



# FBI National Citizens Academy Alumni Association

## Board Training Attestation

All FBINCAAA National and Affiliate Chapter board members must complete each of the three “Excellence in Chapter Operations” required training modules as stated in the FBINCAAA Program Requirements by April 30 for 2024; and annually by March 31 in subsequent years. Newly elected board members must complete all three training modules prior to attending their first board meeting; and annually thereafter by March 31. The recorded training programs and related materials are available on the National website ([fbincaaa.org/training-and-workshops](http://fbincaaa.org/training-and-workshops)) and are periodically presented by live webinar.

Accordingly, the undersigned President attests that the required training programs for 2024 have been completed in compliance with the above requirements by all board members.

Signature: \_\_\_\_\_

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

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

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

### LIST BOARD MEMBERS WHO HAVE COMPLETED THE REQUIRED TRAINING\*


\*If new members join the Board after the first quarter of the year, please update and return this form with their names upon completion of the required courses.

**SEND THE SIGNED AND COMPLETED FORM TO [TRAINING@FBINCAAA.ORG](mailto:TRAINING@FBINCAAA.ORG) AND UPLOAD A COPY TO YOUR CHAPTER’S TRAINING AND ONBOARDING FILE IN BOARDEFFECT.**

**SIGN AND RETURN BY MAY 15, 2024**

Updated March 6, 2024