

WATER RESOURCES CERTIFIED PLANNER PROGRAM

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US Army Corps
of Engineers®




WHERE ARE YOU IN YOUR PLANNING CAREER?

Novice

Journeyman

Expert

Click on the Annotation option  on the left side of your screen and then use the Pencil Tool or checkmark to mark your response.



PURPOSE OF THE WRCP PROGRAM

- Enhance workforce capability and competency.
- Identify experienced planners for particularly complicated, controversial, and/or high visibility studies.
- Promote a standard of excellence for Planners to strive toward.
- Improve the PCoP's understanding of the experience and diversity of our workforce.




WHICH OF THESE MISPERCEPTIONS HAVE YOU HEARD ABOUT THE WRCP PROGRAM? (CHECK ALL THAT APPLY)

**It's just for the
Plan Formulation
Sub-CoP**

**It's just for District
planners**

**It's just for those
with extensive GI
study experience**

Click on the Annotation option  on the left side of your screen and then use the Pencil Tool or checkmark to mark your response.



WHO ARE WATER RESOURCES CERTIFIED PLANNERS?

- From every sub-CoP
- Supervisors as well as PDTs
- District, MSC, and Headquarters staff
- PDTs *and* review team members
- Experienced in GI, CAP, and other studies



CRITERIA FOR CERTIFICATION

- Education & Training
- Experience (Studies & Reviews)
- Knowledge of Planning Policy and Process
- Mentoring, Communication, and Leadership



BENEFITS TO BECOMING A WRCP

- Assignment to particularly challenging studies
- Opportunities to participate in national teams, task forces
- Justification for continuing education
- A leg up as you move up in your Planning career
- Evidence of your advanced skillset!



RESPONSIBILITIES

- Remain actively engaged in Planning.
- Mentor and develop other planning professionals.
- Be available to support water resources challenges and address projects of regional or national scope.
- Remain informed on current Civil Works guidance and policies.
- Recertify every 5 years.



SCHEDULE FOR 2021 WRCPS

- Submit applications in the Planner Database: NLT 14 May
*Supervisors must also validate applications NLT 14 May!
- Scoring of Applications, Interviews, and Essays: May - June 2021
- Recommendations presented to PAB: July 2021
- Announcement of new WRCPS: August 2021



APPLICATION PROCESS

- Step #1: Self-Nominate in the Planner Database



APPLICATION PROCESS

- Step #1: Self-Nominate in the Planner Database
- Step #2: Validation by Supervisors (NLT 14 May)



APPLICATION PROCESS

- Step #1: Self-Nominate in the Planner Database
- Step #2: Validation by Supervisors (NLT 14 May)
- Step #3: Scoring of Applications



APPLICATION PROCESS

- Step #1: Self-Nominate in the Planner Database
- Step #2: Validation by Supervisors (NLT 14 May)
- Step #3: Scoring of Applications
- Step #4: Interviews and Essays



APPLICATION PROCESS

- Step #1: Self-Nominate in the Planner Database
- Step #2: Validation by Supervisors (NLT 14 May)
- Step #3: Scoring of Applications
- Step #4: Interviews and Essays
- Step #5: Presentation of candidates to the PAB

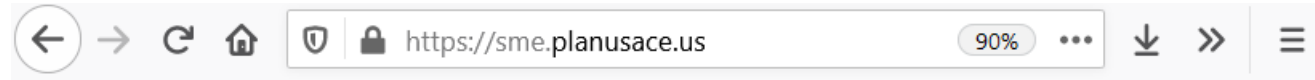


APPLICATION PROCESS

- Step #1: Self-Nominate in the Planner Database
- Step #2: Validation by Supervisors (NLT 14 May)
- Step #3: Scoring of Applications
- Step #4: Interviews and Essays
- Step #5: Presentation of candidates to the PAB
- Step #6: Selection of new WRCPs!



HOW TO APPLY – LOG INTO THE PLANNER DATABASE



Planner Database

Please Login

Email:

Password:

Login

Forgot password? [Request a reset.](#)

[Join here](#) to access the tool.

Contact your division lead for login help. If you don't know your division lead, contact the [administrator](#).

