



DEPARTMENT OF THE AIR FORCE
HEADQUARTERS UNITED STATES AIR FORCE
WASHINGTON DC



JUN 9 2017

MEMORANDUM FOR FORCE SUPPORT LEADERS AND NONAPPROPRIATED FUND
EMPLOYEES

FROM: HQ USAF/A1S
1040 Air Force Pentagon
Washington DC 20330

SUBJECT: 2017 Force Support (FS) Nonappropriated Fund (NAF) Civilian Development Plan
(CDP) Opportunities (**Suspense: 11 August 2017**)

1. The Air Force is committed to providing a culture which promotes a learning environment for all members to grow professionally. This opportunity applies to Department of the Air Force NAF employees regardless of funding source, including employees/positions covered by NAFI Memorandums of Agreement and joint base Uniform Funding Management. This memorandum outlines the 2017 NAF CDP call, a deliberate development process, intended to provide individuals with sufficient breadth of experiences to be competitive for future senior leadership opportunities. Desirable attributes for candidates include relevant and diverse job experience, supervisory experience, and grade-appropriate formal and military education. **It is critical for everyone involved in this process, including supervisors and endorsers, to thoroughly review this document.**
2. Beginning 27 June 2017, the NAF Development Team (DT) will accept CDP submissions for Career Broadening (CB), Air Command and Staff College Online Master's Program (ACSC OLMP), Defense Civilian Emerging Leadership Program (DCELP), leadership development training, tuition reimbursement, Professional Military Education (PME), and career vectoring. The NAF DT is comprised of the Air Force Deputy Director of Services, Air Force Services Activity Executive Director, and MAJCOM representatives who will convene in October 2017 to evaluate records and select applicants.
3. Any individual interested in these opportunities should review the attachments for eligibility and requirements, submit a development plan (attachment 1), and properly formatted resume (attachment 2) by 11 August 2017. Applicants applying for a program requiring a degree (*i.e.*, CB, PME, ACSC OLMP, and DCELP) must include transcripts showing degree completion (refer to attachment 4).
4. Completed CDP packages must include both supervisor and endorser assessment and justification. The endorser is the FSS Commander/Director and cannot be delegated to a lower level. For employees at AFSVA, the endorser is the employee's second level supervisor. **Completed CDP packages must be submitted electronically to the NAF FS Career Field Team (CFT) at afpc.nafcareers@us.af.mil by 11 August 2017.**

5. Our goal is to identify and select promising and qualified employees for experiences that best suit their career goals and the needs of the Air Force. I encourage all eligible NAF employees who are interested in furthering their careers through training and development to submit a NAF DT CDP package. Our DT remains committed to fostering the best force development processes to develop and sustain highly qualified leaders. Questions concerning the NAF CDP should be directed to the NAF FS CFT at afpc.nafcareers@us.af.mil or by phone at 665-2596 (DSN)/(210) 565-2596 (commercial).



H.L. LARRY, SES, USAF
Deputy Director of Services
DCS, Manpower, Personnel and Services

9 JUL 2017

4 Attachments:

1. NAF CDP Form
2. NAF CDP Resume Template
3. NAF CDP Guide
4. NAF CDP Trifold with Program Eligibility

cc:

HAF/A1C
AFPC/CA
AFSVA/CC
MAJCOM/A1s