

# PLANNING TRAINING AND PLANNER DATABASE

## PCoP WEBINAR SERIES

Jodi Creswell

MVP/R/S Environmental Planning

06 July 2017



US Army Corps  
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# OUTLINE

- Core Planning Training
- Planner Database Profile Update
- Planning Associates Program



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# 3 CORE PLANNER TRAINING COURSES

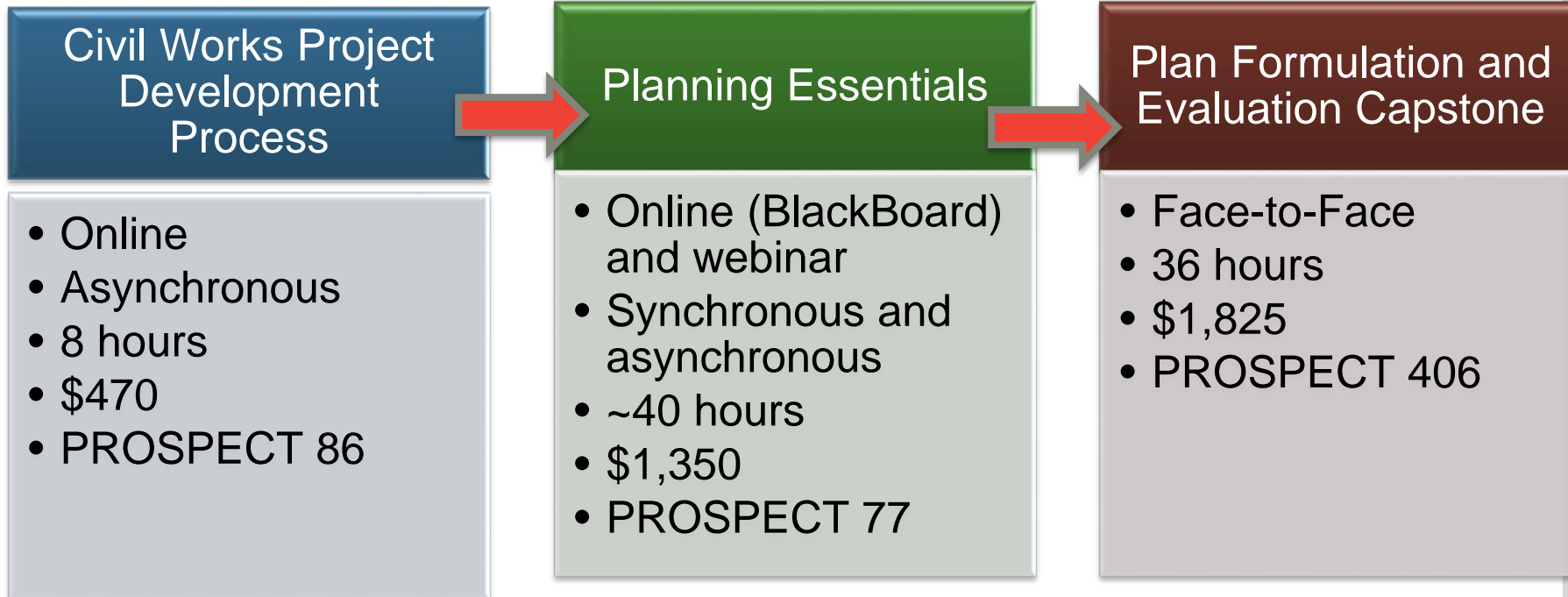
There are 3 courses required for ALL Planners



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# CORE PLANNER TRAINING



- Course progression designed to optimize learning
- Prior courses are prerequisites



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# CIVIL WORKS PROJECT DEVELOPMENT PROCESS