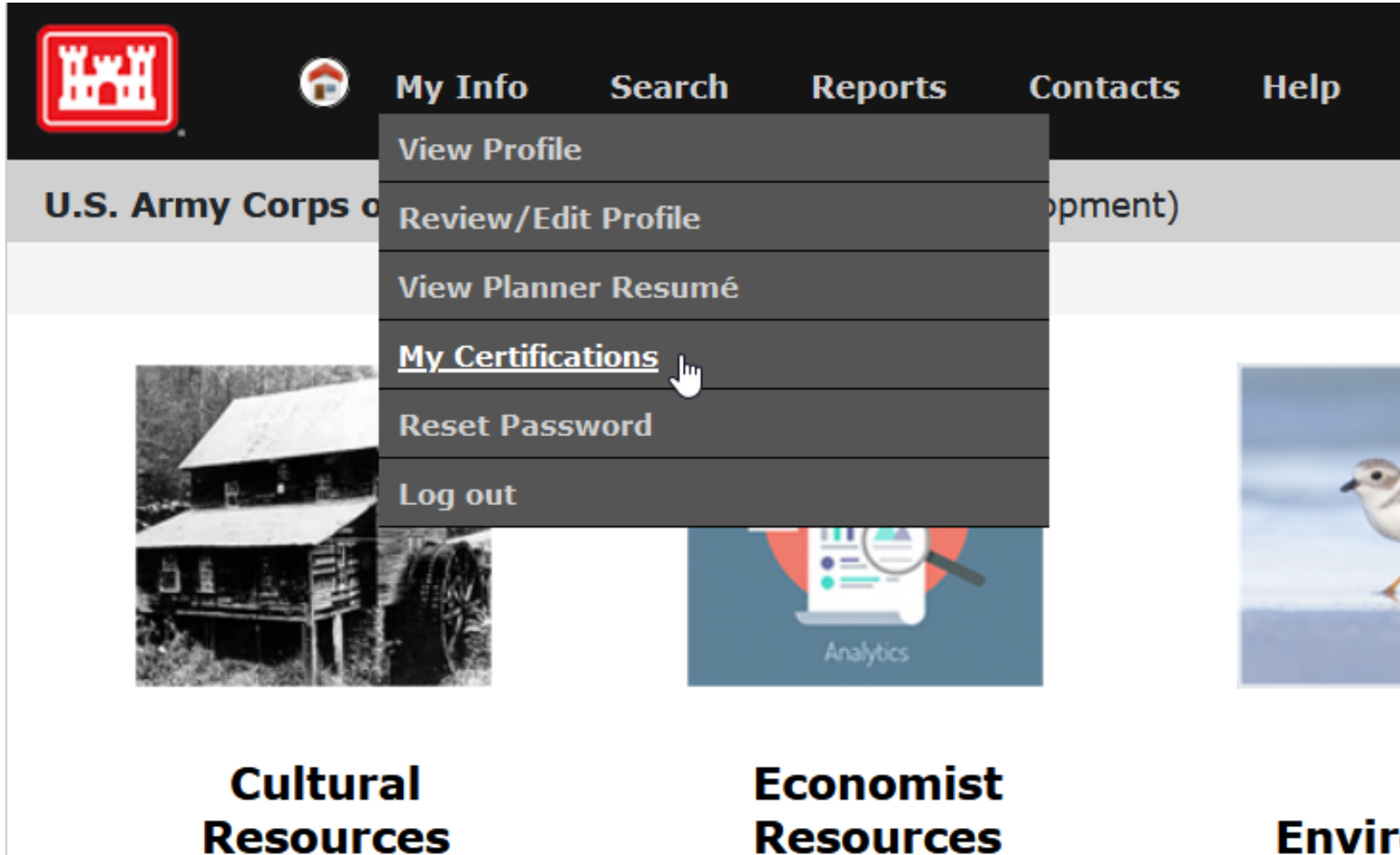
<https://sme.planusace.us>

Password Reset

Self-Register if you don't have an account.

For assistance, email:
PlanningOnline@usace.army.mil

HOW TO APPLY – MY INFO MENU



My Info Search Reports Contacts Help

- View Profile
- Review/Edit Profile
- View Planner Resumé
- My Certifications
- Reset Password
- Log out

Cultural Resources

Economist Resources

Enviro



HOW TO APPLY – MY CERTIFICATIONS

MY INFO

Certification for Sherlock Holmes

[Edit Profile](#)

Your application will be pre-populated using data from your profile. We recommend that you first review and update your profile before continuing. All profile information should be updated before starting a certification.

[Edit Profile](#)

Water Resources Certified Planner

The Water Resources Certified Planner is an individual who has a broad variety of experience and training in the USACE planning processes, and is capable of leading the most complex water resources planning efforts, Agency Technical Reviews, and planning task forces throughout the enterprise. Your supervisor or alternative supervisor will be required to validate and support your application. Please ensure that you have talked with him or her about your application.

