



## OFFICE OF THE ASSISTANT SECRETARY OF DEFENSE

3500 DEFENSE PENTAGON  
WASHINGTON, DC 20301-3500

2/2/22

SUSTAINMENT

MEMORANDUM FOR: SEE DISTRIBUTION

SUBJECT: Office of the Secretary of Defense Sustainment Fellowship Program

This memorandum solicits nominations for the Office of the Secretary of Defense (OSD) 2022-2023 Sustainment Fellowship Program, beginning in July 2022. The program is designed to enhance career development of mid-level military O-4/O-5 and civilian GS-13/GS-14 transportation, supply, maintenance, life-cycle logistics, environmental, energy, acquisition, facility planning, construction, and engineering professionals who have demonstrated significant potential for advancement and greater responsibility in their career field.

This is a year-long, on-site, hands-on leadership and management development program. Throughout the program, OSD Sustainment Fellows will be integrated into one of the Deputy Assistant Secretary of Defense (DASD) offices within the Assistant Secretary of Defense for Sustainment (ASD(S)) portfolio.

- DASD offices within ASD(S) include: Materiel Readiness (MR), Product Support (PS), Logistics (Log), Environment and Energy Resilience (E&ER), Real Property (RP), Construction (Con), and Housing (H).
- These offices span very diverse sets of responsibilities including transportation, supply, maintenance, life-cycle logistics, operational contract support, installation energy and energy sources, environmental practices, real property management and policy, transportation policy, vendor vetting, supply chain risk management, legislative strategy, strategic communication, and acquisition program management.

This assignment will provide participants with hands-on OSD-level experience and an opportunity to observe the nature and scope of actions taken by offices of the Secretary of Defense in formulating sustainment policies. Participants will interact with high-level Department of Defense (DoD) and Service sustainment officials, other government agencies, and industry/associations. **Nominations for the Fellowship are due by March 18, 2022. Selection announcement will follow in mid-April 2022.**

While in the program, participants will remain assigned to their parent organizations. All program-related expenses are covered by the parent organization to which the applicant is assigned at the time of nomination. Funding expenses include salary, course registration fees, travel expense, per diem, transportation, and living expenses for individuals selected from outside the National Capital Region.

Please submit nomination packages to Mr. John T. Rausch, via encrypted email, at [john.t.rausch.civ@mail.mil](mailto:john.t.rausch.civ@mail.mil). Include the following in your package for each nominee:

1. Resume (five-page maximum, including references)
2. Three most recent performance appraisals or military performance reports
3. Signed copy of training agreement (template attached)
4. Letter of endorsement by the nomination Service or Agency GO/FO/SES
5. One-page personal statement justifying favorable consideration for the program
6. One-page biography

The following points of contact are available to answer questions about their respective areas:

<b>NAME</b>	<b>PHONE</b>	<b>EMAIL</b>	<b>OFFICE</b>
Mr. John Rausch	703-614-2780	john.t.rausch.civ@mail.mil	ODASD(Log)
Ms. Alyssa Alfrejd	703-693-5716	alyssa.r.alfrejd.civ@mail.mil	ODASD(PS)
Mr. Mike Hynes	703-697-1903	michael.p.hynes.civ@mail.mil	ODASD(MR)
Mr. Oliver Fritz	571-256-0796	oliver.h.fritz.civ@mail.mil	ODASD(E&ER)
Col Tammie Harris	703-693-6170	tammie.l.harris.mil@mail.mil	ODASD(RP)
Ms. Carolyn Liebeck	703-732-7670	carolyn.t.liebeck.civ@mail.mil	ODASD(H)
Mr. Seth Cutler	703-571-9062	seth.w.cutler.civ@mail.mil	ODASD(Con)

The OSD Sustainment Fellowship Program provides significant departmental and interagency experience that benefits the participants and the overall logistics and engineer community.

I request the widest possible dissemination throughout the logistics, supply, transportation, maintenance, environmental, energy, acquisition, facility planning, construction, and engineering communities with vetting and endorsement at the first GO/FO/SES approval level. I encourage your support of this program to further develop our future sustainment leaders.

