CERTIFIED ACCREDITATION PROFESSIONAL

CERTIFICATION

APPLICATION

Candidates should refer to the application instructions available on the FLA-PAC website when calculating points and completing the application.

To be considered for certification:

* Mandatory requirements must be met and are described throughout the application.
* No points are awarded for meeting mandatory requirements.
* Candidates MUST be active, which means recent activity in assignment, assessments and training, and attendance at conferences and business meetings.
* The candidate’s agency MUST be a current active member, or the applicant MUST be a retiree member of the FLA-PAC.
* Candidates must tally the points they are requesting in the “Total Points” column where indicated *(please use the CAP Point Calculator).* Verification of point totals will be made by the CAP Committee.
* For points to be awarded based on committee membership, written verification must be received from the committee chair stating the candidate was an active and contributing member.
* For points to be awarded based on being a committee chair, written verification must be received from the FLA-PAC President stating the candidate was an active and contributing member.
* **Proof of completion** is required to receive points, ie: Thank you letter; Assessment Reports; Team Leader verification, etc.
	+ - *Please submitted the Word format application (Do Not Submit as a PDF or other file type)*
		- *Please submit documents in the same order as each topic area and highlight only the pertinent information.*
		- *Deadline for submitting application is six (6) weeks prior to the next scheduled conference.*
		- *Check the FLA-PAC website for dates.*
		- **MINIMUM POINTS REQUIRED TO EARN CERTIFICATION = 650**

Click in the box to fill in the requested information. Some boxes are “drop down” – simply select the correct response.

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| **PERSONAL INFORMATION** |

Name:

Click or tap here to enter text. Click or tap here to enter text. Click or tap here to enter text.

First / MI / Last

Rank/Position/Title: Click or tap here to enter text.

Current/Former Employing Agency: Click or tap here to enter text.

Agency Address (Street): Click or tap here to enter text.

City: Click or tap here to enter text. State: Click or tap here to enter text. Zip Code: Click or tap here to enter text.

Work Phone: Click or tap here to enter text. Fax: Click or tap here to enter text.

Work Email: Click or tap here to enter text.

***Optional Information***:

Home Address (Street): Click or tap here to enter text.

City: Click or tap here to enter text. State: Click or tap here to enter text. Zip: Click or tap here to enter text.

Home Phone: Click or tap here to enter text.

Home/Personal Email: Click or tap here to enter text.

**Preference(s)** (If you need to be contacted):

Phone: [ ]  Work [ ]  Home Mailing: [ ]  Work [ ]  Home Email: [ ]  Work [ ]  Home

Name as you wish it to appear on certification credentials:

Click or tap here to enter text.

Current/Former agency is current member of FLA-PAC: [ ]  Yes [ ]  No

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| **ACCREDITED AGENCY INFORMATION** |
| ***Instructions for this section****:**1)**This section identifies the candidate’s employing agency while assigned to accreditation activities; and**2) This may or may not be the same agency listed in the preceding section.* |

Agency: Click or tap here to enter text.

CEO: Click or tap here to enter text. Title: Click or tap here to enter text.

Address (Street): Click or tap here to enter text.

City: Click or tap here to enter text. State: Click or tap here to enter text. Zip: Click or tap here to enter text.

Agency Phone: Click or tap here to enter text.

Date of Accreditation/Re-Accreditation: Click or tap to enter a date. Type: Choose an item.

Candidate was assigned to Accreditation activities during Accreditation/Re-Accreditation: [ ]  Yes [ ]  No

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| **MANDATORY REQUIREMENTS** |
| ***Instructions for this section:****1) Attendance of one (1) FLA-PAC conference AND attendance at one (1) FLA-PAC business meeting per year during the preceding three (3) year period;**2) DO NOT list location of the conference – provide the month and year only; and**3) Candidates must be assigned to accreditation activities as a primary responsibility for a minimum of three years.* |

FLA-PAC Conference Attendance:

 Click or tap to enter a date. Click or tap to enter a date. Click or tap to enter a date.

FLA-PAC Business Meeting Attendance:

 Click or tap to enter a date. Click or tap to enter a date. Click or tap to enter a date.

Three Years Assigned to Accreditation:

 Agency: Click or tap here to enter text.

 From: Click or tap to enter a date. To: Click or tap to enter a date.

 Agency: Click or tap here to enter text.

 From: Click or tap to enter a date. To: Click or tap to enter a date.

