

# Recertification Application Form

## Applicant Information

First name	Last name		
Address			
City	State		Zipcode
Phone 1 <input type="checkbox"/> CELL   <input type="checkbox"/> HOME   <input type="checkbox"/> WORK		Phone 2 <input type="checkbox"/> CELL   <input type="checkbox"/> HOME   <input type="checkbox"/> WORK	
E-mail			
Certification Number:			

Attach a Professional Development Hours (PDH) log with this application.

## Payment Information

**DO NOT COMPLETE PAYMENT SECTION. YOU WILL BE EMAILED A PAYMENT LINK AFTER WE RECEIVE YOUR APPLICATION.**

<b>NGICP Recertification Form</b>			<b>Application Fee:</b>
<input type="checkbox"/> <b>Check</b>	<input type="checkbox"/> Personal Check   <input type="checkbox"/> Company Check	Check No.	
<input type="checkbox"/> <b>Credit Card</b>	<input type="checkbox"/> American Express   <input type="checkbox"/> MasterCard   <input type="checkbox"/> VISA		
	Card Number	Exp. Date.	CVV
	Name on Card		
	Billing Address		
	City	State	Zip code
	Signature	<b>Total Enclosed: \$</b>	
<i>I authorize WEF to charge my credit card for the amount indicated.</i>			

**DO NOT ENTER CREDIT CARD INFO HERE. YOU WILL BE SENT A PAYMENT LINK.**

## Certification Code of Conduct

I, \_\_\_\_\_, agree to adhere to the following Code of Conduct.

I understand that failure to do so may result in the loss of certification.

- Act honestly, competently and with integrity;
- Use my knowledge and skill for the protection of the water environment;
- Be truthful and accurate in the information I provide to the NGICP.
- Adhere to all laws and regulations applicable to the profession;
- Promote and encourage a high quality level of work on all green infrastructure projects;
- Accurately represent my qualifications and credentials;
- Protect and keep information, including exam content, confidential in order to maintain it as an accurate validation of others' knowledge in green infrastructure;
- Strive for continued professional development throughout my career in a way that supports on-going improvement and efficiency of my day-to-day job tasks;
- Properly use the certificate, stamp and other marks of the NGICP designation, which are the property of WEF, as I am specifically authorized to do so;
- Uphold and follow all of the policies and procedures outlined in the NGICP Policies and Procedures Manual required in order to become and to remain NGICP certified and in good standing.
- Represent the NGICP professionally.

I further understand and agree that my signature constitutes a binding acceptance of these pledges and conditions.

I further understand that review within the NGICP Strategic Advisory Council. will be the final determination of any matter arising between NGICP and me.

Applicant's Signature	Date
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*I certify that all information contained in this application, including any attachments, is true and correct to the best of my knowledge and belief. I understand that omissions may disqualify me and that knowingly making a false statement may result in the NGICP's refusal to issue recertification or a revocation of my certification, as well as possible prosecution under appropriate law, which could provide for criminal penalties of a fine, imprisonment or both. I consent to an investigation of my PDH hours and other statements for the purpose of verification of my eligibility for recertification. Additionally, I understand that if my application is randomly selected for audit, I may need to provide additional information. I also understand that if I am awarded the recertification, my name, city, state and certification status will be listed on the NGICP website and third party individuals and organizations such as potential employers will be given specific verification of my certification status if it is requested.*

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Name (please print)	
Signature	Date

FOR OFFICIAL USE ONLY	
Application ID	
Application approved for:	Date
<input type="checkbox"/> Application NOT approved	Prerequisite(s) not met:



### **Certificant PDH Log**

Certificants are required to complete 14 hours of professional development (PDH) every two years to meet certification requirements. These are typically completed via participation in webinars, conference sessions, and/or classes that are aligned with the certification exam.

According to the NGICP Policies and Procedures, the NGICP certification is valid for two years. Certificants must apply for recertification and successfully demonstrate that they meet the recertification requirements prior to the recertification deadline.

Please use this form to track your PDHs.

<p><b>Certificant Contact Information</b></p> <p>Name: _____</p> <p>Organization: _____</p> <p>Address: _____</p> <p>City, State, Zip: _____</p> <p>Email: _____</p> <p>Signature: _____</p>
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Please refer to the **Instructions for Recording Your PDH Requirement as part of NGICP Recertification**.



### Online & In-Person Training

Online and in-person training provides professional development hours through webinars, webinar/exercise combinations, or case study analysis. Please record online programming PDHs below (use more sheets if necessary).

Title of Training: _____
Format (Course/Webcast/Webinar/etc.): _____
Duration: _____ PDH: _____ Date: _____
Agency/Organization Administering the Training: _____
Exam Topic* Covered: _____

Title of Training: _____
Format (Course/Webcast/Webinar/etc.): _____
Duration: _____ PDH: _____ Date: _____
Agency/Organization Administering the Training: _____
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Agency/Organization Administering the Training: _____
Exam Topic* Covered: _____

Title of Training: _____
Format (Course/Webcast/Webinar/etc.): _____
Duration: _____ PDH: _____ Date: _____
Agency/Organization Administering the Training: _____
Exam Topic* Covered: _____

\* According to the NGICP Exam Topics



## Mentoring

Certificants can earn up to 2 PDHs per year towards recertification through mentoring. Two (2) hours of mentoring is equal to one (1) PHD. Please provide dates and hours of mentoring below (use more sheets if necessary). A certificant can have more than one mentor.