Water Resources Certification

Application does not exist

[Apply Here](#) | [View/Download Instructions](#)

Open Instructions in a separate window



HOW TO APPLY – EDIT PROFILE; START APPLICATION

MY INFO

Certification for Sherlock Holmes

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

Water Resources Certification

Thank you for your interest in becoming a Certified National Water Resources Planning Professional.

The information provided in the Qualification Statement will be used in determining your qualifications as a Certified National Water Resources Planning Professional. It will also serve as a resource for Headquarters, Divisions, Districts and Review Management Organizations (RMOs) when selecting team members, advisors or reviewers for the most complex water resources planning efforts, agency technical reviews, and planning task forces across the country (e.g., matching individual experience with specific study needs).

Finally, if you are initially Certified as a Water Resources Planning Professional, the information in the Qualification Statement can help identify what additional experience might be required to obtain certification.

The Water Resources certification uses information from your planner profile to prefill parts of the application. This includes basic information such as name, years experience, organization, position, grade, and RTS status; education, training, and ATR certification status; and studies that are included in your profile. **Please review your profile before starting a new certification form to be sure that all information is up-to-date.**

[Water Resources Certification Application Help Video \(mp4, 5.11 MB\)](#)

Edit Profile

Start Application

Update your
Planner
Profile first

Then start the
application



HOW TO APPLY – THE APPLICATION

Six separate tabs:

- Basic Info
- Education & Training
- Experience
- Studies
- Reviews
- Finalize

Be sure to use the buttons at the bottom of each tab to **SAVE** your information



Save and Exit

Save and Continue



HOW TO APPLY – BASIC INFO

MY INFO

WRCP App: Sherlock Holmes

Another link to your **Planner Profile**, in case you have not yet updated it.

[Edit Profile](#)
[View Certifications](#)
[WRCP Instructions](#)
[View completion checklist](#)

Another link to the detailed **Application Instructions**

WRCP Completion Status Percent complete: 0% (Last updated 04/01/2021)

Basic Info

Education & Training

Experience

Studies

Reviews

Finalize

Basic Information

*Indicates Required Field

Some of the information on this page is being pulled from your profile. You must [update your profile](#) to edit any display-only information below. NOTE: Edits made to this page WILL NOT change profile data.

Items marked with a + are displaying information taken from your profile, not your most recently submitted application. YOU MUST RESUBMIT THE APPLICATION TO UPDATE THE APPLICATION WITH THIS INFORMATION.

🔒 First Name: Sherlock⁺

🔒 Last Name: Holmes⁺

🔒 Years Experience as USACE Planner: * years

Status: shows the completeness (%) of your application



HOW TO APPLY – EDUCATION AND TRAINING

Basic Info

Education & Training

Experience

Studies

Reviews

Finalize

Education and Training

The information on this page is being pulled from your profile. You must [update your profile](#) to edit any display-only information below. NOTE: Edits made to this page WILL NOT change profile data.

Water Resources Related Courses

+/- Courses

Education

+/- Education

ATR Certifications

+/- ATR Certifications

Comments

(Limit 2,000 characters; anything beyond 2,000 characters will not be saved)

Current Length: 3
Remaining: 1997

WARNING: Do not include any PII or sensitive information in your submitted comments.

sds

Click **+/-**
to expand or
hide sections of
the application

All Education and Training data is taken from the Planner Profile.

Contact your MSC SubCoP lead if you're missing ATR certification.



HOW TO APPLY – EXPERIENCE

WRCP Completion Status Percent complete: 0% (Last updated 04/01/2021)

Basic Info

Education & Training

Experience

Studies

Reviews

Finalize

Experience

***Indicates Required Field**

General Experience and Knowledge*

+/- General Experience

Area of Planning Expertise*

(Limit 255 characters; anything beyond 255 characters will not be saved)

Enter the name of the area of expertise

Current Length: 0

Remaining: 255

Special Assignments*

+/- Special Assignments

SubSections

- General Experience
- Area of Planning Expertise
- Special Assignments
- Instruction Experience
- Mentoring
- Temp Assignments/Details
- Papers/Presentations



HOW TO APPLY – STUDIES

Basic Info

Education & Training

Experience

Studies

Reviews

Finalize

Studies

*Indicates Required
Field

② Study Experience

List at least 5 studies (if possible); no more than 15 studies may be entered.

No studies have been entered

+/- Add New Study

② Comments

(Limit 2,000 characters;
anything beyond 2,000
characters will not be
saved)

Current Length: 0
Remaining: 2000

WARNING: Do not include any PII or sensitive information in your submitted comments.

