

**International Association of Facilitators Application for Funding Assistance for Accreditations**

*Part I: Candidate Information*

Please complete the following items as part of your application package. This document, when completed, should be returned via electronic mail to:

**Administrator, IAF Facilitator Certification Program Email:** [**certify@iaf-world.org**](mailto:certify@iaf-world.org)

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| **A. Contact Information** | |
| Candidate Name |  |
| Company Name |  |
| Business Telephone |  |
| Business Fax |  |
| Email Address |  |
| Preferred Address |  |
| Home Telephone |  |
| Preferred Contact Location (please  specify either “home” or “work”) |  |
| Specific Event or Geographic Preference (if any) |  |

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| **Assessment Area (*total of 1500 words*)** |
| Describe your financial need. |
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| Describe how you use facilitation on a regular basis – work and/or life. |
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| Describe how you encourage others to use facilitation through mentoring, training, etc. |
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| How long have you been a member of the IAF? For which years? Do you agree to remain a member of the IAF for at least the next 3 years? |
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| Describe how you support IAF’s Vision, Mission, Values, and Code of Ethics. |
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| **Assessment Area (*total of 1500 words*)** | |
| Describe how you have met the IAF Core Competencies. | |
| **IAF Core Competency** | **How you meet the competency** |
| **A. Create Collaborative Client Relationships** The Facilitator prepares properly to meet client needs. |  |
| **B. Plan Appropriate Group Processes**  The Facilitator designs and selects the right processes and tools that deliver the desired outcome while supporting a diverse group of participants, characteristics, and thinking styles to reach consensus. |  |
| **C. Create and Sustain a Participatory Environment**  The Facilitator is able to manage communication and conflict, enable creativity, and encourage participation. |  |
| **D. Guide Group to Appropriate and useful Outcomes**  The Facilitator is able to execute the designed processes, guide the group, stay on track, and achieve the desired outcome. |  |
| **E. Build and Maintain Professional Knowledge**  The Facilitator continues to be part of the profession and continues to learn new concepts and ideas. |  |
| **F. Model Positive Professional Attitude**  The Facilitator is able to remain neutral, act with integrity, and be self-aware. |  |
| Describe how receiving a CPF designation will impact your life and why it is important to you. | |
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| Describe how you are an active member of the IAF. This may include, but is not limited to,: participating in a local chapter, working on the board, attending IAF Conferences, volunteering to help at IAF Conferences, presenting at professional development events, organizing professional development events around facilitation, or volunteering for a working group. | |
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