

UNCLASSIFIED//

MARADMIN 519/10

MSGID/GENADMIN,USMTF,2007/CMC WASHINGTON DC OLA//

SUBJ/CY12 CONGRESSIONAL FELLOWSHIP PROGRAM SELECTION BOARD//

REF/A/MSGID:DOC/CNO/YMD:19900420//

REF/B/MSGID:MMAA3/-/YMD:19960820//

REF/C/MSGID:DOC/DOD/YMD:20040422//

NARR/REF A IS OPNAVINST 1520.24C, OFFICER SCHOLARSHIP PROGRAMS.

REF B IS MCO 1500.41A W/CH1, SCHOLARSHIP PROGRAMS FOR MEMEBERS OF THE MARINE CORPS. REF C IS DOD DIRECTIVE 1322.6, FELLOWSHIPS, SCHOLARSHIPS, AND GRANTS FOR MEMBERS OF THE ARMED FORCES// POC/REX VANBUSKIRK/LTCOL/UNIT:HQMC /NAME:OLA/TEL:703-692-0235//

GENTEXT/REMARKS/1. THE PURPOSE OF THIS MARADMIN IS TO SOLICIT APPLICATIONS FROM THE ACTIVE COMPONENT (AC) AND RESERVE COMPONENT (RC) FOR CONSIDERATION TO THE CY12 CONGRESSIONAL FELLOWSHIP PROGRAM (CFP).

2. THE CFP OFFERS MARINE OFFICERS AND STAFF NONCOMMISSIONED OFFICERS THE OPPORTUNITY FOR ENHANCED UNDERSTANDING OF THE OPERATIONS AND FUNCTIONS OF THE LEGISLATIVE BRANCH OF THE U.S. GOVERNMENT. FELLOWS RECEIVE INSTRUCTION AND HANDS-ON EXPERIENCE IN A FULL-TIME ASSIGNMENT ON THE STAFF OF A SENATOR OR REPRESENTATIVE, COMMITTEE, OR SUPPORT ORGANIZATION OF THE CONGRESS IN WASHINGTON, DC. TYPICAL RESPONSIBILITIES OF FELLOWS INCLUDE DRAFTING LEGISLATION, FLOOR DEBATE PREPARATION, PLANNING AND ANALYSIS OF PUBLIC POLICY, AND SERVING AS CONGRESSIONAL LIAISONS TO CONSTITUENTS AND INDUSTRY.

3. THE FORMAL PART OF THE PROGRAM RUNS FROM OCTOBER 2011 TO DECEMBER 2012. AC MARINES AND ACTIVE RESERVE (AR) MARINES INCUR A THREE-YEAR SERVICE OBLIGATION FOLLOWING THE COMPLETION OF THEIR FELLOWSHIP. UNRESTRICTED RC MARINES (EXCLUDING AR) INCUR A THREE YEAR OBLIGATION TO AFFILIATE WITH THE SELECTED RESERVE (SELRES) IN A DRILLING STATUS FOLLOWING THE COMPLETION OF THEIR FELLOWSHIP. FELLOWS ARE ALSO ASSIGNED A TWO YEAR FOLLOW-ON UTILIZATION TOUR THAT LEVERAGES THEIR LEGISLATIVE EXPERIENCE. OLA, IN CONJUNCTION WITH M AND RA, WILL ASSIST WITH UTILIZATION PLACEMENT.

A. M AND RA WILL IMPLEMENT A WEB-BASED APPLICATION SYSTEM FOR CFP PACKAGE SUBMISSIONS. THIS APPLICATION WILL BE USED BY THE APPLICANT'S FINAL ENDORSING AUTHORITY TO SUBMIT THE REQUEST FOR CONSIDERATION ALONG WITH ACCOMPANYING DOCUMENTATION ON-LINE TO M AND RA. MARINES WILL BE ABLE TO TRACK THE STATUS OF THEIR INDIVIDUAL PACKAGES VIA THE CFP WEBSITE. THE CFP APPLICATION, INSTRUCTIONS ON ITS USE, PROGRAM DETAILS, AND SUBMISSION PROCEDURES WILL BE LOCATED IN THE MANPOWER INFORMATION PORTAL AT: WWW.MANPOWER.USMC.MIL/CFP. THE CFP PORTAL WILL BE AVAILABLE TO RECEIVE PACKAGES ON 16 OCTOBER 2010.

B. INTERESTED OFFICERS AND SNCOS MUST SUBMIT THEIR APPLICATIONS NO LATER THAN 16 NOVEMBER 2010. A RESULTS MARADMIN WILL BE RELEASED IN FEBRUARY 2011 DESIGNATING PRIMARY SELECTEES TO REPORT DURING THE FIRST WEEK OF OCTOBER 2011.

