



GREAT LAKES REGION CIVIL AIR PATROL

Colonel Edward D. Phelka, CAP
Commander

Invites Your Attendance At The

2016 REGION STAFF COLLEGE

5 - 10 June 2016

(1800 Sunday through 1300 Friday)

*Wright-Patterson Air Force Base
Dayton, OH*



*A History of Professional Development for
Civil Air Patrol Leaders*

WHAT IS REGION STAFF COLLEGE?

Civil Air Patrol's Region Staff College (RSC) is designed to prepare selected mid-career CAP Senior Member officers with top quality professional development skills in leadership, communication and management topics. In addition Staff College participants benefit from an enhanced understanding of the Civil Air Patrol organization at policy-making levels.

The Region Staff College curriculum encompasses study in a wide array of areas including:

- Leadership
- Management of people and resources
- Interpersonal communications
- Principles of organization
- Problem solving
- Written communications
- Group dynamics
- CAP mission accomplishment at the Region level

Region Staff College is taught by a variety of highly-qualified individuals including CAP Commanders, Air Force instructors and CAP Members who teach professionally as well as those who are executives in their civilian careers. Each staff member is carefully screened and selected based on their experience.

AM I ELIGIBLE TO ATTEND?

To be eligible to attend the Great Lakes Region Staff College, you must be an active CAP Senior Member with no specific grade and must have completed SLS, CLC and Level II of the Professional Development Program.

Acceptance Is Based On Receipt of First Approved Applications Accompanied By Fee.

(Sorry, Patron Members and Cadet Sponsor Members are not eligible.)

HOW LONG IS REGION STAFF COLLEGE?

The GLR Region Staff College will begin on Sunday, **5 June 2016**, at 1800 hours, and end at 1300 hours on Friday, **10 June 2016**. All course materials are provided.

WILL ATTENDING RSC BENEFIT MY CIVIL AIR PATROL CAREER?

Region Staff College will help you to better execute duties and responsibilities associated with CAP command and staff positions. Leading CAP volunteers is uniquely challenging, requiring CAP commanders and supervisors to balance their volunteer members' work and family needs, as well as the needs of their unit. RSC can help you enhance your leadership abilities.

In addition, Region Staff College is a requirement for completing Level IV of the Senior Member Professional Development Program. Completion of Level IV is a requirement for promotion to CAP Major or to CAP Lieutenant Colonel if your promotion to Major preceded 11 August 2014.

WILL ATTENDING REGION STAFF COLLEGE HELP ME AT MY WORK?

Absolutely! The basic skills taught at Region Staff College are in great demand by employers in all industries. Flip through the Classified Sections in any newspaper and you'll read advertisements from employers looking for people with management and communications skills — the same skills you'll find at RSC!

BILLETING, MEALS & TRANSPORTATION

On-base billeting is not available. Arrangements have been made for billeting at the Wright State University Student Union adjacent to Wright-Patterson AFB at very affordable rates. *(See Billeting Information Section of this Brochure.)*

Breakfast and lunch meals eaten at the Pitsenbarger Dining Hall on base will be reimbursed by the RSC. Dinner meals and meals eaten off-base are not reimbursable by the RSC.

You must provide your own transportation to and from the activity.

AT FEES YOU CAN AFFORD!

Region Staff College is extremely affordable. Commercial programs equivalent to RSC can cost hundreds and even thousands of dollars! A registration fee of **\$135.00** is due with your application to the Region Staff College.

APPLICATION PROCEDURES

Submit your application (*CAP Form 17 attached*), along with the **\$135.00** registration fee through your Unit Commander who will forward your application up through your Chain of Command to Wing Headquarters for approval and then directly on to the Region Staff College Administrative Officer :

Major James E. Gregory, CAP
1154 Lakepointe
Grosse Pointe Park, MI 48230
gregoryj820@hotmail.com

Upon acceptance to the Region Staff College, you will receive notification which will contain all the information you will need. If you do not receive notification after a reasonable length of time, request that your Unit or Wing Professional Development Officer inquire into the status of your application.