Asynchronous, on-demand, narrated lessons

8 hours

No travel or per diem

Tuition – \$325

\$4,500 estimated savings per student

PROSPECT 086

FY18  
Session:  
Open  
enrollment



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# PLANNING ESSENTIALS

8 week course, 40 hours total

Blended Course - synchronous and asynchronous components

Utilizes BlackBoard Learning Platform

No travel or per diem

Tuition – \$1,700

\$2,500 estimated savings per student

PROSPECT 077

FY18 Sessions:  
Jan-Mar 2018  
Apr-June 2018



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# PLAN FORMULATION AND EVALUATION CAPSTONE

36 hour face-to-face course

Format

- 20% Lecture
- 40% Exercise/Activity
- 30% Facilitated Discussion

Tuition – \$1,840

FY18 Sessions:  
December 2017 – MVN  
March 2018 - SAJ  
July/August - NWP



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# CAMPAIGN PLAN METRICS

## Metric 2a1.1 Percent of Planners Trained

Course	CW Project Development Process	Planning Essentials	Plan Formulation and Evaluation Capstone	All 3 Core Planning Courses*
FY17	90%	70%	50%	70%
FY18	↓	90%	70%	↓
FY19	↓	↓	90%	↓

\* Strategic Plan Metric



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# GRANDFATHERING

Engage the brain

If appropriate, make  
the cause for  
grandfathering to  
Sue Hughes or  
Jodi Creswell



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# NEW PLANNERS/DA INTERNS

GOAL – Train in all 3 core planner courses in first 3 years in Planning Organization



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# NEW PLANNING PDT MEMBERS

Ideally, new planning PDT members, consider training in first 2 core planner courses in first 3 years



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# PLANNER DATABASE

Update your profile annually





# Raise your hand in the Participants window if you have accessed the Planner Database



Link <http://sme.planusace.us/> **Planner Database**

[HOME](#) | [CULTURAL](#) | [ECONOMICS](#) | [ENVIRONMENT](#) | [PLAN FORMULATION](#) | [SEARCH](#) | [REPORTS](#) | [MANAGE](#) | [LOGOUT](#)

The Planning Community of Practice's Planner Database Tool records, organizes, and reports the knowledge, skills and abilities of USACE planners filtered by Sub-Community of Practice (Sub-CoP).

[Overview video](#) (mp4, 6.8 MB, 1:05 min)

**NEW!** [WATCH THIS HELP VIDEO](#) (mp4, 5.11 MB) about the website's newest feature, the Water Resources Certified Planner application process.

## Cultural Resources



## Economist Resources



## Environment



## Plan Formulation



Additional Resources can be found here:

Find a Facilitator: <http://corpslakes.usace.army.mil/employees/facilitator/find.cfm>

Find an Engineer: <https://maps.crrel.usace.army.mil/apex/f?p=105:53:16291659969314::NO>

**BUILDING STRONG®**

[SME Home](#) | [Contacts](#) | [Help](#) | [Planners' Toolbox](#)  
[Privacy and Security](#) | [Logout](#)

**IVWR**



# PLANNER DATABASE/TRAINING - EMPLOYEE

Maintain a profile in the database

**Annual update** in **July**, at minimum

Login is USACE email, password reset is easy

Ensure basic info complete & correct - organization, grade, year joined, subCoPs

Update **training status** for **3 Core Courses**

Make a case for **grandfathering** – email request to Jodi Creswell



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1 **MY INFO** | SEARCH | REPORTS | CONTACTS | HELP

- View Profile
- 2 Edit Profile
- My Certifications
- Reset Password
- Planning CoP
- Economics SUB-CoP
- Environment SUB-CoP
- Plan Formulation SUB-CoP
- Log out



**Economist Resources**



**Environment**



**Plan Formulation**



3

The Planning Community of Practice  
the knowledge, skills and abilities of US  
**PLEASE NOT**

[How to Find and Edit My Profile \(mp4, 0.9 MB, 18 sec\)](#)

[How to Apply for Certifications \(mp4, 1.1 MB, 19 sec\)](#)

[WATCH THIS HELP VIDEO \(mp4, 5.11 MB, 4:06 min\)](#) about  
Water Resources Certified Planner application process.

**Edit My Profile** [View Profile](#) [View Certifications](#)

Basic Info Skills/Training Experience Interest More...

**Basic Information**  
**\*Indicates Required Field**

● **First Name: \***

● **Last Name: \***

● **Email: \***

Note: changing your email will change your username effective immediately.