MORANI.STEVE  
N.J.1174632444

Digitally signed by  
MORANI STEVEN J.1174632444  
Date: 2022.02.02 19:07:01 -05'00'

Steven J. Morani  
Principal Deputy Assistant Secretary of Defense  
for Sustainment (Logistics)  
Acting Assistant Secretary of Defense for  
Sustainment

Attachment:  
As stated

DISTRIBUTION:

DEPUTY CHIEF OF STAFF FOR LOGISTICS (G-4), U.S. ARMY  
DEPUTY CHIEF OF NAVAL OPERATIONS FOR FLEET READINESS AND LOGISTICS  
(N4), U.S. NAVY  
DEPUTY CHIEF OF STAFF FOR LOGISTICS, ENGINEERING AND FORCE  
PROTECTION (A4), U.S. AIR FORCE  
DEPUTY COMMANDANT, INSTALLATIONS AND LOGISTICS, U.S. MARINE CORPS  
CHIEF, NATIONAL GUARD BUREAU  
COMMANDER, U.S. TRANSPORTATION COMMAND  
COMMANDER, ARMY RESERVE COMMAND  
COMMANDER, NAVY RESERVE FORCE  
COMMANDER, MARINE CORPS FORCE RESERVE  
ASSISTANT COMMANDANT FOR ENGINEERING AND LOGISTICS, U.S. COAST  
GUARD  
DIRECTOR, DEFENSE LOGISTICS AGENCY  
ASSISTANT SECRETARY OF THE ARMY (INSTALLATIONS, ENERGY AND  
ENVIRONMENT)  
ASSISTANT SECRETARY OF THE ARMY (CIVIL WORKS)  
ASSISTANT SECRETARY OF THE NAVY (ENERGY, INSTALLATIONS AND  
ENVIRONMENT)  
ASSISTANT SECRETARY OF THE AIR FORCE (INSTALLATIONS, ENVIRONMENT  
AND ENERGY)

cc:

DIRECTOR, WASHINGTON HEADQUARTERS SERVICE  
DIRECTOR FOR LOGISTICS (J-4), JOINT STAFF  
COMMANDER, ARMY MATERIEL COMMAND  
COMMANDER, NAVAL SUPPLY SYSTEMS COMMAND  
COMMANDER, AIR FORCE MATERIEL COMMAND  
COMMANDER, UNITED STATES ARMY CORPS OF ENGINEERS  
COMMANDER, NAVAL FACILITIES ENGINEERING SYSTEMS COMMAND  
DEPUTY ASSISTANT SECRETARY OF THE ARMY (ACQUISITION POLICY AND  
LOGISTICS)  
DEPUTY ASSISTANT SECRETARY OF THE NAVY (EXPEDITIONARY PROGRAMS  
AND LOGISTICS)  
DEPUTY ASSISTANT SECRETARY OF THE AIR FORCE (LOGISTICS AND PRODUCT  
SUPPORT)  
COMMANDER, MARINE CORPS LOGISTICS COMMAND  
COMMANDER, MARINE CORPS SYSTEMS COMMAND  
DIRECTOR, DEFENSE CONTRACT MANAGEMENT AGENCY  
PRESIDENT, DEFENSE ACQUISITION UNIVERSITY  
PRESIDENT, NATIONAL DEFENSE UNIVERSITY  
ARMY ASSISTANT CHIEF OF STAFF, INSTALLATION MANAGEMENT  
DIRECTOR, FACILITIES AND LOGISTICS, U.S. ARMY INSTALLATION  
MANAGEMENT COMMAND (G4)

