



## PARTNERSHIP FOR PUBLIC SERVICE

EFFECTIVE GOVERNMENT FOR THE AMERICAN PEOPLE

# SUPERVISOR ENDORSEMENT FOR PARTICIPATION IN THE LEADERSHIP EXCELLENCE FOR ACQUISITION PROFESSIONALS PROGRAM

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### Overview of Program

The *Leadership Excellence for Acquisition Professionals (LEAP)* program is a nine-month training course designed to provide the essentials in leadership development for GS levels 12-14. This program is composed of six in-person sessions (14 total days) in Washington, D.C. Participants are expected to attend every session in its entirety including additional time outside of the sessions (*approximately 8 – 12 hours per month*) to complete session assignments (i.e., readings, self-reflection, and on-the-job practice of new skills), behavioral assessments, and working with a team on an acquisition project that spans the entire program during. It is the participant's responsibility to navigate their time working on the program with you (their supervisor). Please complete the following information below to provide approval for your direct report to attend this training and confirm your agency has funding available for the LEAP program.

### Participant Information

Name:	
Agency:	
Email:	
Phone Number:	

### Supervisor Information

Name:	
Title:	
Email:	
Phone Number:	

### Supervisor Approval

By signing this form, you provide an endorsement for your employee to attend the LEAP program with the Partnership for Public Service. **You also agree to ensure that the tuition payment of \$6,500 per person will be provided in a timely matter.** This cost does not include any meal or travel expenses that take place during our first session in Washington DC.

Supervisor Signature: \_\_\_\_\_ Date: \_\_\_\_\_