

Tracking Form for Certified Clean Communities Coordinators (CCCC)

This tracking form has been created to help Certified Clean Communities Coordinators track credit hours. You may use this registration form to track your credit hours if you are a Certified Clean Communities Coordinator (CCCC) who completed your **initial** certification during the year **2016**. **Please note that this form IS NOT the official Rutgers/OCPE credit reporting form which must be submitted directly to Carol Broccoli by December 31, 2018.**

Name:

Organization you represent in Clean Communities:

Address Line 1

Address Line 2

Email:

Phone:

Fax:

Initial certification as a Clean Communities Coordinator requires the completion of a total of 20 credit hours, including CCCC Basic Training, submission of a final assignment., and 2 additional credit hours.

Please indicate the dates you attended CCCC Basic Training (18 hours):

Spring 2016 Session

- 3/02/16
- 3/09/16
- 3/16/16

Summer 2016 Session

- 8/11/16
- 8/18/16
- 8/25/16

Fall 2016 Session

- 10/27/16
- 11/03/16
- 11/10/16

Please indicate the event or meeting at which you earned the 2 additional credits hours required to complete your initial certification (If you took basic training in 2016, you were required to complete the initial certification by December 31, 2016):

Conference - Kids-Teens Awards (5 credits)

- Atlantic City (5/25/16)

Conference - Clean Communities Seminar (2 credits)

- Atlantic City (5/26/16)

NJ State League of Municipalities Conference - Workshop (2 credits)

- Atlantic City (11/15/16)

County Coordinator Meeting (Please list location, date and # of approved credits:

International Coastal Cleanup – please list location/s and date/s:

Attendance at another session of the initial training course (Please list location, date and # credits approved):

Other event/seminar/workshop for which you earned 2 additional credit hours Please list location, date and # credits approved)

:

CCCC certification requires the submission of a final assignment. Did you submit the final assignment? Yes - No

CCCC certification, requires the timely submission of statistical reports or a letter requesting an extension to spend remaining funds. Please list **statistical report numbers** for the following years:

- 2014
- 2015
- 2016
- 2017
- 2018

If you did not submit a statistical report, please explain why:

Was your certificate presented or mailed?

- Presented
- Mailed

If the certificate was presented, please list the date it was presented:
(optional)_____

If the certificate was mailed, please list date it was received:
(optional)_____

Re-Certification, End-Date, December 31, 2018

CCCC re-certification requires coordinators to earn 20 credit hours within 2 years of initial certification. Coordinators must take 2 days of the safety training, 1 classroom and 1field, totaling 9 credit hours.

Please check the dates you took safety training.

Summer 2016

- June 13 (class)
- June 15 or June 16 (field)

Fall 2016

- September 21 (class)
- October 13 or October 21 (field)

Summer 2017

- June 13 (class)
- June 23 or June 29 (field)

Fall 2017

- October 31 (class)
- November 9 (field)

Fall 2018

- October 3 (class)
- October 4 (field)

How did you earn the additional 11 credits needed to recertify? Please note: events/meetings must be pre-approved for re-certification credits and documented with sign-in sheets. Sign-in sheets must be submitted to Rutgers OCPE no later than 2 weeks after the event/meeting occurs.

Listed below are the events hosted by NJCCC which entitled coordinators to recertification credits.

Conference - Kids-Teens Awards (5 credits)

- Atlantic City (5/25/16)
- West Orange (5/24/17)
- Lambertville (5-23/18)

Conference - Clean Communities Seminar (2 credits)

- o Atlantic City (5/26/16)
- o West Orange (5/25/17)
- o Lambertville (5/24/18)

NJ State League of Municipalities Conference - Workshop (2 credits)

- o Atlantic City (11/15/16)
- o Atlantic City (11/14/17)
- o Atlantic City (11/13/18)

Other:

Name of Event:

Location of event:

Date of Event:

Was the event approved for credit hours?

Did you sign in and/or follow guidelines for implementation?

How many hours did you earn?

Name of Event:

Location of event:

Date of Event:

Was the event approved for credit hours?

Did you sign in and/or follow guidelines for implementation?

How many hours did you earn?

Name of Event:

Location of event:

Date of Event:

Was the event approved for credit hours?

Did you sign in and/or follow guidelines for implementation?

How many hours did you earn?

Name of Event:

Location of event:

Date of Event:

Was the event approved for credit hours?

Did you sign in and/or follow guidelines for implementation?

How many hours did you earn?

Name of Event:

Location of event:

Date of Event:

Was the event approved for credit hours?

Did you sign in and/or follow guidelines for implementation?

How many hours did you earn?

Please note: To retain certification status, CCCC must compete 20 credit hours within 2 years of initial certification. Failure to earn 20 credit hours will result in de-certification.