Date: _____ # clock hours _____ PDH (2 hours = 1 PDH): _____
Exam Topic* Covered: _____
Mentor name: _____
Mentor signature: _____
Mentor email: _____

Date: _____ # clock hours _____ PDH (2 hours = 1 PDH): _____
Exam Topic* Covered: _____
Mentor name: _____
Mentor signature: _____
Mentor email: _____

Date: _____ # clock hours _____ PDH (2 hours = 1 PDH): _____
Exam Topic* Covered: _____
Mentor name: _____
Mentor signature: _____
Mentor email: _____

Date: _____ # clock hours _____ PDH (2 hours = 1 PDH): _____
Exam Topic* Covered: _____
Mentor name: _____
Mentor signature: _____
Mentor email: _____

Date: _____ # clock hours _____ PDH (2 hours = 1 PDH): _____
Exam Topic* Covered: _____
Mentor name: _____
Mentor signature: _____
Mentor email: _____

Date: _____ # clock hours _____ PDH (2 hours = 1 PDH): _____
Exam Topic* Covered: _____
Mentor name: _____
Mentor signature: _____
Mentor email: _____

\* According to the NGICP Exam Topics

**Certificant PDH Log. Please use more sheets if necessary.**



### Technical Readings

Certificants can earn up to 2 PDHs per year towards recertification by reading green infrastructure related resources. Two (2) hours of reading is equal to one (1) PDH. Please provide name of article/book/blog/website, reading time, and supervisor/mentor sign-off (use more sheets if necessary).

Date: _____ # clock hours _____ PDH (2 hours = 1 PDH): _____
Name of reading material: _____
Exam Topic* Covered: _____
Supervisor/Mentor name: _____
Supervisor/Mentor signature: _____
Supervisor/Mentor email: _____

Date: _____ # clock hours _____ PDH (2 hours = 1 PDH): _____
Name of reading material: _____
Exam Topic* Covered: _____
Supervisor/Mentor name: _____
Supervisor/Mentor signature: _____
Supervisor/Mentor email: _____

Date: _____ # clock hours _____ PDH (2 hours = 1 PDH): _____
Name of reading material: _____
Exam Topic* Covered: _____
Supervisor/Mentor name: _____
Supervisor/Mentor signature: _____
Supervisor/Mentor email: _____

Date: _____ # clock hours _____ PDH (2 hours = 1 PDH): _____
Name of reading material: _____
Exam Topic* Covered: _____
Supervisor/Mentor name: _____
Supervisor/Mentor signature: _____
Supervisor/Mentor email: _____

Date: _____ # clock hours _____ PDH (2 hours = 1 PDH): _____
Name of reading material: _____
Exam Topic* Covered: _____
Supervisor/Mentor name: _____
Supervisor/Mentor signature: _____
Supervisor/Mentor email: _____

\* According to the NGICP Exam Topics



## Exam Topics

The Green Infrastructure (GI) practices focused on in the National Green Infrastructure Certification Program (NGICP) are as follows: bioretention (rain gardens, bioretention cells, curb extensions/bulb-outs, bioswales, stormwater planters), rainwater harvesting (rain barrels and cisterns), permeable pavements (porous concrete, pervious asphalt and permeable pavers), green roofs and blue roofs, dry wells, and stormwater wetlands.

Certificants can fulfill their PDH obligations through online programming, mentoring, and technical publications on topics in the following exam topics.

<b>Watershed Fundamentals</b>
Apply the key concepts of basic hydrology/hydrologic function
Apply the basic concept and recognize the environmental benefits of stormwater management and green infrastructure
<b>Green Infrastructure (GI) Practices</b>
Identify the basic functionality of various GI practices
Identify the purpose, functionality, and properties of the basic physical components of GI practices
Apply key concepts related to the lifecycle of GI practices
Identify the terminology used to describe various GI practices
<b>GI Methods and Materials</b>
Recognize the appropriate application of equipment for the construction or the maintenance of a GI practice
Apply the key concepts of site layout and grade checking
Recognize the purpose of common GI construction materials
Apply the key concepts of basic vegetation management and establishment
Recognize the significance of and identify the procedure for proper storage and handling of materials
Recognize the significance of and identify the procedure for water management, as well as erosion and sediment control, during the construction and maintenance of a project
Identify potential site safety hazards associated with GI practices and personal protective equipment (PPE)
Read and comprehend architectural and engineering drawings
Recognize adjacent and related infrastructure variables as they pertain to GI
<b>GI Functionality and Appearance</b>
Recognize GI-related performance issues
Diagnose the cause of common GI failures
Recognize adequate and comprehensive documentation of GI practices