



CPM with Excellence

Reporting Form

Name: _____ Daytime Phone: _____ MELMS ID: _____

Name as you would like it to appear on your certificate: _____

I. MSPB CPM RELATED TRAINING (3 points per hour of training)

Title of Training Session *	Name of Instructor	Date **	Credit Hours	Points
			Total Points	

II. CPM LEADERSHIP READING LIST (5 points per book, 2 books maximum, write a one paragraph summary for each book)

Title of Book	Author	Date Read	Points
			Total Points

III. MSCPM ANNUAL CONFERENCE (50 points)

Conference	Conference Location	Conference Dates **	Points
			Total Points

IV. MSCPM MEMBERSHIP (25 points)

Current Membership Year	Points
Total Points	



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V. MSCPM LUNCH & LEARN (3 points each)

Location of Lunch & Learn	Speaker	Topic *	Date **	Points
Total Points				

VI. AGENCY CPM RELATED TRAINING (1 point per hour of training)

Location of Training Session	Title of Training Session *	Name of Instructor	Date **	Credit Hours	Points
Total Points					

Enter total of points from sections I-VI here. Grand total must equal 100 or more points to be eligible.	
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My signature below certifies that the above information is correct, to the best of my knowledge.

Signature: _____ Date: _____

*Please do not send in certificates of attendance or proof of course completion.

**Reported course(s) must have been attended between December 1st and November 30th of the award year.



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CPM LEADERSHIP READING LIST BOOK SUMMARY

Please write a one paragraph summary of each book read. Include the book title and author in your summary.