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| **MANDATORY REQUIREMENTS (Continued)** |
| ***Instructions for this section:****The candidate must meet the following mandatory requirement to be considered an “Active Assessor”:**A total of four (4) assessments in a four (4) year period – preferably one (1) assessment each year.* |

**ACTIVE ASSESSOR**: *(Four (4) assessments during the certification period. This is a mandatory minimum requirement. No points are awarded for these assessments.)*

 Agency: Click or tap here to enter text. Date: Click or tap to enter a date. Type: Choose an item.

 Agency: Click or tap here to enter text. Date: Click or tap to enter a date. Type: Choose an item.

 Agency: Click or tap here to enter text. Date: Click or tap to enter a date. Type: Choose an item.

 Agency: Click or tap here to enter text. Date: Click or tap to enter a date. Type: Choose an item.

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| **ACCREDITATION EXPERIENCE** |
| ***Points – Minimum 100 / Maximum 300****Note the point values in each section* |

**FIVE YEARS TOTAL** (*Two years (2) in addition to the mandatory three years assigned to accreditation activities –*

*50 points*)

 Agency: Click or tap here to enter text.

 Date: From: Click or tap to enter a date. To: Click or tap to enter a date. Points: Choose an item.

**ADDITIONAL FIVE YEARS** (*Total of ten (10) years assigned to accreditation activities – 25 points*)

 Agency: Click or tap here to enter text.

 Date: From: Click or tap to enter a date. To: Click or tap to enter a date. Points: Choose an item.

**ADDITIONAL FIVE YEARS** (*Total of fifteen (15) years assigned to accreditation activities – 25 points*)

 Agency: Click or tap here to enter text.

 Date: From: Click or tap to enter a date. To: Click or tap to enter a date. Points: Choose an item.

**ADDITIONAL FIVE YEARS** (*Total of twenty (20) + years assigned to accreditation activities – 25 points*)

 Agency: Click or tap here to enter text.

 Date: From: Click or tap to enter a date. To: Click or tap to enter a date. Points: Choose an item.

**ADDITIONAL MOCK OR ONSITE ASSESSMENTS** (*Assessments beyond the mandatory minimum. These assessments*

 *are in addition to the mandatory listed elsewhere - 25 points awarded each assessment*)

 Agency: Click or tap here to enter text. Date: Click or tap to enter a date. Type: Choose an item.

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| [ ]  Assessor [ ]  Team Leader |  Points: Choose an item. |

 Agency: Click or tap here to enter text. Date: Click or tap to enter a date. Type: Choose an item.

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| [ ]  Assessor [ ]  Team Leader |  Points: Choose an item. |

 Agency: Click or tap here to enter text. Date: Click or tap to enter a date. Type: Choose an item.

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| [ ]  Assessor [ ]  Team Leader |  Points: Choose an item. |

 Agency: Click or tap here to enter text. Date: Click or tap to enter a date. Type: Choose an item.

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| [ ]  Assessor [ ]  Team Leader |  Points: Choose an item. |

 Agency: Click or tap here to enter text. Date: Click or tap to enter a date. Type: Choose an item.

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| [ ]  Assessor [ ]  Team Leader |  Points: Choose an item. |

 Agency: Click or tap here to enter text. Date: Click or tap to enter a date. Type: Choose an item.

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| [ ]  Assessor [ ]  Team Leader |  Points: Choose an item. |

 Agency: Click or tap here to enter text. Date: Click or tap to enter a date. Type: Choose an item.

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| [ ]  Assessor [ ]  Team Leader |  Points: Choose an item. |

 Agency: Click or tap here to enter text. Date: Click or tap to enter a date. Type: Choose an item.

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| [ ]  Assessor [ ]  Team Leader |  Points: Choose an item. |

 Agency: Click or tap here to enter text. Date: Click or tap to enter a date. Type: Choose an item.

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| [ ]  Assessor [ ]  Team Leader |  Points: Choose an item. |

 Agency: Click or tap here to enter text. Date: Click or tap to enter a date. Type: Choose an item.

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| [ ]  Assessor [ ]  Team Leader |  Points: Choose an item. |

 Agency: Click or tap here to enter text. Date: Click or tap to enter a date. Type: Choose an item.

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| [ ]  Assessor [ ]  Team Leader |  Points: Choose an item. |

**ADDITIONAL ASSESSMENTS CONT.**

 Agency: Click or tap here to enter text. Date: Click or tap to enter a date. Type: Choose an item.

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| [ ]  Assessor [ ]  Team Leader |  Points: Choose an item. |

 Agency: Click or tap here to enter text. Date: Click or tap to enter a date. Type: Choose an item.

