate Alternatives
- Make a Recommendation

Target Audience

Military:

- Officer: BC 36 Majors or Higher;
- Enlisted: Military Occupational Specialty 36 Master Sergeant and above

Civilian:

- Comptroller Civilian Career Program (CP 11) and Manpower & Force Management(CP 26)
- GS 11 and higher
- Students completing DFMC receive 117 CPEs and earn 4 graduate credits.

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2	3	4	5	6	7
	FCCC-RC Phase I 001-12 starts GFEBS Financials 007-12 starts PPBE 003-12 starts	BOLC 001-12 ends 2nd Qtr RM Pub articles due to PO				
8	9	10	11	12	13	14
	GFEBS Cost Management 008-12 starts DFMC 12-C starts				GFEBS Financials 007-12 ends FCCC-RC Phase I 001-12 ends PPBE 003-12 ends	
15	16	17	18	19	20	21
	SRMC 12-I starts	ECC 12-III applications due to PO			SRMC 12-I ends	
					GFEBS Cost Management 008-12 ends	
22	23	24	25	26	27	28
<i>Army Reserve's Birthday 2012</i>	GFEBS Financials 008-12 starts NSSC starts ACC 12-II starts					
29	30					

Course Length

- Two week resident program at Syracuse University at the Maxwell School of Citizenship and Public Affairs
- One class each fiscal year in mid-spring

Method of Instruction

- The method of instruction encompasses group discussion, lectures, case studies, guest speakers and simulations by the faculty of Syracuse University's & Maxwell School of Citizenship and Public Affairs.
- Guest speakers address real-time application of skills and challenges facing the Army.

Funding

DA centrally funds tuition, travel and per diem for CP 11 and BC 36 financial management professionals. Civilian and military financial managers from the Office, Secretary of Defense, other defense agencies, Defense Finance and Accounting Service, Department of the Air Force and Department of the Navy may also attend. Each agency is responsible for tuition, per diem and travel expenses.

Target Audience:

Military:

- BC/MOS 36
Lieutenant Colonel and Colonel
Senior Enlisted

Civilian:

- Comptroller Civilian Career Program (CP 11) and Manpower and Force Management (CP 26)
- GS 14 and 15

Nomination Process

Submit nominations through COMMAND channels to Office of the Assistant Secretary of the Army (Financial Management & Comptroller):

- Letter of Endorsement Civilians include CP 11 Resume Form
- Military include Officer Record Brief or Enlisted Record Brief
- Civilian and Military personnel are required to have the Government Travel Card prior to training
- SF 181

Course Content

Lectures

Participants have many opportunities to hear the views of, and interact with, Maxwell faculty members and distinguished guest speakers, all of whom have extensive experience in government, private industry, journalism, or other professions related to national security.

Case Studies and Small Group Decision

Given the complexities of the problems and processes that exist in the world of national security, both inside the government and beyond its formal boundaries, the ability to lead small, multidisciplinary strategy and decision-making teams is critical. Small group case-study discussions and assignments create opportunities to consider and practice sophisticated analytical, management, and leadership skills.

Simulations

Simulations are designed to challenge National Security Studies course participants' thinking beyond the convention of their current work environment, forcing them to examine the decision-making process in deliberate planning and crisis management. Many simulations are designed to integrate all of the various analytical and managerial techniques discussed in the course and focus on the inter-organizational and institutional dynamics that shape strategic plans and long-range resource considerations.



The National Security Studies Course (NSSC) is a premier professional development and training program at Syracuse University's Maxwell School of Citizenship and Public Affairs.

The National Security Studies Course (NSSC) offers executive education courses for senior civilian and military leaders who are responsible for the national security interests of their respective organizations or agencies.

Delivering top-quality courses tailored to meet emerging issues and ever changing demands, National Security Studies is committed to satisfying the requests and requirements of professionals who want to be better prepared to deal with strategic and operational matters associated with national security. National Security Studies provides senior managers and leaders with an academic setting for developing their management, leadership and decision-making competencies.

