DEPARTMENT OF THE ARMY
OFFICE OF THE ASSISTANT SECRETARY OF THE ARMY
ACQUISITION, LOGISTICS AND TECHNOLOGY
103 ARMY PENTAGON
WASHINGTON DC 20310-0103

SAAL-ZR

MEMORANDUM FOR ACQUISITION WORKFORCE MEMBERS OF THE BUSINESS – FINANCIAL MANAGEMENT ACQUISITION FUNCTIONAL AREA

SUBJECT: Recommended Credentials and Continuous Learning Points for the Business – Financial Management Acquisition Functional Area

1. References.

a. Department of Defense Instruction 5000.66 (Acquisition Workforce Education, Training, Experience, and Career Development Program).

b. Assistant Secretary of the Army (Acquisition, Technology, and Logistics), SFAE-ASC memorandum (Continuous Learning Point Policy and Implementation Guidelines for the Army Acquisition Workforce), 31 October 2022.

2. The Army Acquisition Workforce (AAW) is charged with the critical mission of cultivating innovation, designing the impossible, and providing our Warfighters with what they need to be successful. As technology continues to advance at a rapid pace, it is critical that our Business – Financial Management (BUS-FM) AAW professionals maintain currency through self-development and continuous education, including relevant defense acquisition credentials. The annual continuous learning point (CLP) requirement for the AAW is 40 CLPs annually and 80 CLPs in a two-year period per statute. Acquiring CLPs is an important activity for our acquisition workforce in keeping an edge and meeting the ever-changing challenges.

3. For the two-year CLP cycle that began on 1 October 2026 and ends on 30 September 2028, I recommend that members of the BUS-FM AAW professionals focus 20 percent of the required 80 CLPs (i.e., 16 hours) in the current and emerging critical technical areas listed below and/or enroll in the specific credentials and courses listed in paragraph 3 below:

a. Data Analytics and Automation Tools

b. Critical Thinking and Problem Solving

c. Laws and Policy of Budget Formulation and Execution

4. The below recommended training can be considered as continued professional development opportunities to enhance the knowledge and skills of the BUS-FM Functional Area and support the technical areas highlighted above.

SAAL-ZR
SUBJECT: Recommended Credentials and Continuous Learning Points for the Business – Financial Management Acquisition Functional Area

Course/Types of Activities	# CLPs	Course Location	Technical Area	Link
Society of Defense Financial Management (SDFM) Professional Development Institute	Varies	Varies	All	Home - SDFM
SDFM Local Chapter Mini-PDI/ Workshops	Varies	Varies	All	Home - SDFM
BCF 221 – Intermediate Financial Management Concepts	30	WBT	Laws and Policy of Budget Formulation and Execution	Home | https://www.waru.edu/
BFM 1000 – Fundamental of Acquisition Financial Management	9	WBT	Laws and Policy of Budget Formulation and Execution	Home | https://www.waru.edu/
Data-Driven Decision Making (Management Concepts)	16	Online	Decision Support	https://www.managementconcepts.com
Budget Formulation (Management Concepts)	24	Varies	Various	https://www.managementconcepts.com/
Data Driven Leadership (DDL) LTC/GS14 (or higher)	40	CMU – Heinz College	Decision Support	https://www.atrrs.army.mil/Aitas/
CBFM 005: Data Analysis and Acquisition Reporting Credential	Varies	Varies	Decision Support	https://www.waru.edu/credentials
Syracuse Short Course(s)	Varies	Varies	Various	https://www.asafm.army.mil/WDT/#syracuse-short-courses

5. Thank you for the work that you do every day to support the Army Warfighter and to grow the capabilities of the BUS-FM Functional Area.

TAYLOR.KIRSTEN.LEE.1007730124
Digitally signed by TAYLOR.KIRSTEN.LEE.1007730124
Date: 2026.09.17 11:41:38 -04'00'

Kirsten L. Taylor
Deputy Assistant Secretary of the Army
(Plans, Programs and Resources)