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| [ ]  Assessor [ ]  Team Leader |  Points: Choose an item. |

[ ]  ***Additional Assessments on Addendum Sheet* (***Check if applicable***)**

**TECHNICAL ASSISTANCE VISITS:** (*Technical Visits/File Reviews – 15 points awarded each visit*)

 Agency: Click or tap here to enter text. Date: Click or tap to enter a date.

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|  Points: Choose an item. |

 Agency: Click or tap here to enter text. Date: Click or tap to enter a date.

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|  Points: Choose an item. |

 Agency: Click or tap here to enter text. Date: Click or tap to enter a date.

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|  Points: Choose an item. |

 Agency: Click or tap here to enter text. Date: Click or tap to enter a date.

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|  Points: Choose an item. |

 Agency: Click or tap here to enter text. Date: Click or tap to enter a date.

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|  Points: Choose an item. |

 Agency: Click or tap here to enter text. Date: Click or tap to enter a date.

|  |
| --- |
|  Points: Choose an item. |

[ ]  ***Additional Technical Visits on Addendum Sheet* (***Check if applicable***)**

**FAO ASSIGNED MENTORSHIP:** (*25 points awarded for each agency mentored*)

 Agency: Click or tap here to enter text. Date: Click or tap to enter a date.

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| Points: Choose an item. |

 Agency: Click or tap here to enter text. Date: Click or tap to enter a date.

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| Points: Choose an item. |

 Agency: Click or tap here to enter text. Date: Click or tap to enter a date.

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| Points: Choose an item. |

[ ]  ***Additional Mentorships on Addendum Sheet* (***Check if applicable***)**

|  |  |
| --- | --- |
| **Total Points Accreditation Experience Section**: | Click or tap here to enter text. |

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| **EDUCATION / TRAINING** |
| ***Points – Minimum 200 / Maximum 300****Only education/training received during the certification period (three years) may be listed unless otherwise noted.*  |

**Accreditation Manager Training:** Organization Presenting: Click or tap here to enter text.

|  |  |  |
| --- | --- | --- |
| (*25 points awarded regardless of date*) | Date: Click or tap to enter a date. | Points: Choose an item. |

**Re-Accreditation Workshop:** Organization Presenting: Click or tap here to enter text.

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| (*10 points awarded regardless of date*) | Date: Click or tap to enter a date. | Points: Choose an item. |

**Assessor Training:** Organization Presenting: Click or tap here to enter text.

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| (*25 points awarded regardless of date*) | Date: Click or tap to enter a date. | Points: Choose an item. |

**Team Leader Training:** Organization Presenting:Click or tap here to enter text.

|  |  |  |
| --- | --- | --- |
| (*25 points awarded regardless of date*) | Date: Click or tap to enter a date. | Points: Choose an item. |

**FLA-PAC Conference Training Classes** (*10 points each course – courses must be completed during certification period*)

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| --- | --- | --- |
| **Course Title** | **Date** | **Points** |
| Click or tap here to enter text. | Click or tap to enter a date. | Choose an item. |
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[ ]  ***Additional Training on Addendum Sheet* (***Check if applicable***)**

**Training Courses presented by Accrediting Organizations other than FLA-PAC** (*ACA / CALEA / CFA / FCAC / FL-TAC, etc.*) (*10 points each course – courses must be completed during certification period*)

|  |  |  |
| --- | --- | --- |
| **Course Title** | **Date** | **Points** |
| Click or tap here to enter text. | Click or tap to enter a date. | Choose an item. |
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[ ]  ***Additional Training on Addendum Sheet* (***Check if applicable***)**

**Training Courses presented by Corrections Accreditation Manager Association (CAMA**) (*5 points each course – courses must be completed during certification period*)

|  |  |  |
| --- | --- | --- |
| **Course Title** | **Date** | **Points** |
| Click or tap here to enter text. | Click or tap to enter a date. | Choose an item. |
| Click or tap here to enter text. | Click or tap to enter a date. | Choose an item. |
| Click or tap here to enter text. | Click or tap to enter a date. | Choose an item. |
| Click or tap here to enter text. | Click or tap to enter a date. | Choose an item. |
| Click or tap here to enter text. | Click or tap to enter a date. | Choose an item. |

[ ]  ***Additional Conference Training on Addendum Sheet* (***Check if applicable***)**