APPLY EARLY—SPACES ARE LIMITED

Application Receipt Deadline Is 15 April 2016!!

BILLETING INFORMATION

WRIGHT STATE UNIVERSITY
3640 Colonel Glenn Highway
Dayton, OH 45435

4-Bedroom Apartment

- Contact: (937) 775-2645
- \$150.00 per week/per person. Accommodates up to 4 people. Shared bathroom.

2-Bed Dormitory Room

- Contact: (937) 775-4219
- \$22.00 per night/per person. Accommodates up to 2 people. Shared bathroom with room next door.

1-Bed Dormitory Room

- Contact: (937) 775-4219
- \$50.00 per night. Accommodates 1 person. Shared bathroom with room next door.

OFF-BASE BILLETING

See attached listing of off-base accommodations in the Wright-Patterson AFB area.

WRIGHT-PATTERSON AIR FORCE BASE - LOCAL AREA HOTELS

HOTEL	ADDRESS	TELEPHONE
Americas Best Value Inn	75 Corporate Center. Vandalia, OH	(937) 410-0384
Baymont Inn	8110 Old Troy Pike. Huber Heights, OH	(937) 237-1888
Baymont Inn	730 E. Xenia Ave. Fairborn OH	(937) 754-9109
Broad St. Inn	616 N. Broad St. Fairborn OH	(937) 879-7666
Comfort Inn	7907 Brandt Pike. Huber Heights, OH	(937) 237-7477
Comfort Suites	5220 Huberville Ave. Dayton, Oh	(937) 425-6498
Countr Inn and Suites	3971 Col Glen Hwy. Fairborn OH	(937) 429-2222
Courtyard Marriott	2777 Fairfield Commons Blvd. Beavercreek, OH	(937) 429-5203
Courtyard Marriott Dayton Mall	100 Prestige Place. Miamisburg, OH	(937) 431-3131
Courtyard Marriott Springfield	100 S. Fountain Rd. Springfield, OH	(937) 322-3600
Courtyard Marriott UD	2006 S. Edwin C Moses Blvd. Dayton, OH	(937) 222-9060
Crowne Plaza	33 E. 5th St. Dayton, OH	(937) 224-0800
Days Inn	891 Harshman Rd. Dayton, OH	(937) 235-0366
Days Inn Huber Heights	7761 Old Country Lane. Huber Heights, OH	(937) 233-1836
Dayton Courtyard Inn	7087 Miller Lane Dayton, OH	(937) 898-4946
Dayton Marriott	1414 S. Patterson Blvd. Dayton, OH	(937) 223-1000
Doubletree Downtown	11 S. Ludlow St. Dayton, OH	(937) 461-4700
Drury Inn and Suites	6616 Miller Lane. Dayton, OH	(937) 445-5200
Drury Inn and Suites N.	6616 Miller Lane. Dayton, OH	(937) 454-5200
EconoLodge	2220 Heller Dr. Dayton, OH	(937) 426-5822
Fairborn Hotel	800 N. Broad St. Fairborn OH	(937) 879-3920
Fairfi Inn	8035 Washington Village Dr. Dayton, OH	(937) 428-7736
Fairfield Inn by Marriott	2500 Paramount Place. Beavercreek, OH	(937) 427-0800
Fairfield Inn by Marriott	2500 Paramount Place. Beaverc OH	(937) 427-0800
Hampton Inn	2550 Paramount Place. Fairborn OH	(937) 429-5505
Hampton Inn and Suites	25 Greenwood Lane. Springboro, OH	(937) 743-2121
Hampton Inn South	8099 Old Yankee St. Dayton, OH	(937) 436-3700
Hawthorn Suites North	7070 Poe Ave. Dayton, OH	(937) 898-3308
Hawthorn Suites South	155 Prestige Place. Miamisburg, OH	(937) 434-7881
Holiday Inn and Suites	2455 Dryden Rd. Moraine, OH	(937) 294-1471
Holiday Inn Dayton Mall	31 Prestige Plaza. Miamisburg, OH	(937) 434-8030
Holiday Inn Englewood	10 Rockridge Road, Englewood, OH 45322	(937) 832-1234
Holiday Inn Express	15 Shar Dr, Springboro, OH	(937) 746-0151
Holiday Inn Express Huber Heights	5612 Merily Way. Huber Heights, OH	(937) 235-2000
Holiday Inn Express Dayton	5655 Wilmington Pike. Dayton, OH	(937) 424-5757
Holiday Inn Fairborn	2800 Presidential Dr. Fairborn OH	(937) 426-7800
Homewood Suites	2750 Presidential Dr. Fairborn OH	(937) 429-0600
Hope Hotel	Bldg 832 Area A, WPAFB, OH <i>(On Base)</i>	(937) 257-1285
Quality Inn	250 Byers Rd. Miamisburg, OH	(937) 865-0077
Ramada Inn Dayton Mall	3555 Miamisburg-Centerville Rel Miamisburg, OH	(937) 847-8422
Ramada Limited	2540 University Dr. Fairborn, OH	(937) 490-2000
Ramada Plaza	2301 Wagoner Ford Rd. Dayton, OH	(937) 278-4871
Red Roof Inn	2580 Col Glen Hwy. Fairborn, OH	(937) 426-6116
Residence In	2779 Fairfield Commons Blvd. Beavercreek, OH	(937) 427-3914
Rodeway Inn	4079 Little York Rd, Dayton, Oh	(937) 890-9500
Studio Plus	3131 Presidential Dr. Fairborn, OH	(937) 429-0140
Suburban Extended Stay	3845 Germany Lane. Fairborn, OH	(937) 426-5999

