



Annual Solicitation for Emergency Management Conferences

Purpose: CG attendance to emergency management conferences enhances incident and emergency management professional development and awareness of response trends and lessons learned that members can apply to CG missions and contingency response. The USCG Auxiliary is frequently offered slots to attend these functions. The intent is to establish a list of members who wish to be sponsored by the USCG to attend various conferences throughout the year and make recommendations.

History: The primary conference on an annual basis is the International Association of Emergency Managers (IAEM). It is normally held in the beginning of November. The mission of IAEM is to advance the emergency management profession by promoting its principles and to serve its members by providing information, networking, and professional development opportunities. This multi-day training and educational event provides many benefits to emergency management professionals in all levels of government, private sector, and non-government agencies alike.

Selection: Each District will establish criteria for selection and distribute that to their membership. Each member wishing to be considered must submit their application form (see attached) to their District Staff Officer for Emergency Management (DSO-EM) between January 1 and June 1 of each year or as directed by their District. The DSO-EM will confirm information on the submittal. The District, based on their selection criteria, will select one(1) candidate and obtain approval of the member with their District Commodore (DCO) and their Director of Auxiliary (DIRAUX). The DSO-EM will forward the application of their selection with a recommendation to the Director of Emergency Management and Disaster Response (DIR-Q) NLT July 1 of each year.

Application does not guarantee selection: The Q-Directorate will review all applications from the Districts and make final selection of the candidate(s) to represent the Auxiliary. The Coast Guard Office of Emergency Management (CG-OEM) will manage the overall assignment of conference attendance quotas and will provide travel funds for any IAEM award winner(s). Precedence will be given to any member who is currently pursuing their Coast Guard Emergency Management Credential (CG-EMC) and/or will be receiving a certification, such as the Associate Emergency Manager (AEM)/Certified Emergency Manager (CEM), during the conference. These criteria should be part of the decision process by the Districts.

However, this is not the only conference that may be available. Applications on file at the time another conference becomes available will be considered for those conferences.

Application to Attend Emergency Management Conferences

Date Submitted: _____ **For Year:** _____

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Member Number: _____

Flotilla: _____ District: _____

Auxiliary EM Staff Position(s): _____

DSO-EM Name: _____

DSO-EM TEL: _____ EMAIL: _____

Are you currently certified as: AEM Y/N CEM Y/N CGEMC Y/N

Are you currently working towards your: AEM Y/N CEM Y/N CGEMC Y/N

Are you a member of the IAEM? Y/N Member #: _____

Are you a member of another EM Association? Y/N. Which? _____

Attach a separate sheet which explains why you wish to attend, why you feel you should be selected, and how you plan to use the experience to further yourself and the Auxiliary EM Program.

NOTICE: As with all conferences and government travel, some expenses are frequently not covered. By applying, the member acknowledges that they may have to pay for some or all expenses in advance and wait for repayment. Repayment may not cover all expenses. A specific notice concerning each conference, what will and will not be covered, will be made available before final selection and acceptance by the member. Applications are competitive and submission does not guarantee selection. Expenses incurred prior to official notification of selection will not be reimbursed.

Submit to your DSO-EM NLT June1. MUST BE RESUBMITTED EACH YEAR. APPLICATIONS WILL BE USED FOR CONFERENCE SELECTION FOR THE FOLLOWING FY FROM OCTOBER 1 UNTIL SEPTEMBER 30 EACH YEAR.

FOR ANY QUESTIONS, CONTACT YOUR DSO-EM.