**Additional Training** (*1 point each documented hour* – *Instructions for this section:**1)**Must be related to accreditation, such as staff inspections, policy development, planning and research, etc.; 2) Emergency management, patrol operations, investigations, etc. are* ***not*** *applicable; 3) Documented hours must be listed on certificates, rosters, class literature, etc.)*

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| **Course Title** | **Date** | **Points** |
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[ ]  ***Additional Training on Addendum Sheet* (***Check if applicable***)**

|  |  |
| --- | --- |
| **Total Points Education/Training Section**: | Click or tap here to enter text. |
| **LEADERSHIP AND SERVICE ACTIVITIES** |
| ***Points – Minimum 100 / Maximum 300*** |

**FLA-PAC Board Member (***100 points each* ***completed*** *year***)**

Position: Click or tap here to enter text. From: Click or tap to enter a date. To: Click or tap to enter a date.

Position: Click or tap here to enter text. From: Click or tap to enter a date. To: Click or tap to enter a date.

Points this section: Choose an item.

**FLA-PAC Committee Chair (***50 points each* ***completed*** *year***)**

Position: Click or tap here to enter text. From: Click or tap to enter a date. To: Click or tap to enter a date.

Position: Click or tap here to enter text. From: Click or tap to enter a date. To: Click or tap to enter a date.

Points this section: Choose an item.

**FLA-PAC Committee Member (***25 points each* ***completed*** *year***)**

Position: Click or tap here to enter text. From: Click or tap to enter a date. To: Click or tap to enter a date.

Position: Click or tap here to enter text. From: Click or tap to enter a date. To: Click or tap to enter a date.

[ ]  ***Additional Committees on Addendum Sheet* (***Check if applicable***)** Points this section: Choose an item.

**CFA/FCA Commissioner (***100 points each* ***completed*** *two-year appointment***)**

Position: Click or tap here to enter text. From: Click or tap to enter a date. To: Click or tap to enter a date.

Position: Click or tap here to enter text. From: Click or tap to enter a date. To: Click or tap to enter a date.

Points this section: Choose an item.

**PAC Chat Article (***10 points each article – 5 articles max***)**

Article: Click or tap here to enter text. Month/Year: Click or tap to enter a date.

Article: Click or tap here to enter text. Month/Year: Click or tap to enter a date.

Article: Click or tap here to enter text. Month/Year: Click or tap to enter a date.

Article: Click or tap here to enter text. Month/Year: Click or tap to enter a date.

Article: Click or tap here to enter text. Month/Year: Click or tap to enter a date.

Points this section: Choose an item.

**Conference Onsite Activities (***15 points each conference – Must be major, significant contributions to the success of the*

 *conference***)**

Month/Year: Click or tap to enter a date. Month/Year: Click or tap to enter a date.

Month/Year: Click or tap to enter a date. Month/Year: Click or tap to enter a date.

Month/Year: Click or tap to enter a date. Month/Year: Click or tap to enter a date.

Month/Year: Click or tap to enter a date. Month/Year: Click or tap to enter a date.

Month/Year: Click or tap to enter a date. Month/Year: Click or tap to enter a date.

Points this section: Choose an item.

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| **LEADERSHIP AND SERVICE ACTIVITIES CONTINUED** |
| ***Continued from previous page*** |

**Teaching/Instructing FLA-PAC Conference Courses (***50 points each course***):**

Course Taught: Click or tap here to enter text. Month/Year: Click or tap to enter a date.

Course Taught: Click or tap here to enter text. Month/Year: Click or tap to enter a date.

Course Taught: Click or tap here to enter text. Month/Year: Click or tap to enter a date.

Course Taught: Click or tap here to enter text. Month/Year: Click or tap to enter a date.

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Course Taught: Click or tap here to enter text. Month/Year: Click or tap to enter a date.

Course Taught: Click or tap here to enter text. Month/Year: Click or tap to enter a date.

Course Taught: Click or tap here to enter text. Month/Year: Click or tap to enter a date.

[ ]  ***Additional Teaching on Addendum Sheet* (***Check if applicable***)** Points this section: Choose an item.

**SRIC/Standards Committee (***25 points each* ***completed*** *year – ACA / CALEA / CFA / FCAC / FMJS***)**

Committee: Choose an item. From: Click or tap to enter a date. To: Click or tap to enter a date.

Committee: Choose an item. From: Click or tap to enter a date. To: Click or tap to enter a date.

Committee: Choose an item. From: Click or tap to enter a date. To: Click or tap to enter a date.

