**Leadership Development Programs: Eligibility Requirements**

The following eligibility requirements must be met for all NAVFAC leadership development programs. Please note, each program may have additional eligibility requirements to qualify.

* Permanent or career conditional full-time employees who have completed at least the first year of the probationary period
* Be a NAVFAC employee for the past 12 months
* Must meet program grade level eligibility requirements on a permanent basis
* Must have completed the first year of the supervisory probationary period, if applicable
* Have and maintain a performance rating of record of “fully successful” or equivalent
* Must have a supervisor approved individual development plan (IDP)
* Must be compliant with mandatory certification and training requirements (e.g. DAWIA, FM)
  + Acquisition Workforce Members (AWF) are required to meet the following criteria:
    1. Certified in Functional Area reflected in eDACM **OR** within the certification grace period.
    2. Achieved their current Continuous Learning (CL) Point cycle requirement **OR** within their CL cycle grace period.

Note: AWF Members should verify eDACM records for correct email address and supervisor to ensure CL requests are routed properly. In addition, if you see a red exclamation point in eDACM that states, “*XX more hours required to meet PREVIOUS cycle requirement*”, then you are **NOT** compliant. You can rectify this by adding qualified CL opportunities in eDACM to satisfy your cycle requirements. Additional information for creditable opportunities can be found here: [Continuous Learning Center (dau.edu)](https://www.dau.edu/training/clc) Instructions on how to add CLs in eDACM can be found here: [eDACM: Guidance and Documents (army.mil)](https://www.atrrs.army.mil/channels/navyedacm/document/library/index)