

EXAM PREPARATION GUIDE

for the

CERTIFIED FLOODPLAIN MANAGER PROGRAM

(CFM® Program)

Administered by the

ASSOCIATION OF STATE FLOODPLAIN MANAGERS, Inc.



FEMA publications are available from:

FEMA Map Information eXchange: (877) 336-2627 (877-FEMA-MAP)

FEMA Publication Warehouse: (800) 480-2520

FEMA Online: www.fema.gov

NFIP: (800) 427-4661

NFIP Online: www.fema.gov/nfip

NFIP: www.FloodSmart.gov or call (888) 379-9531

This exam preparation guide was prepared by the ASFPM Certification Board of Regents (CBOR) and is not intended to be a complete listing of Floodplain Management documents. Documents designated as “ * most important” are considered to be excellent references for preparation for the Certified Floodplain Manager exam and should aid in your understanding of floodplain management.

FLOODPLAIN MANAGER CERTIFICATION PROGRAM

CFM® EXAM PREPARATION GUIDE

* Items of most importance

1. * **FEMA National Flood Insurance Program Regulations** 44 CFR– Recommended Sections:
 - 9 Floodplain Management and Protection of Wetlands
 - 59 General Provisions and Definitions
 - 61 Insurance Coverage, Rates and Increased Cost of Compliance
 - 60.3 Floodplain Management Criteria
 - 65 Identification and Mapping
 - 67 Appeals from proposed Base Flood Elevations
 - 70 Map Corrections
 - 73 Section 1316 Denial of Flood Insurance
 - 206 Federal Disaster Assistance for Disasters Declared on or after 11/23/1988

[NFIP Regulations available from the FEMA webpage www.fema.gov/business/nfip/laws1.shtm].
2. * **Flood Insurance Study, Flood Insurance Rate Maps and Flood Boundary Floodway Maps for your Community** [Available from the FEMA Map Information eXchange webpage www.msc.fema.gov or call the FEMA Map Information eXchange at (877) 336-2627 (877-FEMA-MAP)].
3. * **Flood Damage Prevention Ordinance for your Community** [Example ordinances are available from the NFIP State Floodplain Manager in your state, contact information is available at www.floods.org/index.asp?menuID=274&firstlevelmenuID=185&siteID=1].
4. * **FEMA 480**, (2/05 or later publication), “National Flood Insurance Program (NFIP) Floodplain Management Requirements, A Study Guide and Desk Reference for Local Officials” [Available from the ASPFM webpage at www.floods.org/index.asp?menuID=388&firstlevelmenuID=180&siteID=1 or by mail from the FEMA Publication Warehouse (800) 480-2520].
5. * **Flood County, USA (FIRM, DFIRM, Index, FIS)**, [Available from the FEMA Publications Warehouse by calling (800) 480-2520 and referencing Pub# A-0022 or available electronically at ASFPM web page www.floods.org/index.asp?menuID=389&firstlevelmenuID=180&siteID=1].
6. **State NFIP Coordinating Agency publications** [that address national NFIP standards] - such as RG-330/ev “Floodplain Management 101” (TNRCC, Aug 2001); RG-12 - “State of Texas Floodplain Administrators Manual,” 6/94, or “Guidebook for Local Floodplain Ordinance Administrators,” Oklahoma Water Resources Board, 01/99, (or a similar State Floodplain publication) [Available from the NFIP State Floodplain Manager in your state, contact information is available at www.floods.org/index.asp?menuID=274&firstlevelmenuID=185&siteID=1].
7. * **FEMA F-084** (03/11 or later printing) - “Answers to Questions about the NFIP” [Available from the FEMA webpage at <http://www.fema.gov/library/viewRecord.do?id=1404> or ordered from the FEMA Publication Warehouse (800) 480-2520].
8. * **FEMA MT-1, FEMA Form 81-87** (Expires 2/28/2014) – “Revisions to National Flood Insurance Program Maps” [Available from the FEMA webpage <http://www.fema.gov/library/viewRecord.do?id=1492> or ordered from the FEMA Publication Warehouse (800) 480-2520].
9. **FEMA MT-2, FEMA Pub# 81-89** (Expires 2/28/2014) – “Application Forms and Instructions for Conditional Letters for Map Revision and Letters of Map Revision” [Available from the FEMA webpage <http://www.fema.gov/library/viewRecord.do?id=1493> or ordered from the FEMA Publication Warehouse (800) 480-2520].
10. **FEMA 467-1** Floodplain Management Bulletin, Elevation Certificate, May 2004 (or later printing) [can be downloaded from the FEMA Web Page <http://www.fema.gov/library/viewRecord.do?id=1727> or ordered from the FEMA Publication Warehouse (800) 480-2520]

