



INTERNATIONAL
ECONOMIC DEVELOPMENT
COUNCIL

Certified Economic Developer RECERTIFICATION APPLICATION

Contact IEDC:
International Economic Development Council
1275 K St. NW
Washington, D.C. 20005
Phone: (202) 223-7800
<http://www.iedconline.org>

Rev. 12/2024

Email :
Chris Colan: ccolan@iedc.org
cc: wsoares@iedc.org

International Economic Development Council Recertification Process

The Recertification Application Process

All CEcD recertification applicants must complete the enclosed recertification form indicating their involvement in the economic development field over the past three years.

The Application Fee

The recertification fee must accompany the application and is fully non-refundable.

Demonstration of Continued Economic Development Experience

The applicant must completely fill out the application form and submit a copy of his/her résumé indicating his/her continued work in economic development over the past three years.

Notice of Application Approval

Applicants meeting IEDC recertification requirements will receive notification of recertification. Applicants whose applications have been denied will be informed as to the reason for the denial.

Certification Committee

IEDC has established a certification committee to oversee the certification program. All concerns will be brought before the certification committee for review.

CEcD Recertification Application Instructions

Please read the following instructions before filling out the attached form.

Section A - General Information

This information identifies the applicant's current address and employer. The applicant should only include an address at which he/she is sure to be reached within the next year. All correspondences will be sent to this address.

Section B - Method of Payment

The recertification fee (\$385.00 for members and \$570.00 for non-members), must accompany this application form. An applicant will not be considered for recertification without payment. Please select the manner in which you would like to pay for recertification.

Section C – Your Professional Development Record

Fill out the professional development record, indicating the location and year for each event that qualifies for recertification.

Section D - Applicant's Signature

Forms must be signed by the applicant in order to be processed.

**The required number of credits to be earned for recertification is 12 points.
A maximum of 9 credits may be earned in a single year.**

Mandatory Activity

IEDC Ethics Workshops – Once each recertification cycle

Level One – IEDC Activities

Earn 3 credits for any one of the following

A maximum of 9 credits may be applied toward recertification

A minimum of 6 credits is required at time of recertification

1. Attendance at an IEDC annual or technical conference
2. Attendance at an IEDC training course
3. Completion of IEDC Certificate Program
4. Facilitation or instruction of an IEDC training course
5. Participation in:
 - a. IEDC Economic Recovery Volunteer Program
 - b. Accredited Economic Development Organization (AEDO) site-visit

Level Two – National and Regional Activities

Earn 2 credits for any one of the following

A maximum of 8 credits may be applied toward recertification

A minimum of 2 credits is required at time of recertification

1. Speak at an IEDC conference
2. Attendance at a week of the Economic Development Institute (EDI) or at an EDI advance symposia course
3. Participation in a minimum of three (3) IEDC web seminars and/or pre/post-conference seminars
4. Attendance at a professional training held by ACCRA, National Development Council (NDC), Society of Industrial & Office Realtors (SIOR), Economic Development Administration (EDA), European Association of Development Agencies (EURADA), An Association of Defense Communities (NAID/ADC), International Council of Shopping Center's Economic Development University, Brownfields Conference – Offered by EPA and ICMA.
5. Attendance at approved national/provincial organization professional training, per submission and approval of application
6. Instruct or teach at a Basic Economic Development Course, Economic Development Institute, a semester course or equivalent
7. Publication of an article in IEDC's *Economic Development Journal*
8. Serve as a grader/proctor for the CECD exam
9. Participation in Advisory Services and Research (ASR) site-visit
10. Participation in IEDC's Excellence in Economic Development Awards judging.

Level Three – Regional, State and Local Activities

Earn 1 credit for any one of the following.

A maximum of 4 credits may be applied toward recertification.

1. Speak at a state or regional economic development membership organization conference
2. Publication of an article which represents an innovative approach to economic development
3. Hold a board member/committee position (either elected or nominated) for a national, state or local economic development organization, per year
4. Attendance at a recognized regional/state economic development membership organization conference
5. Instruct at a CECD exam prep course (barred from grading for 3-years)
6. Participation in outside web seminars approved by IEDC - For every three (3) web seminars attended, CECDs will earn 1 point towards recertification.
7. Instruct or teach at a course or workshop approved by IEDC

CEcD Recertification Form International
Economic Development Council *Please completely
read instructions before completing this form. Please attach a
current résumé.*

Section A - General Information

Name:		
Title:		
Organization:		
Address:		
City:	State:	Zip:
Phone:	Email:	

Section B - Method of Payment

The recertification fee must accompany this application. Please indicate method of payment:

☐ Member Rate
\$385.00

☐ Non-member Rate
\$570.00

- ☐ Credit Card: **IEDC will confirm an invoice has been applied to your account**
- ☐ Check in Mail (**Payable to IEDC Certification Program**)
- ☐ Purchase Order (**Please include PO with this form**)

Check Payment Address
International Economic Development Council
ATTN: Chris Colan
1275 K Street NW, Suite 300
Washington, DC 20005-4083

Section C: Your Professional Development Record

For each, please indicate title of event and year.

The required number of credits to be earned is 12 points.

Level One – IEDC Activities

Earn 3 credits for any one of the following, not to exceed a total of 9 credits.

Must have minimum of 6 credits.