Enter comments or explanations regarding studies; if you selected 'Other' as the Study Purpose above, add additional info here.

Enter at least 5
Studies
No more than 15

Only your **top 5**
highest scoring
Studies will be
counted towards
your application
score.



HOW TO APPLY – REVIEWS

Basic Info

Education & Training

Experience

Studies

Review

Finalize

Review Experience

*Indicates Required
Field

DQC, ATR, and Policy Review Team (HQ/MS) Studies

*If you have or had
multiple roles in the
same study, enter each
role as a separate
Review experience
using the Add New
Review button.*

List at least 5 review studies (if possible); no more than 15 review studies may be entered.

No review experience has been entered.

+/- Add New Review

PCX Studies and Models

List at least 5 studies or models (if possible); no more than 15 PCX studies and models combined may be entered.

Enter 5 to 15
DQC, ATR, or
Policy Review
Team **Reviews**.

Enter 5 to 15 PCX
or Model **Reviews**.

Only your **top 5
highest scoring
Reviews** will be
counted towards
your application
score.



HOW TO APPLY – FINALIZE

Basic Info

Education & Training

Experience

Studies

Review

Finalize

Finalize

***Indicates Required Field**

Additional Qualifications

WARNING: Do not include any PII or sensitive information in your submitted comments.

Supervisor

Select your supervisor from the dropdown below. If your supervisor is not listed, [contact the webmaster](#).

Primary Supervisor:*

Alternate Supervisor:*

Please identify an alternate supervisor in the event that your primary supervisor is unavailable to review your qualification statement.

Comments

WARNING: Do not include any PII or sensitive information in your submitted comments.

Save and Exit

Continue to Final Step

Select your supervisor and alternate. They will receive an email asking them to review your application.

Select Continue to Final Step



HOW TO APPLY – REVIEW DATA COMPLETION MATRIX

WRCP App: Sherlock Holmes

[Edit Profile](#)
[View Certifications](#)
[WRCP Instructions](#)
[Edit WRCP Application](#)
[Completion Grid Help Sheet](#)
[Completion Grid Description](#)

Get **Help** with
the **Data**
Completion
Matrix

Water Resources Certification

Please review your certification completion rates before submitting your application. Follow the links below each section to edit the information that has already been entered.

🕒 Last updated

04/03/2021

Data Completion Matrix shows
completeness of application data.

🕒 Certification
Completion

Section	Entries	% Complete
1. Personal Information Edit Basic Info View ATR Certifications	n/a	0%
2. General Experience And Knowledge Edit Gen. Knowledge <small>Percentage based on 5 general experience categories and completion of</small>	n/a	0%

If data is
incomplete,
use links to
go back and
edit the
application.



HOW TO APPLY – VALIDATION & SIGNATURE

Confirm the accuracy and electronically sign.

7. Mentoring Edit Mentoring Experience <i>Percentage based on 3 mentoring experience maximum</i>	0	0%
8. Training, Education, And Professional Licensure View Training View Education	n/a	n/a
9. Additional Qualifications Edit Additional Qualifications <i>Percentage based whether a supervisor has been chosen (50% per supervisor)</i> Primary Supervisor: Snowman, Frosty (SPK) Edit Alternate Supervisor: Dylan, Bob (ASACW) Edit	n/a	100%

 **Qualification Statement Validation***

☐

The information provided in the qualifications statement accurately reflects my expertise and experience.

 **Electronic Signature***

Type your name

Complete Water Resources Application

Complete and Submit the Application



HOW TO APPLY – APPLICATION SUBMITTED

MY INFO

Certification for Sherlock Holmes

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

Water Resources Certification

Thank you for submitting an application for Water Resources Certification. Updates to your application's progress will be made to the [Certification](#) page. The details of your submission are below. Please print a copy for your records. You can [view your submitted application](#).

Planner Name:	Holmes, Sherlock
Certification Type:	Water Resources
Submission Date:	04/04/2021
FY Year Submitted:	2021

Your application has been submitted and your supervisor will be notified that it is ready for their review.

Watch the Certification page to see the progression of your application.

You may be asked to make revisions and re-submit



SIGNS YOU MAY QUALIFY

- Other planners seek you out for counsel
- You can speak confidently to planning policy, guidance, and processes
- You have experience leading a diverse array of studies from start to finish
- You are ATR-certified
- You have teaching or other leadership experience



TROUBLE FILLING OUT YOUR APPLICATION?

...CONTACT ME!

HAVE IDEAS ON HOW TO IMPROVE THE PROGRAM?

...CONTACT ME!



QUESTIONS?



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of Engineers®