## PLANNER DATABASE/TRAINING – DISTRICT SUPERVISOR

Make sure **all** your **planners** are **in** the **database**

- Addition/deletion requests to MSC SubCoP Lead

Identify **who needs core training**

- Search, filter by district, PCC, filter by class missing

Identify employees to consider for **grandfathering**

- Email request to Jodi Creswell

Enroll employee in courses to **complete core training** for  
**All Planners**



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Search

BASIC INFO

SKILLS

PCC

EXPERIENCE

ATR

DISPLAY

## Choose Basic Information Filters

Plan Formulation

USACE Organizations  
ERDC - All  
HNC - All  
HQ - All  
IWR - All  
HEC

- Regional Technical Specialist (RTS)  
 Exclude those not working within planning org

Primary Planning Positions  
Cultural Resource Specialist  
Economist  
Engineer  
Environmental Specialist  
Plan Formulator

Grade Levels  
GS-04  
GS-05  
GS-06  
GS-07  
GS-09

First Name:

Last Name:

**CURRENT FILTERS:** **COMMUNITY:** PCC Inclusive (or)

### Tips

- To select multiple items in dropdown boxes, hold down the CTRL key.
- Choosing a division returns all meeting the criteria within the division (if multiple divisions and districts are not chosen). Choosing one or more organizations narrows the results to the organization(s).
- Remember to clear the search filter for a new search.



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# PLANNING ASSOCIATES PROGRAM



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# When do YOU plan to apply? ✓

FY18

























FY19

FY20

Auditor

Supervisor/Mentor

# PA COURSES

		
Program Orientation		
October 2017		
Team Building & Leadership		
Planning Foundations		
Deep Draft Navigation		
March 2018		
DC Experience		
Flood Risk Management		
Coastal Storm Risk Management		
May 2018		
Project Presentation Dry Run		

ESA, Hydropower, Recreation, Water Supply Cultural Resources & Tribal Affairs
Inland Navigation
Ecosystem Restoration
July 2018
Watershed
Small Boat Harbors & Intergovernmental Coordination
Project Presentation and Awards Ceremony
September 2018

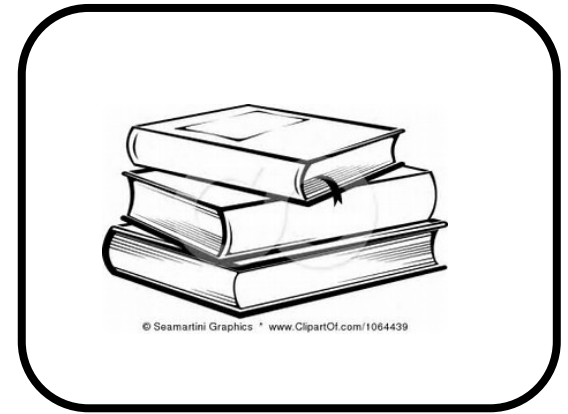
# Expectations for Planning Associate



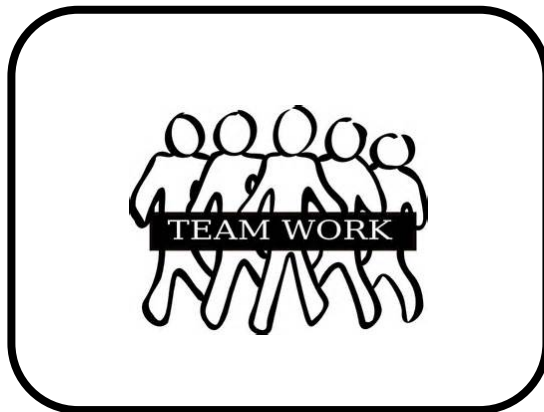
Attend all training sessions



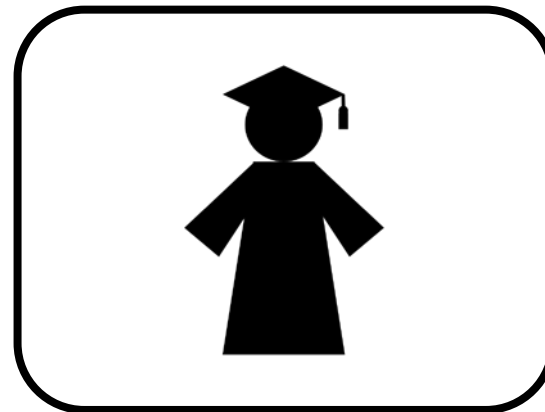
Fully Participate



Complete Homework



Contribute to Team Products

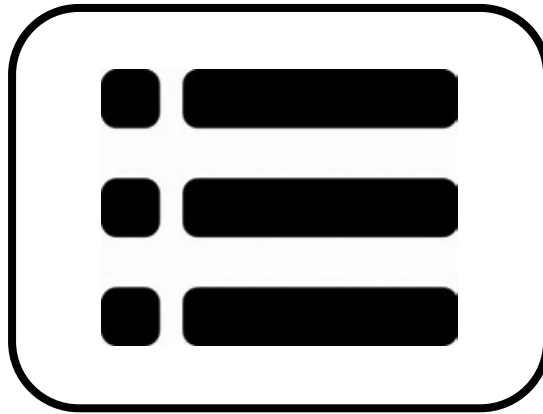


Attend Graduation

# Expectations for Supervisors



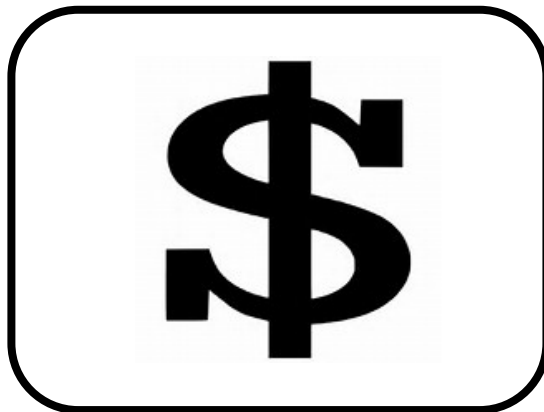
Make PA  
Available to Learn



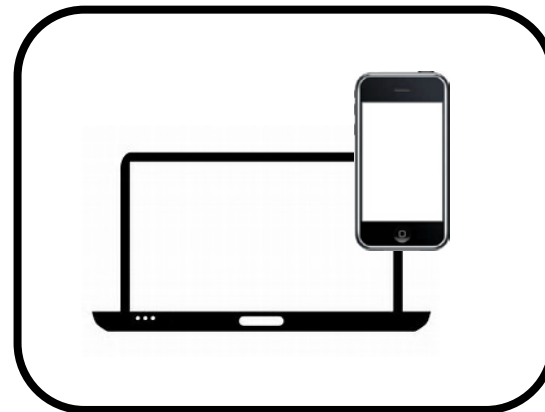
Ensure Program  
Work Has Priority



