AIR NATIONAL GUARD

ACADEMIC YEAR (AY) 2017-2018

INTERMEDIATE DEVELOPMENTAL EDUCATION,

SENIOR DEVELOPMENTAL EDUCATION, AND ADVANCED STUDIES GROUP

APPLICATION ANNOUNCEMENT

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1. GENERAL INFORMATION:

Developmental Education is a deliberate and vital element in preparing officers for future leadership roles in the Air National Guard. Adjutants General and Wing Commanders play 197pivotal roles in the nomination process. Nominees should be officers who clearly demonstrate the potential to serve in key positions within the Air National Guard.

Selection to an IDE/SDE/ASG school or fellowship assignment is an extremely competitive process. All application packages are evaluated by an Officer Developmental Education Panel. The panel carefully considers an applicant's demonstrated grasp of the Air Force Institutional Competencies, the strength of leadership's endorsement, the applicant's experiences, and the capacity of the member to serve in leadership positions at wing, state, and national levels.

IDE/SDE/ASG selections are resident opportunities at Air Force and sister service schools, as well as fellowships at educational, government, and business institutions. Attendance is a PCS assignment with programs beginning between May-August 2017. Completion of most of the listed IDE or SDE schools and fellowships satisfy Air Force PME requirements for promotion. Some schools do not award resident PME credit and will require the completion of the appropriate level of DE through distance learning. Not all schools award Joint PME educational credit and/or award a master's degree. The table provided within this announcement gives a brief synopsis of each course and should be reviewed by all applicants and their senior leadership to consider the appropriate course for the applicant to attend.

Level	Course	Resident Credit	JPME Credit	Master's Degree
IDE	Air Command and Staff College	Yes	I	Yes
	Army Command and General Staff College	Yes	I	Yes
	Advanced School of Air Mobility	w/ ACSC DL	w/ ACSC DL	Yes
	Air Force Congress/Leg Fellowship	w/ ACSC DL	w/ ACSC DL	No
	Marine Corps Command and Staff College	Yes	I	Yes
	National Intelligence University	w/ ACSC DL	No	Yes
	Naval Command and Staff College	Yes	I	Yes
ASG	School of Advanced Air/Space Studies	No	No	Yes
SDE	Air War College	Yes	II	Yes
	Army War College	Yes	II	Yes
	Eisenhower School	Yes	II	Yes
	Joint Advanced Warfighting School	Yes	II	Yes
	Inter-American Defense College	w/ AWC DL	No	Optional
	National Security Fellowship-Harvard	Yes	No	No
	National War College	Yes	II	Yes
	Naval War College	Yes	II	Yes
	Secretary of Defense Corporate Fellowship	Yes	No	No

IMPORTANT NOTES:

This announcement is intended for use by field applicants. NGB/HRT will provide instructions separately for statutory tour members whom the ANGRC Force Development Council determines eligible for DE opportunities. Statutory tour members that the ANGRC Force Development Council did not identify as eligible to apply for DE opportunities may apply as a member of their affiliated state. If selected in this manner, the statutory tour member will be required to resign from the statutory tour program to attend.

IDE/SDE/ASG selection is a tremendous honor, opportunity, and investment for the Air National Guard and our members. The Director, ANG is the final approval authority for selection and placement. Selection takes precedence over voluntary deployments or other potentially conflicting activities. Only members that present significant humanitarian or mission-impacting concerns outside their control will be considered for a non-prejudicial deferral or declination. The condition must not have existed at the time of application.

***NOTE: AGR members attending IDE/SDE/ASG programs will remain in their AGR billet; no additional resources will be provided to accommodate their backfill.**

Attending members remain limited to regular 60-day accrued leave requirement; inability to use leave while attending school/fellowship does not remove this Air Force requirement.

2. APPLICATION DEADLINE: All application packages must be received by NGB/HRT no later than (NLT) **8 Aug 2016.** (Please follow instructions for the submission process on this announcement). **Applications received after this date will not be considered**.

3. AUTHORITY:

A. CJCSI 1800.01D, *Officer Professional Military Education Policy*, dtd 5 Sep 2012

B. AFI 36-2301_AFGFM2015-01, *Developmental Education*, dtd 15 August 2015

C. AFI 36-2905, *Fitness Program*, dtd 21 Oct 2013 and subsequent guidance

4. ELIGIBILITY CRITERIA:

- **IDE Eligibility:** The grade of Major, or Captain who has met a promotion board to Major, and has been or will be federally recognized and promoted by the course start date (CSD). Applicants must have less than 16 years total commissioned service as of 1 June 2017.

  ***** ANG Congressional Fellowship/AF Legislative Liaison (AF-LL): IDE applicants who identify interest in the fellowship program and are recommended by the Officer Developmental Education Panel will be considered. Candidates should possess the interpersonal and verbal communication skills necessary to succeed in this demanding role. AF-LL may conduct additional screening and request personal interviews of these candidates. Students, or fellows, serve in the program for approximately 15 months and are highly encouraged to complete a minimum one-year statutory tour upon completion of the Congressional Fellowship. NGB/HR will contact the fellows to discuss follow-on statutory tour opportunities.

