

BRIDGING THE GAP LEADERSHIP DEVELOPMENT PROGRAM – 2019

Frequently Asked Questions & Answers

What are the education requirements for this program?	This program requires completion of a Master's Degree or that you are currently pursuing an advanced program of study. Any certificates listed must be obtained from an accredited university or three years of experience which includes serving as a head of an organization or program, and involves work planning and directing specialized programs of marked difficulty, responsibility, and significance, and performing work of outstanding difficulty and responsibility while exercising independent judgement.
Can military personnel participate in this program?	This program is only for civilian personnel.
How long do I have to be working in the DON to apply?	You must be a permanent employee for at least one year.
Can I make changes to my application after submittal?	Yes, please send the updated documents, clearly named and marked with your name. DO NOT SEND PII
What does a complete package consist of?	1. Signed (self, supervisor and SES sponsor) pdf application. 2. Completed SharePoint form
Can I request an application extension?	No application extensions will be granted, please do not request one.
When will acceptance notifications be sent out?	Notifications will be sent out at the beginning of February
Can I send in my application via email?	Applications will only be accepted via the BTG portal site. If you are encountering issues uploading your application, please contact us before January 10, 2019.
How do I submit my application?	Click on the Attach file icon on the top of the form to upload your application documents. You will receive an email once the form has been submitted. It is your responsibility to ensure your application is complete.
Is my command responsible for payment?	Bridging the Gap is centrally funded by the Executive Management Program Office, there is no cost for tuition or materials. Commands are responsible for TDY costs.
Are professional certifications such as the CPA and CIA considered or does it have to be a masters degree specifically?	Certifications are not considered advanced degrees, they are not accepted as a replacement.
Is there a schedule for the in-person sessions?	There are three mandatory multi-day in-person sessions and one monthly brown-bag session, which occurs the second Tuesday of each month.
Does supervisory experience outside of Govt Service count?	Yes, including military.
Does other Federal experience outside the Navy, and experience as a Navy Officer count towards experience for the application	Yes it does count.
Who needs to sign my application?	Immediate Supervisor, Executive Sponsor