Ensure Program is  
on TAPES



Cover Some  
Labor Costs

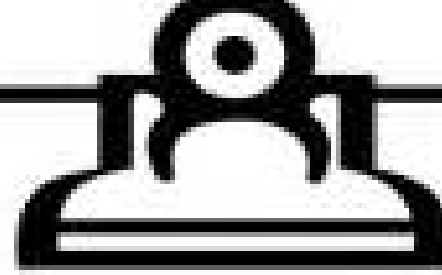


Provide Laptop &  
Mobile Phone



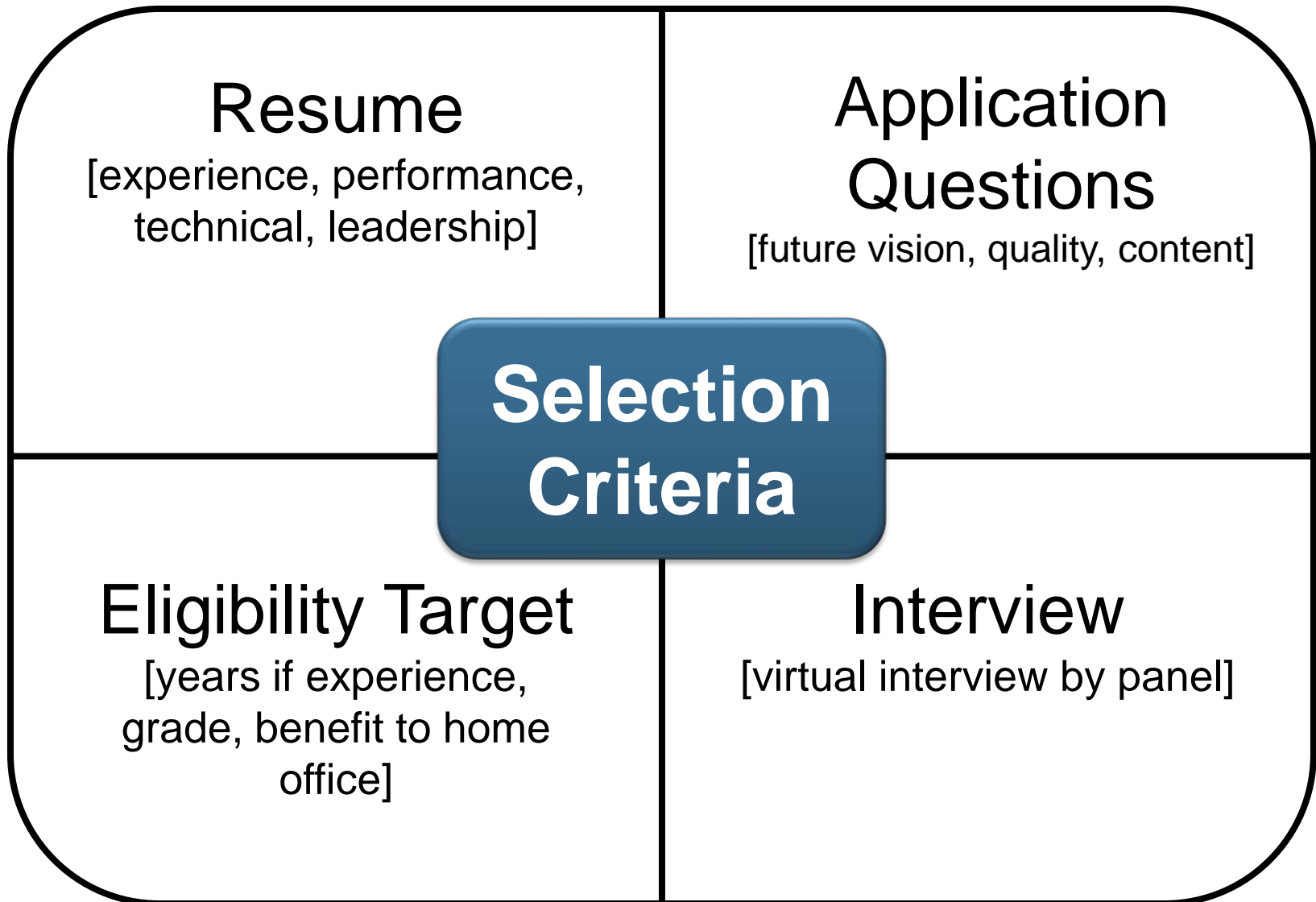
Submitted through  
your MSC

Due to Joy Muncy  
~early August



- Resume
- Question Response
- Core Planning Course Checklist
- Participation Agreements
- Endorsement Letters





## Selection Criteria

### Resume

[experience, performance, technical, leadership]

### Application Questions

[future vision, quality, content]

