

**CERTIFICATION STANDARDS & CORE PLUS DEVELOPMENT GUIDE
BUSINESS – FINANCIAL MANAGEMENT LEVEL I**

Type of Assignment	Representative Activities
Budget/Program FM Analyst	<ul style="list-style-type: none"> ● Applies basic concepts of budget and program principles, policies, procedures, concepts, standards, terminology, and a general knowledge of the financial management and business operation systems ● Possesses a basic knowledge of acquisition; recognizes the life-cycle process of an acquisition program ● Review, allocate, or manage acquisition resources and programs
EVM Analyst	Relates earned value management to acquisition and financial management associated processes, identifies DoD and DFARS earned value contractual requirements, calculates simple EVM metrics from EVM data

Core Certification Standards (required for DAWIA certification)

Acquisition Training	ACQ 101 Fundamentals of Systems Acquisition Management
Functional Training	<ul style="list-style-type: none"> ● BCF 103 Fundamentals of Business Financial Management ● BCF 106 Fundamentals of Cost Analysis ● EVM 101 Fundamentals of Earned Value Management
Education	Formal education not required for certification
Experience	2 years of acquisition experience in Budgeting, Financial and/or Earned Value Management

Core Plus Development Guide (desired training, education, and experience)	Type of Assignment	
	Bgt/Prg FM Analyst	EVM Analyst
Training		
BCF 131 Applied Cost Analysis (R)	✓	✓
CLB 014 Acquisition Reporting Concepts and Policy Requirements	✓	✓
CLC 008 Indirect Costs	✓	
CLC 024 Basic Math Tutorial	✓	✓
CLC 102 Administration of Other Transactions	✓	✓
CLM 016 Cost Estimating	✓	✓
CLM 021 Introduction to Reducing Total Ownership Costs (R-TOC)	✓	✓
CLM 032 Evolutionary Acquisition	✓	✓
CLV 017 Performance Measurement Baseline	✓	✓
CLV 018 Earned Value and Financial Management Reports	✓	✓
CLV 019 Estimate at Completion	✓	✓
CLV 020 Baseline Maintenance	✓	✓
Education		
Associate in Applied Science (A.A.S.) or equivalent in business or a business-related field		
Experience		
2 years of acquisition experience in Budgeting, Financial and/or Earned Value Management in support of an acquisition program		

Notes:

1 The Core Certification Standards section lists the training and/or education and experience REQUIRED for certification at this level for this career field within 24 months of assignment.

2 "(R)" following a course title indicates the course is delivered as resident-based instruction.

3 When preparing your IDP, you and your supervisor should consider the training, education, and experience listed in this Core Plus Development Guide if not already completed.