4. MARINES WITH THE FOLLOWING QUALIFICATIONS MAY APPLY:

A. UNRESTRICTED AC COMMISSIONED OFFICERS, 1STLT THROUGH LTCOL, AND SNCOS, SSGT THROUGH MGYSGT IN THE MARINE CORPS AC. AC 1STSGTS AND SGTSMAJ, AND RC SNCOS ARE INELIGIBLE TO APPLY.

B. UNRESTRICTED RC COMMISSIONED OFFICERS, 1STLT THROUGH LTCOL, TO INCLUDE RC OFFICERS SERVING IN THE AR PROGRAM. AR OFFICERS MUST BE CAREER DESIGNATED AND HAVE AT LEAST 30 MONTHS OF SERVICE IN THE AR PROGRAM BY 01 OCTOBER 2011. AR OFFICERS SELECTED FOR PROMOTION TO LTCOL AND AR LTCOLS WITH A DATE OF RANK NO EARLIER THAN 01 FEBRUARY 2010 MAY APPLY. ADDITIONALLY, AR CAPTAINS IN THE FY12 IN-ZONE POPULATION FOR MAJOR MAY APPLY; HOWEVER, SUBSEQUENT FAILURE OF SELECTION FOR PROMOTION WILL RESULT IN DISQUALIFICATION. AR OFFICERS MUST HAVE NO LESS THAN SIX YEARS OF COMMISSIONED SERVICE REMAINING TO BE CONSIDERED FOR THIS PROGRAM. HQMC (RAM) MAINTAINS FINAL AUTHORITY ON PMOS SPECIFIC ELIGIBILITY REQUIREMENTS BASED ON THE CONTEMPORARY NEEDS OF THE PROGRAM. RC OFFICERS COMMISSIONED UNDER THE RECP AND OCC-R PROGRAM WHO ARE STILL UNDER INITIAL OBLIGATION TO THEIR SMCR UNITS ON MIDNIGHT OF THE CLOSE DATE OF APPLICATION ACCEPTANCE ARE ALSO INELIGIBLE TO APPLY. RC OFFICERS SERVING WITH SMCR UNITS UNDER RESERVE OFFICER AFFILIATION INCENTIVE PROGRAMS ARE CAUTIONED TO CONSIDER POTENTIAL FINANCIAL CONSEQUENCES OF PROGRAM ACCEPTANCE SHOULD THE OFFICER BE SELECTED PRIOR TO FULFILLING THE CONTRACT TERMS OF THEIR AFFILIATION INCENTIVE. RC OFFICERS (EXCLUDING AR OFFICERS) WHO WILL HAVE MORE THAN 16 YEARS ACTIVE DUTY UPON COMPLETION OF THE PROGRAM ARE NOT ELIGIBLE. RC OFFICERS (EXCLUDING AR OFFICERS) MUST ALSO HAVE HAD AT LEAST A 31-DAY BREAK FROM ACTIVE DUTY WITHIN ONE YEAR OF THE COMMENCEMENT OF THE PROGRAM.

C. AC OFFICERS NOT YET CAREER DESIGNATED MUST BE SCREENED, OFFERED, AND ACCEPT CAREER DESIGNATION PRIOR TO PARTICIPATING IN THE CFP. OFFICERS NOT YET CAREER DESIGNATED BUT WHO ARE BEING SCREENED BY THE FY11 CAREER DESIGNATION BOARD, FORECASTED TO CONVENE IN JANUARY 2011, MAY SUBMIT PACKAGES. THESE OFFICERS MUST AGREE IN WRITING TO ACCEPT CAREER DESIGNATION IF OFFERED.

D. EXCEPTIONAL MILITARY PERFORMANCE.

E. KNOWLEDGE OF CURRENT EVENTS IN NATIONAL SECURITY AFFAIRS AND INTERNATIONAL RELATIONS.

F. AC AND AR MARINES MEETING MINIMUM TIME ON STATION (TOS) REQUIREMENTS BY OCTOBER 2011. TOS INFORMATION CAN BE OBTAINED THROUGH THE APPLICANTS PRIMARY MOS MONITOR OR THE POINTS OF CONTACT LISTED BELOW. TOS REQUIREMENTS MUST BE MET PRIOR TO SCHOOL MATRICULATION. APPLICANTS PRESCRIBED TOURS OF DUTY WILL NOT NORMALLY BE INTERRUPTED. AC AND AR APPLICANTS MUST NOTIFY THEIR PRIMARY MOS MONITOR OF THEIR INTENT TO APPLY TO THE CFP PRIOR TO SUBMITTING AN APPLICATION.