### Eligibility Target

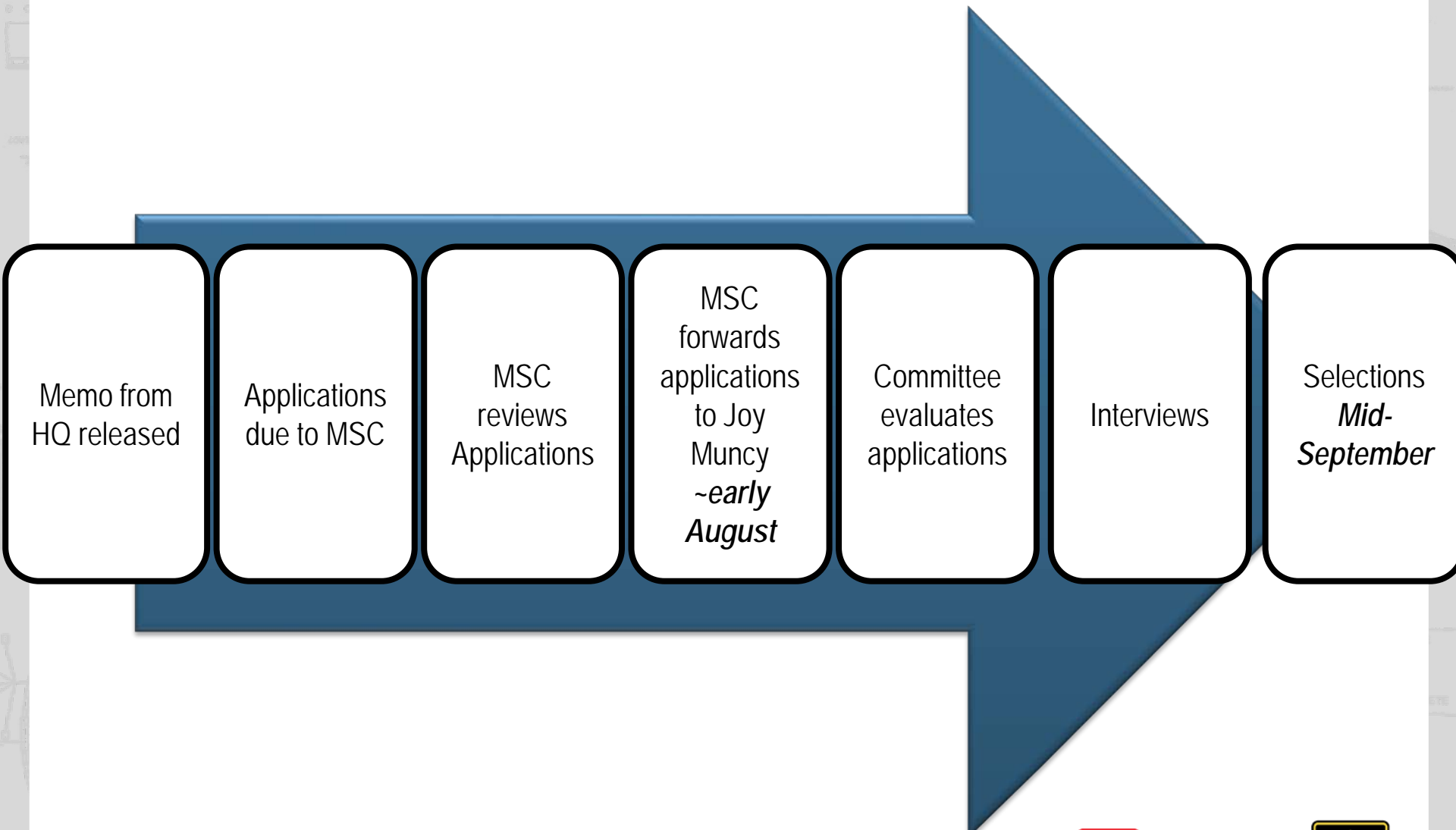
[years of experience, grade, benefit to home office]

### Interview

[virtual interview by panel]



# SELECTION PROCESS



Memo from HQ released

Applications due to MSC

MSC reviews Applications

MSC forwards applications to Joy Muncy ~*early August*

Committee evaluates applications

Interviews

Selections *Mid-September*



# SUMMARY

- All Planners should be trained in the 3 core courses
- Core courses are also good for Planning PDT Members
- Core planner training is tracked as a metric
- Use Planner Database to track core training status
- Planning Associates 2018 applications due soon
- Auditing options may be available for PA 2018



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# Questions?

Type questions in the chat box.  
We will answer as many  
as time allows.

This webinar will be posted to the  
Planning Community Toolbox:  
<http://www.corpsplanning.us>



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