27. Additional Remarks:

INSTRUCTION FOR COMPLETION OF CAP FORM 17

NOTE: Use of this form is optional at the discretion of the activity director (see CAPR 50-17, para 2-7b2).

See CAPR 50-17, *CAP Senior Member Professional Development Program*, for additional information and instructions.

1. APPLYING FOR ACTIVITIES:

a. For region level activities, unit commander verifies the information, makes recommendation, signs the application, retains a copy, and forwards the original to wing headquarters. Wing commander verifies application, makes recommendation, signs the application, retains a copy, and forwards the original to region headquarters for final approval by region commander.

b. For selected national level activities, unit commander verifies the information, makes recommendation, signs the application, retains a copy, and forwards the original to wing headquarters. Wing commander verifies application, makes recommendation, signs the application, retains a copy, and forwards the original to region headquarters for action (if applicable). Region commander makes recommendation, assigns selection number, signs the application, retains a copy, and forwards original to NHQ CAP/PD.

2. COMPLETING THE FORM:

Blocks 1-11, 13-15, 19-20 are self explanatory.

Block 12. Enter the month and year of Level I completion. (Example: Feb 92)

Block 16. List each specialty and the highest rating completed in that specialty. (Example: Enter 213-2 for Emergency Services Officer - Senior Level, or enter 201-1 for Public Affairs - Technician Level.)

Block 17. List names and dates of training activities such as SAR exercises, SLS, AFIADL Course-13, RSC, ACSC, AWC, etc. Use Additional Remarks section above or add additional sheet if necessary.

Block 18. List training awards only along with completion dates. (Example: Garber Award Aug 90.)

Block 21. List physical handicaps or ailments for which the applicant will be taking medication during the activity or which might affect the applicant's level of participation in activities. Provide a list of medication taken regularly. Use Additional Remarks section or add additional sheet if necessary.

Block 24. For Unit Commander.

Remarks are intended for consideration by the wing commander. Use Additional Remarks section or add additional sheet if necessary.

Block 25. For Wing Commander.

For National Staff College (NSC), wing commander approves for personnel assigned within their wing, then forwards to NHQ CAP/ETP. Use Additional Remarks section or add additional sheet if necessary.

Block 26. For Region Commander.

For National Staff College (NSC), this block is completed by region commander only for those members currently serving on the region staff, and then forwarded to NHQ CAP/PD. Remarks are intended for consideration by National Headquarters. Use Additional Remarks section or add additional sheet if necessary.