CHIEF, INSTALLATIONS DIVISION, ARMY NATIONAL GUARD BUREAU  
DIRECTOR, SHORE READINESS DIVISION (N46)  
COMMANDER, NAVAL INSTALLATIONS COMMAND  
DIRECTOR, FACILITIES SERVICES DIVISION, WASHINGTON HEADQUARTERS  
SERVICE  
DIRECTOR, DEFENSE ADVANCED RESEARCH PROJECTS AGENCY  
CHIEF FINANCIAL EXECUTIVE, DEFENSE COMMISSARY AGENCY  
DIRECTOR, DEFENSE CONTRACT AUDIT AGENCY  
DIRECTOR, DEFENSE FINANCE AND ACCOUNTING SERVICE  
DIRECTOR, DEFENSE INFORMATION SYSTEMS AGENCY  
CHIEF OF STAFF, DEFENSE THREAT REDUCTION AGENCY  
CHIEF, FACILITIES BRANCH, DOD EDUCATION ACTIVITY  
DIRECTOR, ACCOUNTING DIRECTORATE, MISSILE DEFENSE AGENCY  
DIRECTOR, FACILITIES DIVISION, DEFENSE HEALTH AGENCY

**TRAINING AGREEMENT  
OSD LOGISTICS FELLOWSHIP PROGRAM**

**TRAINEE'S NAME:**

**TRAINING ASSIGNMENT (Circle Preference):** Life Cycle Logistician, Logistics Specialist, Logistics Management Specialist, Logistics Readiness Officer, Equipment Specialist, Civil Engineer, Environmental Protection Specialist, Program Analyst, General Engineer, Safety Engineer, Mechanical Engineer, Architect, Electrical Engineer, Industrial Engineer, Facility Operations Specialist, Facilities Management Specialist, Facility Planner, Construction Manager, Legislative Strategy Specialist, Strategic Communication Specialist,

Office of the Assistant Secretary of Defense  
(Sustainment)  
Washington, D.C. 20301-3500

**I. GENERAL OBJECTIVES:**

- 1) The purpose of the Office of the Secretary of Defense (OSD) Sustainment Fellowship Program is to:
  - a) Enhance career development of mid-level management personnel engaged in Sustainment activities to include sub-areas of Logistics, Material Readiness, Product Support, Environment & Energy Resilience, Real Property, Housing, and Construction. Provide an opportunity for OSD-level experience to enable more effective sustainment managers and improve warfighter support.
  - b) Provide a cross training opportunity through the interagency work experience.
- 2) The Fellowship includes placement in ASD(Sustainment) under one of the following Office of the Deputy Assistant Secretary of Defense (DASD) portfolios: Materiel Readiness, Product Support, Logistics, Environment & Energy Resilience, Real Property, Housing, and Construction. This assignment will provide participants with hands-on OSD-level experience and an opportunity to observe the nature and scope of actions taken by OSD in formulating Sustainment policies. Participants will interact with high-level Department of Defense (DoD) and Service Sustainment officials, other government agencies, and industry/associations.

**II. TRAVEL AND TRAINING OPPORTUNITIES:**

All trips and training are coordinated and approved by OSD and funded by the participant's parent organization to which the applicant was assigned upon nomination. Travel and training opportunities will include trips to U.S. government and private sector logistics organizations and academic institutions. The estimated cost of travel and training will not exceed \$10,000 per individual for the year.

**III. OFFICIALS RESPONSIBLE FOR PROGRAM:**

OSD Sustainment Fellowship Program Manager, Deputy Assistant Secretary of Defense for Logistics, Ms. Leigh Method.

**IV. FLEXIBILITY PROVISIONS:**

When evaluation of a Fellow’s progress indicates it is necessary, the training/program may be modified.

**V. EVALUATION OF PROGRESS:**

At the conclusion of the Fellows Program, the DASD where the Fellow was assigned will review and evaluate the Fellow’s progress and forward a memorandum to the Fellow's parent organization, which remains responsible for formal feedback/performance assessment.

CONCUR:

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TRAINEE NAME

SIGNATURE/ DATE

APPROVED:

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SUPERVISOR NAME

SIGNATURE/ DATE

ENDORSED:

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Service or Agency 4

SIGNATURE/ DATE

Expectations:

1. Participate in all scheduled events (training and academic, orientation visits, executive level engagements, industry trips, and assignments)
2. Continuous feedback and engagement with home station
3. Readiness to take on new challenges, expand knowledge base and grow through leadership training feedback.
4. Flexibility in work schedule and leave/absence requests. Fellows are required to comply with the “core hours” of the office in which they are assigned. Leave is allowed, but it’s requested that use or lose leave be taken before the program starts.