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1	2	3	4	5
					DFMC 12-C ends GFEBS Financials 008-12 ends	
6	7	8	9	10	11	12
	DORMC 004-12 starts FMPC 001-12 starts	DFMC 12-D applications due to PO			FMPC 001-12 ends	
13	14	15	16	17	18	19
	PPBE 004-12 starts			ACC 12-II ends	DORMC 004-12 ends	
20	21	22	23	24	25	26
	DDSC 12-C begins			DDSC 12-C ends FM 101 12-III applications due to PO	PPBE 004-12 ends	
27	28	29	30	31		
	Memorial Day Observed					

Senior Resource Managers Course



The purpose of the SRMC is to examine the role of the resource manager in today's rapidly changing environment – both peace and war.

The method of instruction encompasses group discussion, case studies and guest speakers.

- Is the historic role and function of the resource manager changing and do the basic functions need to be reexamined?
- What is the role of the resource manager in a joint environment? Do current resource managers have the correct skill sets to perform in the new joint Army?
- Do we need resource managers?

Course Length

Four and one half days resident program at Syracuse University and Minnowbrook Conference Center

Two classes held each fiscal year:

- spring and summer.
- Students completing SRMC receive 30 CPE credits.

Method of Instruction

The method of instruction encompasses group discussion, case studies and guest speakers.

Class Structure

30 students per class

- 10 Military
- 20 Civilian

Target Audience

Military:

- Officer: Branch Code (BC) 36; Lieutenant Colonel and Colonel.
- Senior Enlisted

Civilian:

- Comptroller Civilian Career Program (CP 11) GS 14 and 15.
- Manpower and Force Management (CP 26) GS 14 and 15.
- There are no waivers to the target audience requirements

Nomination Process

Submit nominations through Command channels to Office of the Assistant Secretary of the Army (Financial Management & Comptroller):

- Civilians include CP 11 Resume Form
- Military include Officer Record Brief or Enlisted Record Brief
- Letter of Endorsement
- SF181
- Civilian and Military personnel are required to have the Government Travel Card prior to training.

JUNE 2012

Funding

DA centrally funds tuition, per diem, and travel costs for CP 11 careerists and BC 36 officers. Civilian and military financial managers from the Office, Secretary of Defense, other defense agencies, Defense Finance and Accounting Service, Department of the Air Force and Department of the Navy may also attend. Each Agency is responsible for tuition, per diem and travel expenses.

Course Content

- Role of the Resource Manager in Peace and War: examine the role of the resource manager relationship with command group; with program directors and other organizations.
- Management of Ethics, Internal Controls and Management Controls in Resource Management: examine the interrelationship of leadership, ethics, internal controls and management controls in the resource management environment.
- Managing Budget Formulation: examine the implication of the Resource equal Requirements philosophy impacts the development of ACOM and Installation/Activity budgets.
- Managing Budget Execution: examine the impacts of the new PPBE process on budget execution at installation/activity level.
- Managing Appropriated/Army Working Capital Fund (AWCF) relationships: examine how AWCF rates are developed and the cash implications to the AWCF.
- Resource Management and Procurement: examine the interrelationships between resource management and procurement.
- Managing People: examine the role of the resource manager in the growth and professional development of RM personnel.
- Group Project: each group will be assigned an issue dealing with one of the above topics.
- Discussion with a Senior Resource Manager: each group will present a 20 minute briefing on their topic to a senior resource manager.