Attendance at an IEDC annual conference

Location:	Year:
Location:	Year:
Location:	Year:

Attendance at an IEDC technical conference

This includes: Leadership Summit, Rural Conference

Location:	Year:
Location:	Year:
Location:	Year:

Attendance, CEcD Host or Instructor at an IEDC training course

-Business Retention and Expansion

Month:	Year:
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-Economic Development Credit Analysis

Month:	Year:
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-Economic Development Finance Programs

Month:	Year:
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-Economic Development Marketing & Attraction

Month:	Year:
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-Economic Development Strategic Planning

Month:	Year:
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-Entrepreneurial and Small Business Development Strategies

Month:	Year:
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-Managing Economic Development Organizations

Month:	Year:
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-Neighborhood Development Strategies

Month:	Year:
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-Real Estate Development and Reuse

Month:	Year:
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-Technology-led Economic Development

Month:	Year:
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-Workforce Development Strategies

Month:	Year:
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-Foreign Direct investment & Exporting

Month:	Year:
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-Entrepreneurship-Led Economic Development

Month:	Year:
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Participation in any of the following programs:

IEDC Economic Recovery Volunteer Program

Accredited Economic Development Organization (AEDO) site-visit

Completion of IEDC Certificate program

Program:	Date/Location:
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Total Level One Credits

Level Two – National and Regional Activities Earn 2

credits for any one of the following, not to exceed a total of 8 credits. **Must have minimum of 2 credits.**

Speak at an IEDC conference

Conference:	Date/Location:
Conference:	Date/Location:

Attendance at a week of Economic Development Institute (EDI) or at an EDI advance symposia course

Location:	Year:
Location:	Year:
Location:	Year:

Participation in a Advisory Services and Research (ASR) site-visit

Program:	Date/Location:
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Participation in a minimum of three IEDC Web Seminars and/or pre/post-conference seminars

Title:	Date:
Title:	Date:
Title:	Date:

Attendance at a professional training or at an approved national organization professional training held by the American Chamber of Commerce Researchers Association (ACCRA), National Development Council (NDC), Society of Industrial & Office Realtors (SIOR), Economic Developers Association of Canada (EDAC), Economic Development Administration (EDA), European Association of Development Agencies (EURADA), National Rural Economic Development Association (NREDA), An Association of Defense Communities (NAID/ADC), International Council of Shopping Center (ICSC)- Economic Development University, Brownfield's Conference – Offered by EPA and ICMA.

Conference:	Date/Location:
Conference:	Date/Location:

Instruct, teach or direct a Basic Economic Development Course, or Economic Development Institute, or a semester course, or equivalent

Course:	Year:
Course:	Year:

Publication of an article in IEDC's *Economic Development Journal*

Title:	Volume #:
Title:	Volume #:

Serve as a grader/proctor for the CECD exam

Location:	Year:
Location:	Year:

Participation in IEDC's Excellence in Economic Development Awards judging.

Location:	Year:
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Total Level Two Credits

Level Three – Regional, State and Local Activities (Optional)

Earn 1 credit for any one of the following, not to exceed a total of 4 credits.

____ Speak at a state economic development membership organization conference

Conference:	Date/Location:
Conference:	Date/Location:

____ Speak at a regional economic development membership organization conference (for example: Southern Economic Development Council, Mid-America Economic Development Council, and Nebraska Economic Developers Association)

Conference:	Date/Location:
Conference:	Date/Location:

____ Publication of an article which represents an innovative approach to economic development

Title:	Publication:
Title:	Publication:

____ Hold a board member/committee position (either elected or nominated) for a national, state or local economic development organization, per year

Organization:	Year:
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____ Attendance at an “event recognized” state economic development membership organization conference (visit <https://www.iedconline.org/pages/cecd-event-recognition> for current listings)

Conference:	Year:
Conference:	Year:

____ Attendance at an “event recognized” regional economic development membership organization conference (visit <https://www.iedconline.org/pages/cecd-event-recognition> for current listings)

Conference:	Year:
Conference:	Year:

____ Instruct or teach at a CEcD Exam Prep Course

Organization:	Date/Location:
Organization:	Date/Location:

____ Participation in a minimum of three IEDC-approved Web Seminars

Title:	Date:
Title:	Date:
Title:	Date:

____ Instruct or teach at an IEDC-approved course or workshop

Organization:	Date/Location:
Organization:	Date/Location:

____ **Total Level Three Credits**

Summary of Professional Development Record

☐ IEDC Ethics Workshop/Web Seminar

Location:	Date:
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- ☐ **Total Level One Credits for IEDC activities**
(At least 6, maximum 9)
- ☐ **Total Level Two Credits for IEDC and accredited activities**
(At least 2, maximum 8)
- ☐ **Total Level Three Credits for IEDC accredited activities**
(Not required, maximum 4)

Section D: Applicant's Signature

Applicant's Signature

I, _____, verify that the above information is true and accurately portrayed. I acknowledge that if asked, I can provide documentation for the attendance to these events.

Signed _____ Date _____

The Certified Economic Developer program is designed to recognize the profession of economic development. Those who are certified through IEDC must recertify every three years in order to continue the use of the designation. Recertification is based on the professional development of the certified economic developer over the previous three years. Although the certified individual may have attended numerous events, IEDC is limited to acknowledging events directly associated with economic development at the state and regional level. An applicant must continue professional development through training opportunities, contributions to the profession, service to the field through professional organizations, and participation in economic development meetings and programs.

Please take a moment to ensure you have included the following:

- ☐ The completed recertification form
- ☐ A copy of your current résumé
- ☐ Payment of the recertification fee
- ☐ Your signature on the form

Email Application Form to:

Chris Colan: ccolan@iedc.org

cc: wsoares@iedc.org

Pay By Check:

International Economic Development Council ATTN: Chris Colan
1275 K Street NW, Suite 300
Washington, DC 20005-4083

Pay By Credit Card:

IEDC will confirm an invoice has been added to your account