Committee: Choose an item. From: Click or tap to enter a date. To: Click or tap to enter a date.

Points this section: Choose an item.

**Committee Member Other Than SRIC/Standards Committee (***15 points each* ***completed*** *year – ACA / CALEA / CFA / FCAC /*

 *FMJS***)**

Committee: Choose an item. From: Click or tap to enter a date. To: Click or tap to enter a date.

Committee: Choose an item. From: Click or tap to enter a date. To: Click or tap to enter a date.

Committee: Choose an item. From: Click or tap to enter a date. To: Click or tap to enter a date.

Committee: Choose an item. From: Click or tap to enter a date. To: Click or tap to enter a date.

Points this section: Choose an item.

**Attendance at Commission Meetings:** (*ACA / CALEA / CFA / FCAC / FLA-TAC*) (*5 points each meeting*)

|  |  |  |
| --- | --- | --- |
| **Commission** | **Date** | **Points** |
| Choose an item. | Click or tap to enter a date. | Choose an item. |
| Choose an item. | Click or tap to enter a date. | Choose an item. |
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[ ]  ***Additional Meetings on Addendum Sheet* (***Check if applicable***)** Points this section: Choose an item.

|  |  |
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| **Total Points Leadership and Service Section**: | Click or tap here to enter text. |

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| **AWARDS and RECOGNITION** |
| ***Points – Minimum 0 / Maximum 100*** |

**FLA-PAC Awards and Recognition:** (*25 points each award*)

|  |  |  |
| --- | --- | --- |
| **Award** | **Date** | **Points** |
| Click or tap here to enter text. | Click or tap to enter a date. | Choose an item. |
| Click or tap here to enter text. | Click or tap to enter a date. | Choose an item. |
| Click or tap here to enter text. | Click or tap to enter a date. | Choose an item. |

[ ]  ***Additional Awards on Addendum Sheet* (***Check if applicable***)** Points this section: Click or tap here to enter text.

**CFA / FCAC Awards:** (*25 points each award*)

Award: Choose an item. Discipline: Choose an item. Year: Click or tap to enter a date.

Award: Choose an item. Discipline: Choose an item. Year: Click or tap to enter a date.

Award: Choose an item. Discipline: Choose an item. Year: Click or tap to enter a date.

Award: Choose an item. Discipline: Choose an item. Year: Click or tap to enter a date.

[ ]  ***Additional Awards on Addendum Sheet* (***Check if applicable***)** Points this section: Choose an item.

**Accrediting Organization Award other than CFA/FCAC:** (*15 points each award*)

Award: Click or tap here to enter text. Discipline: Click or tap here to enter text. Year: Click or tap to enter a date.

Award: Click or tap here to enter text. Discipline: Click or tap here to enter text. Year: Click or tap to enter a date.

Award: Click or tap here to enter text. Discipline: Click or tap here to enter text. Year: Click or tap to enter a date.

Award: Click or tap here to enter text. Discipline: Click or tap here to enter text. Year: Click or tap to enter a date.

[ ]  ***Additional Awards on Addendum Sheet* (***Check if applicable***)** Points this section: Click or tap here to enter text.

**Agency Awards and Recognition** (*10 points each award* – *Accreditation Related Activities*)

Award: Click or tap here to enter text. Year: Click or tap to enter a date.

Award: Click or tap here to enter text. Year: Click or tap to enter a date.

Award: Click or tap here to enter text. Year: Click or tap to enter a date.

Award: Click or tap here to enter text. Year: Click or tap to enter a date.

[ ]  ***Additional Awards on Addendum Sheet* (***Check if applicable***)** Points this section: Click or tap here to enter text.

**Agency Distinguished Service Awards** (*10 points each award* – *Other Than* *Accreditation Related Activities*)

Award: Click or tap here to enter text. Year: Click or tap to enter a date.

Award: Click or tap here to enter text. Year: Click or tap to enter a date.

Award: Click or tap here to enter text. Year: Click or tap to enter a date.

Award: Click or tap here to enter text. Year: Click or tap to enter a date.

[ ]  ***Additional Awards on Addendum Sheet* (***Check if applicable***)** Points this section: Click or tap here to enter text.

**Agency Commendations** (*5 points each award*)

Award: Click or tap here to enter text. Year: Click or tap to enter a date.

Award: Click or tap here to enter text. Year: Click or tap to enter a date.

Award: Click or tap here to enter text. Year: Click or tap to enter a date.

Award: Click or tap here to enter text. Year: Click or tap to enter a date.