  * IDE applicants who are interested in a follow-on opportunity to attend the School of Advanced Air and Space Studies (SAAS/ASG) in the 2017-2018 academic year should check the appropriate box on the application form. Those IDE applicants who are selected and complete IDE and have identified this desire will then be considered by the 2017-2018 Officer Developmental Education Panel to attend SAASS. An updated application package will be required at that time.

- **SDE Eligibility**: The grade of Colonel, Lieutenant Colonel or Major who has met a promotion board to Lieutenant Colonel, and who has been, or will, be federally recognized and promoted by the course start date (CSD). Applicants must have less than 25 years total commissioned service as of 1 June 2017. Most resident SDE programs provide JPME II credit; therefore, applicants must have previously completed an IDE course which awarded JPME I credit. These include Air Command and Staff College (ACSC), Army Command and General Staff College (CGSC), Marine Corps Command and Staff College (MCCSC), or Naval Command and Staff College (NCSC).

- **ASG:** The School of Advanced Air and Space Science (SAASS) is an ASG program. This course is not considered IDE or SDE thus ASG graduates will not receive SDE credit. ASG Eligibility Criteria:

  - Possess a master's degree from an accredited institution or have an undergraduate degree with a GPA of 3.25 or higher.
  - Less than 16 years total commissioned service as of 1 June 2017. Under exceptional circumstances this requirement may be waived. Applicants will be required to write an essay and the essay subject may change from year to year.
  - ASG attendees are highly encouraged to complete a minimum one-year statutory tour upon completion of the ASG/SAASS program. NGB/HR will contact the students to discuss follow-on statutory tour opportunities.

- **NIU Eligibility:** Members who would like to be considered for the National Intelligence University must have a master's degree and will also have to submit a package to NIU for admission into the school.

5. APPLICATION PACKAGE REQUIREMENTS: A complete application package must include the following items in the order specified:

(a) **Application Worksheet:** Complete all required fields. Applicants should indicate their preference of the programs available, using ALL of the choice blocks available. Prioritize each available program by filling in one circle per numbered column with the applicant's rank order precedence for that program. (**Note: You are not guaranteed your school of choice. When applying for DE opportunities you are agreeing to accept and attend any school which you are offered. The Officer Developmental Education Panel will place members in the program that best meets the needs of the ANG**).

(b) **Applicant Letter of Intent:** (limited to two pages Times New Roman 12 font). Address the letter to "Officer Developmental Education Panel". In the letter, address how your experience illustrates or demonstrates the Air Force Institutional Competencies (located in the Air Force Doctrine Document 1-1, (AFDD1-1) at www.ang.af.mil/careers/forcedevelopment).

(c) **Wing CC(or equivalent) Letter of Nomination:** (limited to one page Times New Roman 12 font) Address the letter to "Officer Developmental Education Panel". The nomination letter may include, but is not limited to:

- The member's accomplishments
- Why the applicant should be selected for the school/fellowship of choice(s)
- Outstanding achievement(s) that exemplify the applicant's performance
- Strategic benefits to the Air National Guard of the applicant's attendance
- Future positions and roles within the organization to which the applicant may potentially be assigned
- How attendance at the school or fellowship will enhance skills and career goals

(d) **TAG Endorsement Letter:**

Applicants must submit a TAG endorsement letter. This endorsement is a vital component in the overall evaluation of an applicant's package. Statements about the appropriateness of the applicant's desired course(s) as well as the wing or state leadership's future development plans for the member are highly encouraged. Along with supporting statements, the endorsement must include the following statement:

"The individual will be maintained in a valid UMD position until the completion of the three year service commitment required after graduation."

NOTE: Do not include other endorsements and/or letters of recommendation.

(e) **Stratification: Submission of two or more applicants in any DE level (IDE/SDE/ASG) from one state requires the state leadership (the Adjutant General (TAG) or equivalent) to stratify the applicants.** A stratification letter must be submitted separately to the Officer Developmental Education Panel and is NOT part of the applicant's package. JFHQ will email state stratification letters to usaf.jbanafw.ngb-hr.mbx.hr.mbx.ANG-Force-Development@mail.mil. NGB/HRT will obtain stratification for statutory tour applicants.

(f) **Combination (military/civilian) Resume:** (limited to three pages) It is imperative for applicants to submit a resume that contains military experience, civilian experience and education.

(g) **Officer Performance Reports (OPRs)**:

1. IDE and ASG applicants submit the last three (3) required OPRs as of 1 June 2016.

2. SDE applicants submit all required OPRs, from the grade of Major, as of 1 June 2016.

Submit documentation for any gaps between OPRs or pending reports awaiting closeout. The OPRs must be in descending order with the most current on top. Applicants may obtain their OPRs through the Air Force portal utilizing Personnel Records Display (PRDA).

