



Self-Tracking Form

Certificate in PAC & Grassroots Management

Total credits required: 25

Credits required for specialization: 15

Please indicate the specialization you are pursuing:

- ☐ PAC Management
☐ Grassroots Management

- Candidates should expect to complete the program requirements within three years of application.
- Programs more than 30 days prior to the date of application will not count toward certificate completion.

PAC or Grassroots Specialization:

(15 required credits)

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____

Additional Credits:*

1. _____
2. _____
3. _____
4. _____
5. _____

Compliance Programs:

(5 required credits)

1.

2.

3.

4.

5.

Community Engagement:

(Min. 3 credits; max. 7 credits)

1.

2.

3.

4.

5.

6.

7.

***Additional credit information**

Required elements include:

- Participants must attend the Annual Conference (National PAC or The Advocacy Conference) related to the area of their specialization at least once
- 5 compliance credits
- 15 specialization credits
- A minimum of 3 community credits

The purchase of recorded webinars will not count toward a certificate. Only participation in live webinars will be given certificate credit, and only those individuals actually registered for the webinar are eligible to receive credit. Credits earned through participation in webinars are capped at 5 credits.

Participating virtually in events offered in-person at our Washington offices does not count toward that 5-credit limit, but to earn credit as a virtual participant, you must engage on the virtual platform; be logged in and active for the duration of the event; ask questions; and provide feedback and commentary during discussion periods.

Attendance and participation throughout an entire event is required to receive credit in any program. Registration without attendance or early departure from an event will not count towards certificate completion.

NOTE: Since the Public Affairs Council has no input on the agenda or content of programs held by other organizations, credit will not be given for attendance at non-Council training programs.