AFROTC
FY23 Gathering of Eagles
Execution Plan

OPR: AFROTC/DOT
AFROTC.DOT.SharedCalendar@us.af.mil
334-953-6958

CAO: 10 Feb 23

Releasable to Cadets
Please help us improve this program by completing the Survey at the link below!

Cadet, Escort Cadre, Detachment Cadre, and Region Staff feedback are welcome.

https://forms.office.com/r/Mx68K4WUn3
CHAPTER 1 – PROGRAM DESCRIPTION

1.1. Air Command and Staff College (ACSC) has extended an invitation for 12 cadets to attend this year’s Gathering of Eagles (GOE) Shadows program. GOE is an annual educational event geared to allow the ACSC student body to learn from and honor men and women (Eagles) who have made significant contributions to air, space, and cyberspace. The mission of GOE is to Honor Heritage, Serve Community, and Forge Futures. For over 40 years, Eagles have shared their stories with ACSC in an effort to inspire today’s military leaders to achieve greatness in support of their country.

1.2. The event is planned and administered by Air Command and Staff College (ACSC) students. ROTC cadets selected to attend will be aligned with an officer to assist/observe them in setting up and executing the week’s events. They will also attend many events as guests to include the opening ceremony and Eagle presentations. GOE will be held at Air University, Maxwell AFB, Montgomery, Alabama.

1.3. For more information on GOE, including list of Eagles and schedules, visit the GOE Foundation website at http://goefoundation.org.

1.4. The UOD for cadets is a GOE polo shirt (provided by ACSC) and khaki pants/black dress slacks (Recommend at least 2 pairs).

1.5. PDT dates are 21 May – 24 May 2023. Travel days are 20 and 25 May. There is availability for 12 cadets to participate in this program.

CHAPTER 2 – PROGRAM RESPONSIBILITIES

2.1. The following information is used to administer the GOE program:

2.1.1. ACSC/GOE

2.1.1.1. Maintains program oversight and administration.

2.1.1.2. Provides funding for applicable cadet meals noted on Attachment 3.

2.1.1.3. Provides transportation from/to MGM airport and during training.

2.1.2. HQ AFROTC

2.1.2.1. Announces training opportunity via ARMS and posts the GOE Execution Plan on the ROTC - Reserve Officer Training Corps > DOT – Cadet Training Teams page.

2.1.2.2. Provides funding for 12 AFROTC cadets participating the GOE Program: transportation, lodging and applicable meals at the DFAC which are not covered by ACSC/GOE per Attachment 3.
2.1.2.3. Provides funding for escort cadre supporting the GOE program: transportation, lodging (as required) and 3 meals per day during training at the DFAC or ACSC GOE functions as applicable.

2.1.3. Region CC

2.1.3.1. Selects the allocated number of cadets from detachment nominations to participate in the GOE Shadows Program and completes roster on Teams by 2 Apr 23.

2.1.3.2. Manages Region allocations and aids allocation swaps between Regions as needed (notify AFROTC/DOTP via email at afrotc.dot.sharedcalendar@us.af.mil number of cadet slots relinquished/gained).

2.1.4. Detachment CC

2.1.4.1. Notifies cadets of the program opportunity and requirements for eligibility.

2.1.4.2. Verifies cadet eligibility; nominates cadets IAW this Execution Plan and Region guidance.

2.1.4.3. After nominated cadets are confirmed by HQ AFROTC, complete cadet’s travel reservation in DTS. Immediately inform HQ AFROTC (via the Region) if a primary or alternate cadet is no longer able to participate.

2.1.4.4. Ensures cadets complete a Cadet PDT Survey (link on page 2).

2.1.5. Escort Cadre

2.1.5.1. Provides administration/oversight of cadets attending the conference IAW the AFROTC PDT Guide posted on Teams > Reserve Officer Training Corps > DOT-Cadet Training > Files > 000 PDT Guide and Attachments.

2.1.5.2. Establishes contact with HQ AFROTC/DOT (Capt Raymond Smith / raymond.smith.35@us.af.mil / (334) 953-6958) and the ACSC POC (Maj Sarah Spies / sarah.spies@au.af.edu) for event coordination and execution.

2.1.5.3. Makes contact with all HQ Sponsored cadets NLT 3 weeks prior to travel. Provide your contact information and collect travel itinerary information from all cadets.

2.1.5.4. Complete lodging reservation for cadets at Maxwell AFB and coordinates base entry for POV cadets with the MAFB Visitor Center NLT 14 days prior to arrival.

2.1.5.5. Assists with transportation logistics for AFROTC cadets during PDT and from/to Montgomery Regional Airport (MGM) as required.