(h) **vMPF Record Review/Update (Print all pages):** Submit the entire vMPF report. It is incumbent upon each applicant to ensure their personnel information is correct in vMPF. The Record Review/Update is available through virtual MPF on the Air Force portal.

(i) **AFFMS II Fitness Printout:** Must reflect a current, passing score as of the date of application. Selected candidates may be required to provide an updated fitness certificate prior to course start date.

(j) **Joint Officer History (JOH)** – A printed summary from the Joint Qualification System (JQS) (CAC only) located at:
https://www.dmdc.osd.mil/appj/jmis/logon?continueToUrl=/appj/jmis/loginInit.do

Prior to submission, applicants should ensure that this document correctly indicates their joint experience and education. SDE candidates should have JPME I indicated as complete.

(k) **ASG Applicants Only**: Applicants must complete a School of Advanced Air Space Studies (SAASS) Application. This application is separate from the IDE/SDE/ASG application. Questions regarding SAASS/ASG and the application essay should be directed to SAASS ANG POC at (334) 953-5310, DSN 493-5310.

6. SUBMISSION PROCESS:

A. The Joint Force Headquarters (JFHQ) or directorate will electronically load completed application package in one single PDF document in the order listed in item D in this announcement. Submit through AMRDEC at https://safe.amrdec.army.mil/safe/ no later than **8 August 2016.** Each package must be individually uploaded through AMRDEC. Portfolio format or multiple applications submitted together will not be accepted.

B. To ensure NGB/HRT has access to the files, use the following email address in the "Recipient Information" section:

usaf.jbanafw.ngb-hr.mbx.ANG-Force-Development@mail.mil.

C. Please use the following naming structure for the **file name and file description**:

"2017-508 - IDESDEASG Last Name, First Name, Rank - State Abbreviation"
Example: 2017-508 - IDESDEASG Doe, John, LtCol - MI

D. JFHQ or directorate: Ensure application package is in the following order:

1. AY17-18 Application Worksheet
2. Letter of Intent
3. Wing CC (or equivalent) Letter of Nomination
4. TAG Endorsement Letter
5. Resume
6. OPRs (descending order, most current first)
7. Virtual MPF (vMPF) Record
8. AFFMS II Fitness Printout
9. Joint Officer History (JOH)
10. SAASS Application for ASG or GRE for NIU (if applicable)

E. Applications received prior to closeout will be reviewed for completeness. Incomplete packages will be returned to JFHQ or directorate for resubmission of complete package by application deadline.

F. JFHQ or directorate will receive a confirmation from AMRDEC when the package is downloaded by NGB/HRT. If a confirmation email is not received within five business days, please contact the course POC listed at the end of this announcement.

IMPORTANT NOTE: The responsibility to provide and ensure receipt of a complete application by the required deadline rests **solely with the applicant. A complete package will consist of** the required/specified documents, the appropriate level of endorsement(s) as required, assembled in one (1) single PDF file, uploaded via the AMRDEC site specified, and received by the application suspense date deadline. **Packages missing any required documents or failing to meet the submission requirements specified will be returned without review.** NGB/HRT highly recommends that organizations or unit members submitting applications on behalf of their members provide those members a courtesy copy of the final submission.

All packages must be vetted through JFHQ adhering to any local policies, procedures and internal suspenses and submitted via the AMRDEC site by the announcement closeout date of 8 August 2016.

7. SELECTION/ANNOUNCEMENT PROCESS:

A. The Officer Developmental Education Panel will convene in the first quarter of FY17 to develop a merit listing of candidates for recommendation to the Director, Air National Guard.

B. The Director, Air National Guard, on acceptance of the panel recommendations, will announce the alphabetized list of selectees and alternates, by email, to the Adjutants General and ANGRC/CC.

C. ANGRC/CC will further disseminate the Selection Announcement to the state and territory Wing Commanders, Directors of Staff, and ANGRC A-Staff Directors.

D. NGB/HRT will provide a Selection Notification Letter to each selectee and alternate.

8. ACCEPTANCE/DEFERRAL/DECLINATION/WITHDRAWAL PROCEDURES:

Selectees must provide NGB/HRT written notice of their acceptance, or a request for deferral, declination, or withdrawal within 30 days of receipt of the Selection Notification Letter. Please reference AFI36-2301_AFGFM2015-01, paragraph A4.2. Officer Developmental Education (DE).

9. ADDITIONAL INFORMATION:

A. We encourage supervisors and commanders at all levels to review their officer force and target qualified members for IDE/SDE/ASG attendance.

B. Questions regarding this message should be sent to usaf.jbanafw.ngb-hr.mbx.ANG-Force-Development@mail.mil. Points of Contact are SMSgt Denise R. Wagenman (Primary), DSN 612-8675, Comm (240) 612-8675, or SMSgt Sherry R. Marnell, DSN 612-8331, Comm (240) 612-8331.