

2012 Registration Form

L273: Managing Floodplain Development through the National Flood Insurance Program

Please print the information requested. You may copy this form as needed.

Nickname or Badge Name

Name

Position/Title

Municipality County

Address

City State Zip Code

Daytime Telephone No. Fax

*Evening Telephone No.

E-mail

Accessibility & Other Needs

Is Registrant a Municipal Official? Yes No

*For contact regarding course cancellations that may occur after business hours.

Course Location:

Please be sure to mark the session you wish to attend.

March 26-30, 2012/Lackawanna County

Registration Fee:

(includes tuition, materials and food throughout the week)

\$100 – L-273 Course only

Register Online at www.palocalgovtraining.org
or send registration and fee
(checks made payable to PSATS) to:

**Pennsylvania State Association
of Township Supervisors
4855 Woodland Drive
Enola, PA 17025**

Date & Location

If you need directions, please visit the facility's Web site or call the facility at the telephone number listed below.

■ **March 26-30, 2012**

LACKAWANNA COUNTY

Radisson Lackawanna Station Hotel
700 Lackawanna Avenue
Scranton, PA 18503-1705
(570) 342-8300
www.radisson.com/scrantonpa

■ **Snow date: April 2-6, 2012**

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PA LOCAL GOVERNMENT TRAINING PARTNERSHIP

County Commissioners Association of Pennsylvania
Pennsylvania League of Cities and Municipalities
Pennsylvania Municipal Authorities Association
Pennsylvania State Association of Boroughs
Pennsylvania State Association of Township Commissioners
Pennsylvania State Association of Township Supervisors

This program is presented in cooperation with the Governor's Center for Local Government Services with funds from the annual appropriation from the General Assembly to the Department of Community and Economic Development. Trainees are admitted without regard to race, color, age, sex, religion, political affiliation, national origin or disability.

PA LOCAL GOVERNMENT TRAINING PARTNERSHIP

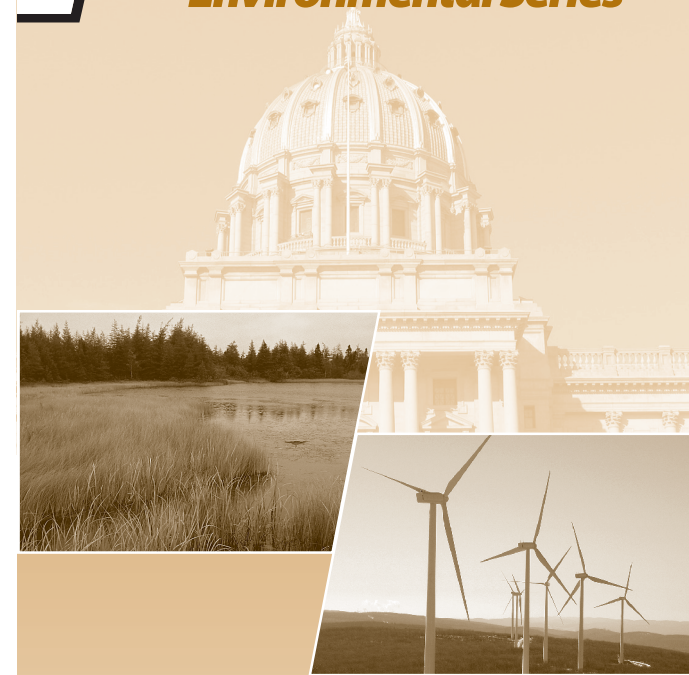
4855 Woodland Drive
Enola, PA 17025

RETURN SERVICE REQUESTED

Governor's Center for Local Government Services

TRAINING PROGRAM

Environmental Series



L273: Managing Floodplain Development through the National Flood Insurance Program

**March 26-29, 2012
and CFM Exam
March 30, 2012**

Snow date: April 2-6, 2012



FEMA



pennsylvania
EMERGENCY MANAGEMENT AGENCY

pennsylvania
DEPARTMENT OF COMMUNITY
& ECONOMIC DEVELOPMENT



L273: Managing Floodplain Development through the National Flood Insurance Program

Pennsylvania is pleased to offer the L-273 Course – Managing Floodplain Development through the National Flood Insurance Program. The course is typically offered only a few times each year at FEMA’s Emergency Management Institute in Emmitsburg, MD. FEMA Region III staff will be conducting the in-depth, four day training course.

Course Description

This course is designed to provide an organized training opportunity for local officials responsible for administering their local floodplain management ordinance. The course will focus on the NFIP and concepts of floodplain management, maps and studies, ordinance administration, and the relationship between floodplain management and flood insurance.