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
					1	2
3	4 FCCC-RC Phase III 001-12 starts ECC 12-III starts FCCC-RC Phase III starts BOLC 003-12 starts	5 DDSC 12-D applications due to PO	6	7	8	9
10	11	12	13	14 <i>Flag Day & Army Birthday</i>	15 FCCC-RC Phase III ends FCCC 001-12 ends	16
17	18 FMOQC 002-12 starts BOLC 002-12 ends	19	20	21	22	23
24	25	26	27	28 ECC 12-III ends	29 FMOQC 002-12 ends	30

June 2012



- Provide professional growth of our BC 36 officers and CP11 careerists
- Share Army business practices with industry partners.
- Gain partnership and involvement of industry leaders in national defense

- Selection criteria
 - MAJ or LTC and GS 12 to GS 14
 - Minimum three years of consecutive DA service for CP 11 careerists; one or more previous BC 36 officer positions

* Working with HRC, OCAR and NGB to include Reserve and National Guard Officers to ensure all components are eligible

Program Overview

Five competitively selected BC 36 officers and up to four CP11 careerists will participate each year

TWI assignments will run 12 months usually beginning in July and ending the following June

TWI participants are required to write an article about their experience for the Resource Management publication

Required DA service three times the length of training assignment

Civilian and Military personnel are required to have the Government Travel Card prior to training.

Training with Industry Partners

- Boeing
- General Electric
- Global eXchange
- Motorola

Application Process

- BC 36 officer selection will be made IAW AR 621-1*
- On-line and hard copy documents for CP11 careerists found at <http://www.cpol.army.mil>.
- CP11 careerists' application packages will be submitted through career program manager and Command channels

BC 36 officers and CP 11 careerists will immerse themselves with an industry partner corporation. They are placed in, or rotated through, positions where they are exposed to the industry partner's broad financial management operations. The BC 36/CP 11 TWI participants are not interns nor are they observers. They will actively participate and contribute to the industry partner corporation and learn through hands-on experiences.

TWI goals

Develop BC 36 officers and CP 11 careerists who:

- Will bring better business practices back from industry leaders for Army use
- Can benchmark Army performance against industry standards and identify areas needing improvement
- Understand the workings of industry partners involved in the defense infrastructure
- Can think critically and challenge paradigms

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2	3	4 <i>Independence Day</i>	5	6	7
8	9 DORMC 005-12 starts FMCCC 901-12 starts DFMC 12-D starts	10 ACC 12-III applications due to PO	11 3rd Qtr RM Pub articles due to PO	12	13	14
15	16 BOLC 004-12 starts PPBE 005-12 starts FM 101 12-III starts	17 SRMC 12-II applications due to PO	18	19	20 DORMC 005-12 ends	21
22	23	24	25	26 FM 101 12-III ends	27 PPBE 005-12 ends	28
29	30	31				



In phase two, advisors use their analysis to develop and clearly communicate projections, alternatives and impacts and make recommendations in a concise, actionable, and timely manner to decision makers who may or may not be subject matter experts.

Major topic areas

Introduction to Decision Support

What is it? Why is it important? How does it fit into the decision making model? What are the benefits and limitations?

Qualitative Skills

Creative and critical thinking, brainstorming, understanding the boss' intent, communicating your recommendation

Quantitative Skills / Tools

What is available? When is a certain tool or technique appropriate? What are its limitations? How do you understand and mitigate the risk associated with analysts?

Practical Exercises and Case Studies

Students work together to identify issues, develop alternatives, compare those alternatives and recommend a course of action for resolving the scenario. They compare their analysis to that of other teams or to the "real world" results to gain insight into the complexity of decision making

What to Expect

Students will start this four day course with a practical exercise requiring team building, understanding group dynamics, forming an "informed" consensus, and providing recommendations based on that consensus. This exercise provides a common experience to relate back to throughout the workshop.

The exercise is followed by an introduction to the concepts of Decision Support followed by a Senior Leader's perspective regarding the importance of implementing decision support concepts at all levels and what he / she expects from advisors.

The course then incrementally walks through the decision- support model illustrating the steps or areas that can be positively affected utilizing various quantitative and qualitative skills. Students explore "real world" scenarios submitted by fellow students on Day 4, integrating the concepts discussed with their work environments. They spend the last day working through an in-depth exercise requiring the use of all the tools and techniques previously discussed, preparing them to better support informed decisions in the future.