2.1.5.6. Completes the online Escort Cadre Survey and ensures cadets complete a Cadet PDT survey (link on page 2).
CHAPTER 3 – AFROTC CADET ELIGIBILITY

3.1. The cadet MUST meet the following requirements to be eligible for GOE. Regions may add additional requirements for their cadets:

3.1.1. AS300 or 5-year AS400 (not graduating until at least Dec 23). (ACSC requirement)

CHAPTER 4 – NOMINATION PROCESS

4.1. AFROTC regions and detachments must follow the steps below to nominate and select cadets to participate in GOE. All nominations are due to DOT via Teams by 2 Apr 23.

4.1.2. Region CC

4.1.2.1. Enters selected cadets and alternates on TEAMS at ROTC – Reserve Officer Training Corps > DOT – Cadet Training > Files > 002. HQ Sponsored PDTs > GOE (Gathering of Eagles) > GOE Roster.xlsx

4.1.2.2. Allocations are as followed:

<table>
<thead>
<tr>
<th></th>
<th>NWR</th>
<th>NER</th>
<th>SER</th>
<th>SWR</th>
</tr>
</thead>
<tbody>
<tr>
<td>Primary Cadet</td>
<td>2</td>
<td>2</td>
<td>4</td>
<td>4</td>
</tr>
<tr>
<td>Alternate Cadet</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>Cadre Escorts</td>
<td>1 Pri (and 1 Alt) determined by Region consensus</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Note: Per the JTR and AUI 65-102, we are unable to provide lodging and per diem for cadre with residence in the Montgomery, AL Metropolitan area (Autauga, Elmore, Lowndes, and Montgomery counties).

4.1.1. Detachment CC

4.1.1.1. Provides nominated cadet’s information to the Region per their guidance.

CHAPTER 5 – TRAVEL PLANNING AND CERTIFIED ORDERS CREATION

5.1. Upon notification from your Region (DOT will directly email Region CD and DO) that your cadet has been selected to participate in GOE, detachments will complete the following steps to begin travel planning and certified order production.

5.1.1. Notify cadet of their selection and have them complete the following required documents posted on Teams DOT – Cadet Training > Files > 000 PDT Guide and Attachments. (Do not send to DOT)

5.1.1.1. AFROTC Form 6, Professional Development Training (PDT) Unit Processing Checklist
5.1.1.2. AFROTC Form 5, Cadet PDT Assignment Briefing Checklist

5.1.2. Complete cadet’s travel reservation and certified orders in DTS NLT 20 Apr 23 in accordance with the most current Cadet Travel Order Execution Plan located on Teams at Reserve Officer Training Corps > Travel (Cadet DTS-Cadre GTC) > Files > Guidance and Regulations. For DTS authorizations use the following information:

**Travel Dates:** 20 and 25 May 2023

**TDY Location:** Maxwell Air Force Base, AL

*Do NOT Select Montgomery, AL – this is incorrect and affects per diem rates*

**Type:** Temporary Duty Travel (Routine)

**Purpose:** Training

**Description:** 2023 GOE PDT

**Conference:** Not Attending a Conference

**Cadet LOA:** 23 PDT

**Cadet Routing List:** PDT

**Cadre LOA:** 23 ROTC/PDT

**Cadre Routing List:** ROTC/DO

**NOTE:** Cadets must use their official personal address in WINGS or detachment addresses for travel and must return to the location from which they departed. Exceptions made for extreme circumstances only or in regard to follow-on TDYs for HQ AFROTC training. HQ AFROTC will pay for flights originating from PODs located overseas only if the personal address or detachment is located in Alaska, Hawaii, or US territories (Puerto Rico, Guam, Virgin Islands, or America Samoa).

5.1.3. Cadets requiring air transportation are required to fly to/from the Montgomery Regional (MGM) Airport and must arrive NLT 1300 CDT on 20 May to participate in the Air University Orientation Tour conducted by ACSC. Cadets who are driving POVs must arrive to Maxwell AFB via the Maxwell Boulevard Gate NLT 1400 CDT (the cadre escort will establish a meeting location). Cadets may depart MGM NET 0900 CDT on 25 May.

**NOTE:** POV cadets must present ID, TDY orders, valid driver’s license, current vehicle registration, and car insurance upon arrival at the Maxwell Boulevard Gate.

5.1.4. Do **NOT** book cadet lodging through DTS. This will be coordinated by the cadre escort and HQ AFROTC DOT. The Cadre Escorts will book their own lodging through DTS.
5.1.5. Ground transportation to/from the airport and around Maxwell AFB will be coordinated by escort cadre and ACSC GOE POC.

