

## Executive Leadership Initiative (ELI) Credential Application & Renewal Form 2023

For those execs that have earned their ELI Affiliate Executive Director Credential and plan to submit an application for an ELI Credential or ELI Credential Renewal, please review the requirements, along with the allotted credits that have been assigned to each activity. Submit this form to Lesley Ravas, [lravas@mcaa.org](mailto:lravas@mcaa.org) by, **November 15, 2023**

### Requirements:

- The applicant has successfully completed the Best Practice Review (BPR) within last six years at an MCAA affiliated association or had a follow up BPR if not part of the original BPR.
- Minimum of one year in current position.
- Earned 24 continuing education credits since receiving the accreditation or since your last renewal.
- Your ELI Accreditation report must be shared with your local Board within a month, discussing action items, etc.

### Accreditation Term:

- An ELI-Accredited Executive term will be valid for two years.
- Upon completion of your accreditation, you must earn 24 continuing education credits over the next two years to renew your accreditation. Each form is per year and requires at least 12 credits annually.
- A Best Practice Review will not be required to be performed for credential renewal if the applicant has successfully undergone a Best Practice Review within the last six years.

### Submission Process:

- For MCAA Events that you have attended in 2023 please check the appropriate box and add in the corresponding number of credits in the tally. You will not need to provide session descriptions, attendance documentation or any other follow up for any MCAA events.
- For non-MCAA events, please attach documentation of attendance (name badge, registration receipt, conference brochure, etc.) and a brief, one paragraph description on the event and why it is applicable to association executives continuing education. NOTE: preference will be given to educational offerings relating to running the association. While it is important for execs to understand what their members do, that is generally not the thrust of this initiative.
- If you instructed a course, either within MCAA events or otherwise, an extra credit can be earned if the curriculum is applicable to association executives.
- Only primary executives can apply for the designation of an ELI Credential.
- The date of your Best Practice Review is required.
- Two (2) credits can be earned for each MCAA committee you participate on. Please provide a list of the committees on the application form.
- The ELI Committee will run through the checklist in their December meeting and report approval back.
- Email completed form to Lesley Ravas at [lravas@mcaa.org](mailto:lravas@mcaa.org), by November 15, 2023.



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Name: \_\_\_\_\_

Association: \_\_\_\_\_

Date of Best Practice Review: \_\_\_\_\_

Date of Technology Review: \_\_\_\_\_

**2023**

Reviews	Credits
Best Practice Review (year of completion only) - Year of Completion _____	3.0 _____
Technology Review (year of completion only) - Year of Completion _____	3.0 _____
<b>Total Credits</b>	_____

**2023**

MCAA Sessions	Credits
2023 MCAA Annual Convention	5.0 _____
2023 MSCA Education Conference	4.0 _____

MCAA Meetings	Credits
2023 AEC Best Practices Conference	4.0 _____
2023 Safety Directors Conference	1.0 _____
2023 MEP Innovations Conference	1.0 _____
2023 NCPWB Annual Technical Conference	1.0 _____
2023 National Issues Conference	1.0 _____
2023 WiMI Conference	1.0 _____
2023 GreatFutures Forum	1.0 _____
2023 Collective Bargaining Workshop	2.0 _____
2023 MCAA/US Labor Relations Conference	2.0 _____
2023 Industry Funds Conference	2.0 _____

2023 Regional or Peer Group Meetings (MCAA, AEC-ELI Recognized)	2.0 (each) _____
	2.0 (each) _____

### MCAA National Committees

### Non-MCAA Meetings Credits

*Please attach documentation and list the name, applicable sessions and dates for meetings you would like to have considered (6 credits maximum each annually for IFEFP and ASAE)*

#### IFEFP

2023 IFEFP Annual Employee Benefits Conference	3.0 _____
2023 IFEFP New Trustees Institute – Level I	2.0 _____
2023 IFEFP New Trustees Institute – Level II	2.0 _____

<b>2023 IFEBP Trustee and Administrators Institute</b>	2.0	_____
<b>2023 IFEBP Trustee Masters Program</b>	2.0	_____
<b>Other</b> _____	2.0	_____

<b>ASAE</b>		
<b>ASAE CAE Program Completion</b> (Year of completion only with proof of passing the exam)	6.0	_____
<b>2023 ASAE Annual Meeting &amp; Exposition</b>	3.0	_____
<b>Other</b> _____	2.0	_____

**Total 2023 Credits** \_\_\_\_\_

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**Signature Executive Director:** \_\_\_\_\_

**Date Submitted:** \_\_\_\_\_

Email completed form to Lesley Ravas at [lravas@mcaa.org](mailto:lravas@mcaa.org), by November 15, 2023