

# TAB 1 – CANDIDATE INFORMATION

## PRIVACY ACT INFORMATION

The information contained on this page is subject to the Privacy Act of 1974

### Application for the National Emergency Management Advanced Academy

Instructions: Before completing this form packet, you must download it and save it to your PC (“Save As Other → Reduced Size PDF”). Name the file in this format: “LastnameFirstname.AA.FY21”. Complete the packet in its entirety, saving your progress periodically. Follow instructions carefully and do not add any attachments. Enter the Candidate’s Information below, and then type a cover letter in the space provided, requesting consideration for admission to the program and specifying your qualifications and expectations of the program.

#### Candidate’s Information

First and Last Name		Position/Title	
EM Credential(s)	Organization	Location (city & state)	
Email Address		Phone #	
Have you graduated from National EM Basic Academy?		Have you applied to NEMAA before?	

#### Cover Letter

## TAB 2 – EMPP RESUME

Name \_\_\_\_\_

*Use only the space provided to provide your most important and relevant experience, associations, education, training, and anything else you believe should be considered. Do not add attachments.*

### Emergency Management Experience

(Employed or Directly Connected (ex. volunteer) with Emergency Management (EM) Examples: Federal, State, Tribal, Local, Consortium EM Agencies, Public Health, Higher Education, School Systems, NGO, or Private Sector Business Continuity/EM)

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### Boards, Commission, Associations

(Some examples of service and community commitment include volunteering for associations, non-profits, community organizations, boards, committees, and charitable organizations or community events, including Boy/Girl Scouts, Civil Air Patrol, Homeowner's Associations, etc.)

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### Education

(Degree Awarded, Field of Study, Name of Institution, Years Attended)

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### Training & Certifications

(Title of Course, Code-if applicable, Training Location, Date Attended/Completed)

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### Other

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## TAB 3 – COMMITMENT STATEMENT

### Federal Emergency Management Agency Emergency Management Institute National Emergency Management Advanced Academy Commitment Statement

The National Emergency Management Advanced Academy (NEMAA) consists of four 5-day resident courses held over a period of one (1) fiscal year. All four (4) courses (E/L0451, E/L0452, E/L0453 and E/L0454) must be attended in sequence. The series also includes pre-course reading assignments and the completion of a NEMAA paper submitted prior to arrival for the 3rd class (0453).

By signing the last tab of this package, I commit to participate fully in the program's in-class four (4) courses over one (1) fiscal year. I commit to completing all pre-course reading assignments and to submitting the NEMAA paper prior to attending 0453.

The class schedule, which includes the following courses, is at the following website: <https://training.fema.gov/empp/advanced.aspx>

E/L0451 Advanced I – Application of Advanced Individual Concepts in EM

E/L0452 Advanced II – Assessment of Teams in Professional Emergency Management

E/L0453 Advanced III – Contemporary Issues in the Emergency Management Organization

E/L0454 Advanced IV – Advanced Concepts and Policy in EM Profession

I,

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(Name)

understand and agree to the requirements of completing  
all activities of the **National Emergency Management Advanced Academy**.

*\*You and your supervisor will endorse this Commitment Statement at Tab 5. Please do not add a signature field to this tab. To sign Tab 5, click once in the signature field, then either select your ID, or create a new one by clicking "Configure a new Digital ID" then "Create a New Digital ID".*

## TAB 4 – QUESTIONNAIRE

### **Federal Emergency Management Agency Emergency Management Professional Program**

Name (Last, First): \_\_\_\_\_

*Your answers will be reviewed by the selection committee to determine the most qualified candidates.  
\*\*\*Use only the space provided for each question. Do not add attachments.\*\*\**

1. What led you to apply to this Academy?

(Max 2000 characters; about 350 words) Current word count:

2. What do you know about our program and how does it align with your goals?

(Max 2000 characters; about 350 words) Current word count:

3. If selected, how will you use what you learn to serve your community and the profession?

(Max 1700 characters; about 300 words) Current word count:

4. How will your professional and leadership experience help you contribute to the Academy?

(Max 1700 characters; about 300 words) Current word count:

5. Describe your most challenging issue and how it affects reaching your organization's goals.

(Max 1700 characters; about 300 words) Current word count:

## TAB 5 – ENDORSEMENT AND SIGNATURES

Supervisor: The selection panel finds candid recommendations helpful in choosing from among highly qualified candidates. Please use the space provided to help us get a better understanding of this candidate.

### Recommendation Letter

#### Signatures

My signature below acknowledges that I am applying to the National Emergency Management Advanced Academy and that I am committed to completing the program requirements as defined in the commitment statement. I understand that my attendance is subject to selection by the approving authority. I agree to submit to inquiries for additional information, and I understand that any false statement or misrepresentation made in the course of these proceedings may result in the revocation of this application. I give permission for verification of information contained herein.

Candidate's Signature:

My signature below acknowledges that I fully support and endorse this candidate's application to the National Emergency Management Advanced Academy. I understand the attendance requirements and agree to release the candidate from work to attend and fully participate as defined in the commitment statement.

Supervisor's Signature: