



# VA ACQUISITION ACADEMY (VAAA)

## Senior Acquisition Leadership Training (SALT)

### APPLICATION FORM

#### I. PERSONAL INFORMATION

*(To be completed by the applicant)*

APPLICANT NAME:	
OFFICE ADDRESS:	
OFFICE E-MAIL ADDRESS:	
OFFICE PHONE NUMBER:	ALTERNATE PHONE NUMBER:

#### II. EMPLOYMENT INFORMATION

*(To be completed by the applicant)*

JOB TYPE: <input type="checkbox"/> 1102 ACQUISITION PROFESSIONAL <input type="checkbox"/> P/PM ACQUISITION PROFESSIONAL
JOB TITLE/POSITION:
CURRENT GRADE:
AGENCY:
LENGTH OF SERVICE WITH YOUR AGENCY'S 1102 SERIES OR P/PM ACQUISITION ROLE:
ORGANIZATION (within your agency):
LENGTH OF SERVICE WITH CURRENT ORGANIZATION:
CURRENT FAC-C or FAC-P/PM CERTIFICATION LEVEL:

## Certification Statements

Please provide a brief statement about your personal and professional reasons for participating in the SALT program.

- I certify that the information contained in this application package is true and correct to the best of my knowledge, understanding that falsification of information may result in termination of consideration and/or immediate removal from VAAA SALT.
- I understand that, if selected, I will be required to actively participate in all scheduled SALT sessions. SALT will be delivered in a hybrid face-to-face and online environment. Below is the planned schedule for the face-to-face and online sessions.

**Face-to-Face at VAAA**

October 23-26, 2023 | 8:00 am - 5:00 pm ET

March 5-7, 2024 | 8:00 am - 5:00 pm ET

May 13-16, 2024 | 8:00 am - 5:00 pm ET

**Online Learning Sessions**

November 14, 2023 to April 30, 2024

Alternating Tuesdays | 10:30 am - 4:30 pm ET

Applicant initial here

Supervisor initial here

- I understand that by submitting this application form, I agree to participate in all aspects of VAAA SALT, including up to 50 hours of independent learning assignments and Capstone project work outside of the online training. I understand that the success of the Capstone challenge is directly related to the commitment I make to my team.

Applicant initial here

Supervisor initial here

- I certify that I am either a Supervisor or Non-Supervisory GS14-15. I supervise:

\_\_\_\_\_ people  
*insert number of people  
that you oversee*

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date



# VA ACQUISITION ACADEMY (VAAA)

## Senior Acquisition Leadership Training (SALT)

### RECOMMENDATION FORM

#### I. SUPERVISOR INFORMATION

*(To be completed by the applicant's immediate supervisor)*

SUPERVISOR NAME:
TITLE/POSITION:
OFFICE ADDRESS:
E-MAIL ADDRESS:
OFFICE PHONE NUMBER:

#### II. SUPERVISOR RECOMMENDATION

*(To be completed by the applicant's immediate supervisor)*

*Excluding the candidate's technical competencies, please explain instances where the candidate has demonstrated leadership tendencies and provide commentary on why the applicant would be a good fit for VAAA's Senior Acquisition Leadership training (SALT), considering the applicant's leadership development goals, capabilities, and drive for results. (1,000 characters or less)*

Please reference the [VAAA SALT Website](#) for a detailed description of the SALT program. For additional information, please e-mail [VAAASALT@va.gov](mailto:VAAASALT@va.gov).

## Certification Statements

- I certify that the individual featured in this application is currently a GS-1102 or Acquisition P/PM Supervisor at GS13-15 Level or Non-Supervisory GS14-15 (*If this is not the case do not check the box.*)
- I understand that participation in this program will require the individual named in the **Application Form** to travel to for face-to-face training at VAAA October 23-26, 2023, March 5-7, 2024 and May 13-16, 2024, and participate in online training for 6 hours every other week between November 14, 2023, and April 30, 2024 (with the exception of government holidays and scheduled breaks).
- I give consent for the individual named in the **Application Form** to participate in all aspects of VAAA SALT, if selected, including up to 50 hours total independent learning assignments and Capstone project work outside of the face-to-face and online training.

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Supervisor Signature

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Date