11. **FEMA/NFIP Elevation Certificate and Instructions**, FEMA Form 81-31, OMB No. 3067-0077, (Expires 3/31/2012) [Elevation Certificate can be downloaded from the FEMA Web Page <http://www.fema.gov/library/viewRecord.do?id=1383> or ordered from the FEMA Publication Warehouse (800) 480-2520]
12. **FEMA 213**, (5/91 or later printing) “Answers to Questions about Substantially Damaged Buildings” [Available from the FEMA webpage <http://www.fema.gov/library/viewRecord.do?id=1636> or ordered from the FEMA Publication Warehouse (800) 480-2520].
13. **FEMA 345**, Hazard Mitigation Grant Program Desk Reference (10/99 or later printing) [Available from the FEMA webpage <http://www.fema.gov/library/viewRecord.do?id=1472> or ordered from Publication Warehouse (800) 480-2520].
14. **FEMA FY 2010 Hazard Mitigation Assistance (HMA) Unified Guidance** (06/2009 or later printing) [Available from the FEMA webpage <http://www.fema.gov/library/viewRecord.do?id=3649> or ordered from Publication Warehouse (800) 480-2520].
15. **FEMA Technical Bulletins TB-1 through TB-11**, and “NFIP Fact Sheets” (Various dates – watch for future publications and updates) [Available from the FEMA webpage www.fema.gov/plan/prevent/floodplain/techbul.shtm or ordered from Publication Warehouse (800) 480-2520].
16. **FEMA 301** (9/03 or later printing) “Increased Cost of Compliance (ICC) Coverage – Guidance for State and Local Officials”, [Available from the FEMA webpage <http://www.fema.gov/library/viewRecord.do?id=1532> (and additional ICC information at <http://www.fema.gov/plan/prevent/floodplain/ICC.shtm> or ordered from the FEMA Publication Warehouse (800) 480-2520].
17. **FEMA 268** (6/96 or latest printing) “Protecting Floodplain Resources- A Guidebook for Communities” [Available from the FEMA webpage <http://www.fema.gov/library/viewRecord.do?id=1419> or ordered from Publication Warehouse (800) 480-2520].
18. **National Flood Insurance Program (NFIP) Community Rating System (CRS) Coordinator’s Manual**, FEMA Pub# FIA-15 (01/2007 or later printing) [Available from the FEMA webpage <http://www.fema.gov/library/viewRecord.do?id=2434> or ordered from Publication Warehouse (800) 480-2520].
19. **FEMA 386**, (5/05 or later printing) “State and Local Mitigation Planning – How-to Series”, 1 through 8 [Available from the FEMA webpage http://www.fema.gov/pdf/fima/386-6_Front%20Matter.pdf or ordered from Publication Warehouse (800) 480-2520].
20. **State Floodplain Management Quick Guides**, AK, AL, CO, IL, MI, MO, MS, NM, SC, TX, UT; and other states [Available from the NFIP State Floodplain Manager in your state, contact information is available at www.floods.org/index.asp?menuID=274&firstlevelmenuID=185&siteID=1].
21. **FEMA F-083** – “Mandatory Purchase of Flood Insurance Guidelines”, September 2007. [Available from the FEMA webpage <http://www.fema.gov/library/viewRecord.do?id=2954> or ordered from Publication Warehouse (800) 480-2520].
22. **FEMA100 (1986) and FEMA 284 (1994)** – “A Unified National Program for Floodplain Management” [Available from the FEMA webpage <http://www.fema.gov/hazard/flood/pubs/lib100.shtm> or ordered from Publication Warehouse (800) 480-2520].
23. **FEMA 322** - “Public Assistance Guide” (June 2007 or later) [Available from the FEMA webpage http://www.fema.gov/government/grant/pa/pag07_t.shtm or ordered from Publication Warehouse (800) 480-2520].
24. **NFIP Flood Insurance Manual** (Oct 2011 or later) [Available from the FEMA webpage <http://www.fema.gov/business/nfip/manual.shtm> or ordered from Publication Warehouse (800) 480-2520].