G. APPLICANTS ARE INELIGIBLE TO APPLY IF THEY HAVE ALREADY ACCEPTED SELECTION TO A VOLUNTARY EDUCATION PROGRAM OR RESIDENT PME SCHOOL FOR ACADEMIC YEAR 2011.

5. FOR APPLICATION FORMAT USE AN ADMINISTRATIVE ACTION FORM, STANDARD NAVAL CORRESPONDENCE FORMAT, AND THE EXAMPLE TEMPLATE ON THE OFFICE OF LEGISLATIVE AFFAIRS (OLA) WEBSITE. LETTERS OF RECOMMENDATION MAY BE INCLUDED AS ENCLOSURES. THE FOLLOWING INFORMATION IS REQUIRED.

A. AA FORM WITH NAME, SSN, GRADE, CURRENT POSITION TITLE, ORGANIZATION ADDRESS, WORK TELEPHONE NUMBER, EMAIL ADDRESS, HOME ADDRESS, AND HOME TELEPHONE NUMBER. THE FOLLOWING STATEMENT MUST BE INCLUDED ON THE AA FORM FOR AC AND AR MARINES: "I AGREE TO REMAIN ON ACTIVE DUTY FOR AT LEAST THREE YEARS AFTER COMPLETION OF MY FELLOWSHIP. I AGREE NOT TO TENDER RESIGNATION OR REQUEST SEPARATION OR RETIREMENT WHILE PARTICIPATING IN THE PROGRAM. I FURTHER UNDERSTAND THAT THIS OBLIGATION IS TO RUN CONCURRENTLY WITH ANY OBLIGATION PREVIOUSLY INCURRED." RC MARINES (EXCLUDING AR) MUST AGREE TO AFFILIATE IN THE SELRES FOR AT LEAST THREE YEARS FOLLOWING COMPLETION OF THEIR FELLOWSHIP AND WILL INCLUDE THE FOLLOWING STATEMENT ON THEIR AA FORM: "I AGREE TO REMAIN AFFILIATED WITH THE SELECTED RESERVE FOR A PERIOD OF THREE YEARS IN ACCORDANCE WITH CURRENT POLICY AND APPLICABLE DIRECTIVES." NO LATER THAN 90 DAYS BEFORE COMPLETION OF THE FELLOWSHIP, RESERVE AFFAIRS WILL NOTIFY EACH RC OFFICER IN WRITING OF SPECIFIC AFFILIATION OPPORTUNITIES WITHIN REASONABLE COMMUTING DISTANCES FROM THEIR HOME ADDRESS. OFFICERS UNWILLING TO ELECT AFFILIATION AT THAT TIME WILL BE REQUIRED TO SUBMIT THEIR DECLINATION IN WRITING VIA THEIR CHAIN OF COMMAND TO HQMC (RAM) AND PROVIDE AN EXPLANATION FOR FAILING TO AFFILIATE AS REQUIRED. THIS LETTER WILL BE INCLUDED IN THE OFFICERS OMPF.

B. APPLICATIONS MUST CONTAIN COMMAND ENDORSEMENTS THROUGH THE FIRST GENERAL OFFICER (WING, DIVISION, OR MLG EQUIVALENT) AS APPROPRIATE. IRR OFFICERS MUST HAVE COMMAND ENDORSEMENTS THROUGH CG, MOBCOM.

C. RESUME WITH SERVICE HISTORY, CIVILIAN EDUCATION, MILITARY EDUCATION, MILITARY DECORATIONS AND PERSONAL DATA TO INCLUDE NAME AND AGE OF SPOUSE AND CHILDREN. RC OFFICERS (EXCLUDING AR) MUST ALSO PROVIDE A RESERVE QUALIFICATION SUMMARY.

D. STATEMENT INDICATING THE REASON FOR APPLYING TO THE PROGRAM, THE RELEVANCE OF THE FELLOWSHIP TO CAREER GOALS, AND HOW THE FELLOWSHIP WILL BE UTILIZED.

E. REPORTING SENIOR ASSESSMENT OF APPLICANT QUALIFICATIONS FOR THE FELLOWSHIP. NON-MOBILIZED IRR OFFICERS ARE EXEMPT FROM THE RS ASSESSMENT REQUIREMENT.

F. AN OMPF DIGITAL PHOTOGRAPH TAKEN WITHIN 12 MONTHS OF THE PROGRAM APPLICATION DEADLINE IS REQUIRED. PER THE GUIDANCE IN MARADMIN 0003/09, DEPLOYED MARINES MAY TAKE THE PHOTO IN UTILITIES MINUS THE UTILITY BLOUSE. THE TITLE BOARD WILL INCLUDE THE WORD "DEPLOYED" DISPLAYED PROMINENTLY ACROSS THE TOP OF THE BOARD IN ADDITION TO ALL OTHER REQUIRED INFORMATION. DIGITAL PHOTOS WILL NOT NEED TO BE SUBMITTED WITH THE PACKAGE, ONLY UPDATED IN THE APPLICANTS OMPF.

G. COMPLETED AND SIGNED NAVMC 11000 PRIVACY ACT STATEMENT.

H. TRANSCRIPTS ARE NOT REQUIRED.

6. AC APPLICATIONS WILL BE SCREENED FOR TOS REQUIREMENTS, CAREER PROGRESSION, PROMOTION, CAREER DESIGNATION, ETC, BY THE APPLICANTS PRIMARY MOS MONITOR, THE CAREER

COUNSELING SECTION, AND HEAD MMOA AND MMEA, PRIOR TO BEING RELEASED TO OLA FOR THE FINAL SELECTION PROCESS. HQMC (RAM) WILL SCREEN RC APPLICATIONS PRIOR TO BEING RELEASED TO OLA FOR THE FINAL SELECTION PROCESS. HQMC (RAM) MAINTAINS FINAL AUTHORITY ON RC ELIGIBILITY DETERMINATIONS.

7. ADDITIONAL INFORMATION CONCERNING DETAILS OF THE FELLOWSHIP PROGRAM CAN BE OBTAINED BY CONTACTING LTCOL REX VANBUSKIRK AT (703)692-0235 OR DSN 222-0235; EMAIL REX.VANBUSKIRK@USMC.MIL.

8. ALL AC COMMISSIONED OFFICERS SHOULD DIRECT QUESTIONS REGARDING APPLICATIONS TO MMOA-3, MAJ J. NEWCOMB; EMAIL JOSEPH.NEWCOMB@USMC.MIL OR CIV DIANE RODGERS; EMAIL DIANE.RODGERS@USMC.MIL; TEL COMM (703) 784-9286, DSN 278-9286.

9. ALL AC SNCO(S) SHOULD DIRECT QUESTIONS REGARDING APPLICATIONS TO MMEA-85, CAPT J. WONG; EMAIL JONATHAN.WONG@USMC.MIL; TEL COMM (703) 784-9266, DSN 278-9266.

10. ALL RC COMMISSIONED OFFICERS SHOULD DIRECT QUESTIONS REGARDING APPLICATIONS TO HQMC (RAM), MAJ SHANNON SHINSKIE; EMAIL SHANNON.SHINSKIE@USMC.MIL; TEL COMM (703)784-0525.

11. ALL APPLICANTS ARE RESPONSIBLE FOR ENSURING THEIR APPLICATIONS ARE RECEIVED AT HQMC PRIOR TO THE 16 NOVEMBER 2010 DEADLINE. LATE PACKAGES WILL NOT BE ACCEPTED.

12. THE CFP WEB-BASED APPLICATION SYSTEM IS THE PREFERRED METHOD IN WHICH TO SUBMIT APPLICATIONS. IF WEB ACCESS IS UNAVAILABLE, HARDCOPY APPLICATIONS CAN BE SUBMITTED TO THE FOLLOWING ADDRESSES:

A. AC COMMISSIONED OFFICER APPLICATIONS SHOULD BE SENT TO HEADQUARTERS, U.S. MARINE CORPS, GRADUATE EDUCATION MMOA-3, 3280 RUSSELL ROAD QUANTICO, VA 22134-5103.

B. AC SNCO APPLICATIONS SHOULD BE MAILED TO HEADQUARTERS, U.S. MARINE CORPS, ENLISTED ASSIGNMENTS (MMEA), ATTN MMEA-85, 3280 RUSSELL ROAD QUANTICO, VA 22134-5103.

C. RC COMMISSIONED OFFICER APPLICATIONS SHOULD BE SENT TO HEADQUARTERS, U.S. MARINE CORPS, MANPOWER AND RESERVE AFFAIRS, RAM-1, RESERVE AFFAIRS, 3280 RUSSELL ROAD QUANTICO, VA 22134-5103 13. IT IS RECOMMENDED THAT THE FINAL ENDORSING AUTHORITY CONSIDER SENDING PACKAGES USING A SERVICE THAT PROVIDES TRACKING NUMBERS IF PACKAGES ARE UNABLE TO BE SUBMITTED VIA THE CFP WEB-BASED APPLICATION SYSTEM.

14. THIS MARADMIN IS APPLICABLE TO THE TOTAL FORCE.

15. RELEASE AUTHORIZED BY BGEN STEVEN R. RUDDER, LEGISLATIVE ASSISTANT TO THE COMMANDANT OF MARINE CORPS, OFFICE OF LEGISLATIVE AFFAIRS.//