INSERT YOUR COMMAND’S HEADER

MEMORANDUM FOR Director Acquisition Career Management (DACM), 9900 Belvoir Road, Fort Belvoir, VA 22060

SUBJECT: Inspiring and Developing Excellence in Acquisition Leaders (IDEAL) Command Endorsement Memorandum for INSERT APPLICANT’S NAME

1. In this paragraph, you should indicate why you are endorsing the individual for the Inspiring and Developing Excellence in Acquisition Leaders (IDEAL) program. Avoid focusing on the individual's resume and achievements - instead, focus on their potential, how this program will help the individual reach their potential, and how the Army will benefit from their participation.
2. This paragraph must include a statement that the Command is aware that if selected, the individual will be TDY for three weeks between October and March.

FULL NAME

RANK (GO/SES) and POSITION INSERT COMMAND