[ ]  ***Additional Awards on Addendum Sheet* (***Check if applicable***)** Points this section: Click or tap here to enter text.

**State / National Awards** (*10 points each award*)

Award: Click or tap here to enter text. Year: Click or tap to enter a date.

Award: Click or tap here to enter text. Year: Click or tap to enter a date.

Award: Click or tap here to enter text. Year: Click or tap to enter a date.

Award: Click or tap here to enter text. Year: Click or tap to enter a date.

[ ]  ***Additional Awards on Addendum Sheet* (***Check if applicable***)** Points this section: Click or tap here to enter text.

|  |
| --- |
| **AWARDS and RECOGNITION** |
| ***Continued from previous page*** |

**Community Service Awards – Board Member** (*10 points each organization each award – Does not include paid positions, condominium, or neighborhood association*)

Award: Click or tap here to enter text. Year: Click or tap to enter a date.

Award: Click or tap here to enter text. Year: Click or tap to enter a date.

Award: Click or tap here to enter text. Year: Click or tap to enter a date.

Award: Click or tap here to enter text. Year: Click or tap to enter a date.

[ ]  ***Additional Awards on Addendum Sheet* (***Check if applicable***)** Points this section: Click or tap here to enter text.

**Community Service – Volunteer** (*10 points each organization each award – Does not nclude paid positions, condominium, or neighborhood association*)

Award: Click or tap here to enter text. Year: Click or tap to enter a date.

Award: Click or tap here to enter text. Year: Click or tap to enter a date.

Award: Click or tap here to enter text. Year: Click or tap to enter a date.

Award: Click or tap here to enter text. Year: Click or tap to enter a date.

[ ]  ***Additional Awards on Addendum Sheet* (***Check if applicable***)** Points this section: Click or tap here to enter text.

**Community Service Awards** (*10 points each organization each award – For services other than Board Member or Volunteer – Presented by an organization for accomplishments or service by an organization of which the candidate was not a member - Does not include paid positions, condominium, or neighborhood association*)

Award: Click or tap here to enter text. Year: Click or tap to enter a date.

Award: Click or tap here to enter text. Year: Click or tap to enter a date.

Award: Click or tap here to enter text. Year: Click or tap to enter a date.

Award: Click or tap here to enter text. Year: Click or tap to enter a date.

[ ]  ***Additional Awards on Addendum Sheet* (***Check if applicable***)** Points this section: Click or tap here to enter text.

|  |  |
| --- | --- |
| **Total Points Awards and Recognition Section**: | Click or tap here to enter text. |

|  |
| --- |
| **POINT TOTALS SUBMITTED** |
| ***Instructions for this section:*** ***1)*** *Must be completed by candidate;* *2)* PLEASE DOUBLE CHECK POINT TOTALS; and 3) **MINIMUM POINTS REQUIRED TO EARN CERTIFICATION = 650** |

|  |  |  |
| --- | --- | --- |
| **Category** | **Min/Max Points** | **Points Submitted** |
| Accreditation Experience | 100/300 | Click or tap here to enter text. |
| Education / Training | 200/300 | Click or tap here to enter text. |
| Leadership and Service Activities | 100/300 | Click or tap here to enter text. |
| Awards and Recognition | 0/100 | Click or tap here to enter text. |

|  |  |
| --- | --- |
| **Total Points Submitted:** | Click or tap here to enter text. |

*Candidate Email Submission will serve as Electronic Signature. The email must be sent six (6) weeks prior to the next scheduled conference to be considered.*

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| **FOR CAP COMMITTEE USE ONLY** |
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| --- | --- | --- | --- |
| **Category** | **Points Awarded** |  | **Minimum Achieved** |
| Accreditation Experience | Click or tap here to enter text. |  | [ ]  Yes [ ]  No |
| Education / Training | Click or tap here to enter text. |  | [ ]  Yes [ ]  No |
| Leadership and Service Activities | Click or tap here to enter text. |  | [ ]  Yes [ ]  No |
| Awards and Recognition | Click or tap here to enter text. |  | N/A |

|  |  |
| --- | --- |
| **Total Points Awarded:** | Click or tap here to enter text. |

|  |  |  |
| --- | --- | --- |
| **Committee Chair** | **Verification Received From** | **Date** |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap to enter a date. |
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Certification: [ ]  Approved [ ]  Disapproved Certification Expires: Click or tap to enter a date.

Comments:

Click or tap here to enter text.

Committee Member Signatures:

Member: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Member: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Committee Chair: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_