



CPM WITH EXCELLENCE GUIDELINES

CPM with Excellence encourages graduates of the Mississippi Certified Public Manager® program to continue their professional development and commitment to life-long learning. Each year, CPM graduates may submit a record of completed professional development activities to the MSPB Office of Workforce Development. To attain CPM with Excellence Level I, participants must acquire and submit to the MCPM Program Director 36 hours of professional development activities for two consecutive years, attend the CPM with Excellence Seminar, and pass the Seminar exam.

Professional Development activities are accumulated from December 1st to November 30th. The deadline for submission each year is November 30th. The CPM with Excellence designation is awarded January 1st each year, and designees are recognized at CPM-related events.

Professional Development activities may include:

- MCPM elective classes (at least 18 of the 36 hours must come from this area)
- Mississippi Society for Certified Public Managers® (MSCPM) conference (up to 6 hours)
- Management-related training sessions (must be approved by the MCPM Program Director)
- Book report (2 maximum per year; 3 hours credit each)
- Work project (2 maximum per year; 3 hours credit each)

(If the CPM with Excellence participant encounters an issue fulfilling these requirements, we ask they contact the MSPB Director of Training and Development.)

MCPM elective classes that the participant has not already taken may be submitted for CPM with Excellence professional development activities. The MSCPM annual conference is eligible for up to 6 hours credit, with each hour of conference sessions equal to an hour of eligible credit. Other management-related training sessions may be submitted for CPM with Excellence consideration. It is recommended to check with the MCPM Program Director before attending the session to confirm it is an eligible activity. Keep in mind that the activities submitted for CPM with Excellence credit are not eligible for any other MSPB benchmark.

Two new activities are eligible for CPM with Excellence credit beginning with the December 2019 – November 2020 reporting period: book reports and work projects. Forms for each of the new activities are provided on the MSPB website. The book report must be on a book from the MCPM Reading List read during the reporting period, not including one already submitted in the MCPM Program. The work project must be a project completed during the reporting period at the participant's employing agency.

Graduates who achieve the CPM with Excellence Level I designation are eligible for a 1% benchmark. Participants may complete subsequent two-year periods as described on the next page and are eligible for additional 1% benchmarks, up to a maximum of 5%. Benchmarks are awarded at the agency's discretion.

Multiple-year recognition levels indicate benchmark eligibility:

- Level I: Two (2) consecutive years of eligibility, CPM with Excellence Seminar, passing score on the Seminar exam. Eligible for 1% benchmark at agency discretion.
- Level II: Attainment of the Bronze Level, two (2) additional consecutive years of eligibility, CPM with Excellence Seminar, passing score on the Seminar exam. Eligible for 1% benchmark at agency discretion.
- Level III: Attainment of the Silver Level, two (2) additional consecutive years of eligibility, CPM with Excellence Seminar, passing score on the Seminar exam. Eligible for 1% benchmark at agency discretion.
- Level IV: Attainment of the Gold Level, two (2) additional consecutive years of eligibility, CPM with Excellence Seminar, passing score on the Seminar exam. Eligible for 1% benchmark at agency discretion.
- Level V: Attainment of the Platinum Level, two (2) additional consecutive years of eligibility, CPM with Excellence Seminar, passing score on the Seminar exam. Eligible for 1% benchmark at agency discretion.