5.1.7. Provide each cadet a copy of their travel orders, itinerary, and the Cadet Travel Print-Off (Attachment 5 of the Cadet Travel Order Execution Plan) before departing for the PDT.

5.1.8. Travel vouchers must be submitted in DTS for all travelers within business 5 days of return from PDT IAW DTS Cadet Travel Order and Planning Quick Reference Guide.

CHAPTER 6 – SUMMARY OF DATES AND SUSPENSES

- **2 Apr 23** – Regions complete nomination roster on Teams
- **20 Apr 23** – All Travel Authorizations completed in DTS
- **20 May 23** – Travel to Maxwell AFB
- **25 May 23** – Return from Maxwell AFB
- **3 Jun 23** – Travel Vouchers submitted in DTS
## ATTACHMENT 2 – GOE CAPSTONE SCHEDULE

### CAPSTONE WEEK
May 21-24, 2023

<table>
<thead>
<tr>
<th>SUNDAY</th>
<th>MONDAY</th>
<th>TUESDAY</th>
<th>WEDNESDAY</th>
<th>THURSDAY</th>
</tr>
</thead>
<tbody>
<tr>
<td>Eagles Arrive</td>
<td>Breakfast (0645-0715)</td>
<td>Breakfast (0645-0730)</td>
<td>AFA Breakfast</td>
<td>ACSC GRADUATION</td>
</tr>
<tr>
<td>Litho Signing</td>
<td>Prep/Travel</td>
<td>Prep/Travel</td>
<td>Location: RSA Activity Center</td>
<td>Eagles Depart</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>0900-1100</td>
<td></td>
</tr>
<tr>
<td></td>
<td>First Speaker</td>
<td>First Speaker</td>
<td>1245-1400</td>
<td></td>
</tr>
<tr>
<td></td>
<td>0745-0900</td>
<td>0745-0900</td>
<td>1300-1415</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Second Speaker</td>
<td>Second Speaker</td>
<td>1415-1530</td>
<td></td>
</tr>
<tr>
<td></td>
<td>0915-1030</td>
<td>0915-1030</td>
<td>1430-1545</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Prep/Travel</td>
<td>Prep/Travel</td>
<td>ACSC Autographs</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>1530-1630</td>
<td></td>
</tr>
<tr>
<td></td>
<td>ACSC Autographs</td>
<td>ACSC Autographs</td>
<td>1545-1630</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Prep/Travel</td>
<td>Prep/Travel</td>
<td>Graduation Ball</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Location TDB</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Commaudants Welcome Dinner</td>
<td>Prattville Legends Dinner</td>
<td>Location Marriot</td>
<td>1730 - 2100</td>
</tr>
<tr>
<td></td>
<td>Location TDB 1800 - 2100</td>
<td>Location: Marriott 1730 - 2100</td>
<td>AL Power Gala Location TDB</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>1730 - 2100</td>
<td></td>
</tr>
</tbody>
</table>
ATTACHMENT 3 – GOE CAPSTONE EVENT OBJECTIVES

CAPSTONE Event Objectives

1. Commandant’s Welcome Reception
   • Event Objective: Provide time for Eagles, Eaglets, and Shadows to socialize and coordinate CAPSTONE execution.
   • Audience: Eagles, Eaglets, Shadows, Advisors, ACSC Leadership.

2. GOEF Luncheon
   • Event Objective: Honor Eagles and recognize GOEF ROTC Scholarship winners.
   • Audience: Eagles, Eaglets, Shadows, Advisors, AU Leadership, ACSC Leadership, 42 ABW Leadership.

3. Prattville Legends Dinner
   • Event Objective: Dinner to honor Eagles, fundraise for GOEF, and build community relationships.
   • Audience: Eagles, Eaglets, Shadows, Advisors, AU Leadership, ACSC Leadership, 42 ABW Leadership, Prattville Civilian Leadership.

4. ACSC Student Body Luncheon
   • Event Objective: Provide the ACSC Student Body with an opportunity to interact with Eagles.
   • Audience: Eagles, Eaglets, Shadows, Advisors, ACSC Leadership, ACSC Student Body.

5. Alabama Power Gala (No AFROTC Cadet Attendance)
   • Event Objective: Dinner to honor Eagles, fundraise, increase community awareness of GOEF, and build community relationships.
   • Audience: Eagles, Eaglets, Advisors, AU Leadership, ACSC Leadership, 42 ABW Leadership, State and City Civilian Leadership.

6. AFA Luncheon (No AFROTC Cadet Attendance)
   • Event Objective: Luncheon to honor Eagles and build community relationships.
   • Audience: Eagles, Eaglets, ACSC Leadership.

*AFROTC Cadets are the “Shadows” audience