

ACHIEVEMENT PROGRAM ASSOCIATION VOLUNTEER RECORD AND VALIDATION FORM FEBRUARY 2019

PLEASE ATTACH THIS FORM TO A COMPLETED STATEMENT OF QUALIFICATIONS (SOQ) FORM.

Member's Name: _____

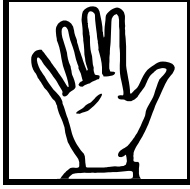
NMRA #: _____

Date Submitted: _____

Region: _____

To qualify for this certificate, you must:

1. Serve actively on NMRA Committees (National, Regional or Divisional) long enough to accumulate at 60 certified time units (TU).
 - Active satisfactory service as a National Department Head at the rate of 4 TU per month.
 - Active satisfactory service as a National Committee Chair, reporting to a Department Head at the rate of 3 TU per month.
 - Active satisfactory service as a Region Committee Chair or a National Committee member at the rate of 2 TU per month.
 - Active satisfactory service as a Region Committee member, a Division Officer, or Division Committee Chair at the rate of 1 TU per month.
 - Active satisfactory service as a Division Committee or Board member at the rate of 1/2 TU per month.
 - Editors of an NMRA publication shall receive credit for their service at the rate appropriate for Committee Chairs at the same level.
 - Service as a Division Officer or Director (other than at the Region level) shall be credited at the same rate as that for service on Region Committees.
 - Division Superintendent (President) at the rate for a Region Committee Chair. All other Division Officers will accumulate at the rate for a Region Committee member.
 - Editors of 100% NMRA Clubs, having ten or more members, may earn one point per issue of the Club Newsletter, providing it is four pages or more. All Newsletters must have four issues submitted with the SOQ, edited by the person applying, before points will be considered for credit. For electronic publications, a URL must be provided.
 - Official judges at an NMRA - sponsored model contest shall be given time units for such service at the contest only, not monthly, as a one-time service credit per contest as follows: National 3 TU, Region 2 TU, Division 1 TU
 - Individuals (and their crews) who open their home or club layout for tours or operating sessions in conjunction with NMRA conventions or other NMRA sponsored events earn credit of 3 TU/day that the layout is open for viewing to a maximum of 12 TU for a National event, 6 TU for a Region event or 3 TU for a Division event.
 - Individuals who participate in modular layouts in conjunction with NMRA Divisions or at NMRA sponsored events earn credit of 3 TU/day for each day that the layout is open for viewing at the event to a maximum of 12 TU for a National event, 6 TU for a Regional event or 3 TU for a Divisional event.
 - Boy Scout Railroading Merit Badge Counselors who are NMRA members can earn 1 TU per month plus 1 TU per Scout that qualifies. This credit is retroactive with no time limit for those who have served as Counselors in the past provided that they were also NMRA members during the time of service.
 - A live clinic that is presented more than once earns Association Volunteer credits for each additional (the first presentation is credited toward Author unless the applicant already holds the Author certificate) presentation at the following schedule:
 - National Clinic – 3 Time Units
 - Region Clinic – 2 Times Units
 - Division Clinic – 1 Time Unit
2. Certification of accomplishment shall be by the committee chair in the case of committee members and by the appointing officer in the case of a Committee Chair. Certification of active service as Chair of a convention sponsoring group shall be by the Region or National President as appropriate. Current Regional Secretaries or the National Secretary may certify when the appointed officer is not available or when many positions will require several signatures.
3. Submit a completed Statement of Qualifications (SOQ) itemizing evidence of the completion of the above requirements. In case of exceptionally outstanding service, the Chair of a committee or the appointing officer, in the case of a Committee Chair, may initiate the SOQ for a member whom he or she knows to have met the requirements. However, the member must sign the "Member's Statement and Agreement".



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POSITION HELD	FROM	TO	LEVEL N - National R - Region D - Division	POINTS/ MONTH	POINTS EARNED	VERIFIED BY	NMRA #
				TOTAL POINTS			

REGION AP CHAIR: _____ REGION: _____ DATE: _____