Decision Support Model

To positively affect decision making you have to do your part before the decisions are made! You must be involved up front—proactive—looking ahead for ways to improve processes or determine the best use of the organization's resources. This requires you to translate the financial aspects of decision making into operational impacts. With ever diminishing resources you cannot afford to be merely reactive.

- **Identify the Issue**
- **Analyze the Issue**
- **Develop Alternatives**
- **Evaluate Alternatives**
- **Make a Recommendation**

This course is designed to complement the Decision Support instruction embedded in the four-week Defense Financial Management Course also taught at the DFM&CS. The purpose is to acquaint mid- to senior-level personnel with the merits of the Decision Support instruction so they recognize and more readily accept appropriate analysis and recommendations from their subordinates.

Defense Financial Management & Comptroller School (DFM&CS) defines Decision Support as enabling decision makers to make informed decisions that better utilize resources and improve mission effectiveness.

The school views decision support as a two-phased process providing leaders with viable alternatives, financial and non-financial impacts of choosing an alternative, and a well-supported recommendation.

In phase one, advisors combine data, tools and techniques to understand the environment and analyze how and why things happened.

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1	2	3	4
					DFMC 12-D ends	
5	6	7	8	9	10	11
	ACC 12-III starts					
12	13	14	15	16	17	18
	DDSC 12-D starts			DDSC 12-D ends		
19	20	21	22	23	24	25
	DORMC 006-12 starts				ACC 12-III ends	
26	27	28	29	30	31	
	BOLC 003-12 ends				DORMC 006-12 ends	

August 2012

Enhanced Defense Financial Management Training



The Enhanced Defense Financial Management Training Course is a five day, intensive financial management review course taught in three modules: resource management environment, budgeting and cost analysis and accounting and finance. The course is provided by the Department of Defense, and is licensed and copyrighted by the American Society of Military Comptrollers (ASMC). The course is offered at a variety of locations (including overseas locations) throughout the year to make it easier for personnel to attend and minimize travel expenses.

The training is provided for a variety of reasons. First, the departmental leadership is interested in improving the overall technical and managerial capabilities of the financial management workforce. Secondly, the program is designed to broaden the perspective of financial managers by introducing them to areas of expertise outside their daily responsibilities. Finally, the course assists in preparation for a stringent examination, the Certified Defense Financial Manager (CDFM). However, the course is only partial preparation, and you should undertake a considerable amount of additional study prior to registering for the CDFM examination.

Funding

Tuition is centrally funded for all classes. Travel, lodging and other per diem costs are typically not required since students are in the local area of the classes. However, if there is a requirement to send a student to a class outside of the local area, the student's organization is responsible for funding these costs.

TARGET AUDIENCE

Military:

- BC 36 Active Duty Officer (Major & Above)
- BC 70 C Active Duty Officer (Major & Above)
- Military Occupational Specialty 36 (Master Sergeant & Above; Sergeant 1st Class with waiver)

Civilian:

- GS 9 or higher
- In one of these occupational series: 343, 501, 505, 510, 511, 560 and 1515
- At least 160 duty hours of FM training or professional development
- At least an Associate's degree or at least five years of FM experience.
- EDFMT is not for interns

First eligibility will be for those personnel in the local area of the class location. If the local ACOM, ASCC, and DRU agency, or unit cannot fill the seats, the seats will be open on a first come basis.

Submitting An Application

- In most instances, ACOM, ASCC, DRU CP 11 coordinators will facilitate this process.
- The CP 11 coordinator will distribute the Army allocations to the subordinate and tenant commands in the geographic area where the course is being held.
- CP 11 coordinators will collect, rank order the applications, and forward them to the Comptroller Proponency Office.
- The Comptroller Proponency Office will coordinate the seats for the classes held in Washington, DC. These seats will be made available to personnel within HQDA, and also the various ACOMs, ASCCs and DRUs within the National Capital Region. The process will remain the same for organizations with CP 11 coordinators; however,

SEPTEMBER 2012

for those organizations without coordinators, those personnel will forward their applications directly to the Comptroller Proponency Office.

- Civilian and Military personnel are required to have the Government Travel Card prior to training.