Hands-on exercises are included to allow participants to better apply the information in their communities.

Selection Criteria:

Local officials responsible for administering local floodplain management ordinances, including but not limited to floodplain management administrators, building inspectors,

code enforcement/zoning officers, planners, city/county managers, attorneys, engineers, and public works officials. Federal/state/regional floodplain managers also are encouraged to attend. The course is designed for those officials with limited floodplain management experience. This course is excellent preparation for the Certified Floodplain Manager Exam.

Instructors

- FEMA Region III Staff
- PA DCED Staff

CFM Credits

Current CFM attendees will receive 12 Continuing Education Credits for successful completion of this L-273 deployed Course. This course is also assigned 2.9 CEUs.

These Continuing Education Credits will not be awarded to attendees who take and pass the CFM exam on Friday, March 30, 2012.

Overnight Accommodations

Overnight accommodations will be provided for all attendees traveling more than 50 miles to the training site. This expense (including just room and taxes), is being covered by the PA Emergency Management Agency (PEMA) Please indicate that you are with the L-273 course when you make your room reservation so that charges can be applied to PEMA. Attendees are responsible for all incidentals incurred during their stay. Attendees must provide for their own transportation and make their own room reservations at the following hotel:

Radisson Lackawanna Station Hotel
700 Lackawanna Avenue
Scranton, PA 18503-1705
(570) 342-8300
www.radisson.com/scrantonpa
RATE: \$89.00 plus tax

Attendance is required for all 4 days!

Schedule – Monday, March 26 – Thursday, March 29, 2012

The course is four consecutive days. To obtain credit and receive a certificate of completion, attendees will be expected to be present for the entire four days

- **8:30 a.m.** Registration
- **9:00 a.m.** Program Begins
- **5:00 p.m.** Adjourn

CFM Examination

The CFM exam will be proctored on Friday, March 30, 2012, immediately following the deployment of the L-273 course in Scranton, PA.

The exam will be “closed book” and will be held in a proctored classroom environment; the same location as the L-273 class. The examination will be pass/fail and the results will be held in strict confidence. There is a mandatory 70% pass rule to become a CFM.

The exam will start promptly at **9:00 am on Friday, March 30, 2012** and three hours will be allotted for the exam. Those taking the CFM exam must pre-register. **Pre-approval is mandatory.** Those approved to take the exam will be notified prior to the exam date. Walk-ins will not be permitted; all exam takers must be on the approved list, having submitted the appropriate application and fees in advance. To obtain a copy of the Application Package to take this exam [which includes a **Registration Form**] along with other details, please visit **www.floods.org** and submit the completed package and fees as indicated on the form or website.

Registration Information

The registration fee for this course is \$100 per person, which includes tuition, materials and food throughout the week. The CFM Examination on Friday is a separate fee. All overnight accommodations will be paid for attendees traveling more than 50 miles to the training site.

To register, complete the form and return it to the Pennsylvania State Association of Township Supervisors (PSATS). Please be sure to indicate which session you plan to attend. Registration checks should be made payable to PSATS and mailed along with the registration form to:

PSATS
4855 Woodland Drive • Enola, PA 17025
Fax: (717) 763-9732

You may also register online at www.palocalgovtraining.org. Registrations will be accepted on a first-come, first-served basis. Please register at least two weeks prior to the session. Because material is shipped to the training facility before the session, we cannot guarantee that your name will appear on the registration list if you register within three days of the session. To verify registration or for more information, please call (717) 763-0930. For information on additional courses, please visit our training calendar at www.palocalgovtraining.org.

Walk-in Registrations

Pre-registration is strongly recommended. Walk-ins are accepted on a space-available basis. Please note there are times when a session is cancelled or rescheduled. Registered attendees will be notified of schedule changes prior to the session. Call (717) 763-0930 or visit www.palocalgovtraining.org prior to the session to verify the correct date, time and location. Substitutions are permitted without notice.

Cancellation/No-Show Policy

A cancellation received less than 10 business days before the session you are registered for, is subject to a \$20 processing fee for refunds. Those who cancel within two business days of the session, forfeit the full registration fee and if unpaid, will be invoiced.

Accessibility & Other Needs

All sessions will be held at ADA-accessible locations. Please use the “accessibility needs” line to indicate alternate format, sign language requirements, or any other needs you might have.

Inclement Weather

In the event of inclement weather, please verify that the session is taking place by calling PSATS at (717) 763-0930. If calling outside of normal business hours, enter extension 166. Session cancellations are updated by 7:00 a.m. on the day of a course.