

Certified Floodplain Manager (CFM) Exam

The mission of the Montana Department of Natural Resources and Conservation's Floodplain Program is to promote common sense planning and development in flood-prone areas through education for the benefit of public health, safety, and welfare. The DNRC Floodplain Program encourages and supports local officials, floodplain administrators, and others involved in Montana floodplain management to pursue certification as a floodplain manager. The Floodplain Program works closely with the Association of Montana Floodplain Managers (AMFM) to foster this approach. The Association of State Floodplain Managers (ASFPM) developed the Certified Floodplain Manager (CFM) exam as an effective means to:

- * formalize a procedure to recognize and provide incentive for individuals to improve their knowledge of floodplain management concepts
- * enhance individual professional development goals
- * promote an understanding of relevant subject matter that is consistent nation-wide
- * convey new concepts and practices; and
- * build partnerships among organizations and agencies that share the goal of advancing sound floodplain management

The CFM certification was established by the Association of State Floodplain Managers (ASFPM) for professional certification of floodplain managers. The program recognizes continuing education and professional development that enhance the knowledge and performance of local, state, federal, and private sector floodplain managers. A description of the certification and program can be found at the following link: <http://www.floods.org/index.asp?menuid=426&firstlevelmenuid=180&siteid=1>

Exam Details

The ASFPM CFM exam is "closed" book and held in a proctored classroom environment. All exams are pass/fail and results are confidential. The exam is comprised of 120 multiple choice and true/false questions. The exam typically requires 2 to 3 hours to complete.

The exam covers the following categories:

Topic	Percentage of Total Questions
Overall Context of Floodplain Management * Unified National Program * Community Sanctions * History and Background of the NFIP * Other Federal Programs	5-10%
Floodplain Mapping * Base flood concepts * Discharges, profiles, floodways * Coastal flooding * Reading/using maps * Revising FEMA maps	20-25%
NFIP Regulatory and Non-Regulatory Standards * "Development", requirements for a permit * Encroachment rules * V Zone rules * Building protection standards	20-25%

*Substantial improvement/damage *Flood-proofing and retrofitting	
Regulatory Administrative Procedures *Permit Process and Inspections *Elevation records *NFIP regulations *Enforcement *Variance rules	15-20%
Flood Insurance *Coverage *Rating *Mandatory Purchase Requirements *NFIP grandfather Rules *ICC *CRS *Section 1316	10-15%
Flood Hazard Mitigation *Disaster assistance procedures *Mitigation Planning *Funding sources *Wind, earthquake, fire, erosion, and other hazards *HAZUS	10-15%
Natural and Beneficial Functions *Wetlands *Multi-objective management *NAI *Stream Corridor Restoration *Water Quality (NEPA, NPDES)	10-15%

Application Information

Please note that the application for exam must be completed and submitted to the Association of State Floodplain Managers (ASFPM), the national floodplain management association, rather than AMFM.

The application materials and instructions can be found at the following link:

<http://www.floods.org/index.asp?menuid=405&firstlevelmenuid=180&siteid=1>

Fees

Established Fees	Fee	Discounted Member Fee
Application Packet, Application Review, & Exam	\$375	\$100
Biennial Renewal	\$325	\$50
Re-take Exam Fee	\$50	\$50

Late Fee	\$75	\$75
Request for Appeal Fee (Exam results not eligible for appeal)	\$80	\$80

The application materials and associated fees **must** be received by **ASFPM** no later than **two weeks prior** to the exam date. An applicant can become a member of ASFPM at the same time they apply for the CFM exam and receive significant savings on the exam fee. ASFPM address for application materials: ASFPM, 2809 Fish Hatchery Road, Suite 204, Madison, WI, 53713.

The study guide, **FEMA 480 – Floodplain Management Requirements: A Study Guide and Desk Reference for Local Officials**, can be downloaded here:

<http://www.floods.org/index.asp?menuid=388&firstlevelmenuid=180&siteid=1> Contact the MT DNRC Floodplain Program to obtain a hard copy of this desk reference at 406-444-0862.

Montana CFM

This exam is held at least twice annually in Montana and additional venues can be scheduled as requested. The CFM is available at the **Association of Montana Floodplain Managers (AMFM)** conference – the conference is typically held the first week of March. For more information about AMFM or their annual conference, visit their website: <http://www.mtfloods.org/>

The CFM exam and prep session is offered a second time at the DNRC Floodplain Resource Seminar, in Helena at the University of Montana College of Technology. The Floodplain Seminar is scheduled from July 16th -20th, 2012. For more information about this venue, contact Briona Shipman, Floodplain Training Officer at bshipman@mt.gov or 406-444-1300.