Contact the Comptroller Proponency Office for more details.

Hosting a Course

Prior to the start of the fiscal year (FY), ACOMs, ASCCs and DRUs will be asked to submit the locations and the number of seats per location they require for the following FY. They will also indicate if they would host a class at any of the locations. Each class will have 32 seats. The host typically receives the majority of seats. ACOM, ASCC, and DRU input will be coordinated with ASMC and the other services, and a list of classes, hosts, and seats per class will be distributed to the ASCCs and DRUs in June preceding the start of the FY.

The following is a list of requirements for the hosting organization. Information must be forwarded to the Comptroller Proponency Office POC 90 days prior to the class start date:

- Point of contact's name and phone number at each training location.
- Student roster and instructor name provided to building guard to allow easy access to classroom.
- Computer with CD-ROM drive and LCD with PowerPoint 97 software loaded.
- Overhead projector and screen as backup.
- List of hotel recommendations at each training location in a Word file.
- Training location address, including classroom number for delivery of materials (please do not use Post Office Box #s).
- Directions, including a map for each training location in a Word file.
- All course materials should be distributed on tables before course starts, if possible.
- Classroom set up based on prescribed room configuration provided by training vendor.
- Two flip charts and stands (including markers) in each classroom.

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
						1
2	3 <i>Labor Day</i>	4 FY13 RMMP applications due to PO	5	6	7	8
9	10 SRMC 12-II starts PPBE 006-12 starts	11 <i>Patriot Day</i>	12 4th Qtr RM Pub articles due to PO	13	14 SRMC 12-II ends	15
16	17	18	19	20	21 PPBE 006-12 ends	22
23	24	25	26	27	28	29
30 <i>FY 12 ends</i>						

September 2012



Informational Web sites:

Assistant Secretary of the Army (Financial Management and Comptroller): <http://www.asafm.army.mil/>

Assistant Secretary of the Army (Financial Management and Comptroller), Comptroller Proponency Office:

<http://www.asafm.army.mil/offices/office.aspx?officecode=1800> (From this site you can link to the Comptroller Proponency Office AKO page.)

U.S. Army Financial Management School: <http://www.finance.army.mil/>

Army Management Staff College, Civilian Leadership Training: <http://www.amsc.belvoir.army.mil/>

National Defense University, Information Resources Management College, Chief Financial Officer Program: http://www.ndu.edu/irmc/pcs/pcs_cfo.html

U.S. Army Judge Advocate General Fiscal Law On-Line Course: <https://jag.ellc.learn.army.mil/webapps/portal/frameset.jsp>

Enhanced Defense Financial Management Training information:

<http://asafm.army.mil/offices/PO/WebBasedTool.aspx>; <http://www.atrrs.army.mil/edfmt>

Defense Resources Management Institute, Defense Resources Management Course: www.nps.edu/DRMI

Cost Management Certificate Course: <https://www.us.army.mil/suite/portal/index.jsp>

The Army Civilian Training, Education and Development System (ACTEDS) Home Page: <https://nccpoc.ria.army.mil/Apps/ACTEDS/index.asp>

Civilian Human Resources Training Application System (CHRTAS): <https://www.atrrs.army.mil/channels/chrtas/student/logon.aspx?caller=1>

Civilian Personnel On-Line: <http://acpol.army.mil/>

FM Online Financial Management: <https://fmonline.ousdc.osdmil>

The Early Bird: <http://ebird.osd.mil/>

(The Early Bird is prepared by the Current News Service of the Office of the Assistant Secretary of Defense for Public Affairs.)

Office of the Under Secretary of Defense (Comptroller): <http://comptroller.defense.gov/fmr/>

“How The Army Runs”: <http://www.carlisle.army.mil/usawc/dclm/htar2007.htm>

Headquarters Department of the Army (from A-Z): <http://www.hqda.army.mil/hqda/main/agencyList.asp>

U.S. Office of Personnel Management: <http://www.opm.gov/>





Comptroller Proponency Office

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