



Introduction & What to Expect

Overview

The CFM® exam measures a person's knowledge of a community's responsibilities under the National Flood Insurance Program and related floodplain management topics. The CFM® exam contains questions in the proportions shown for the following seven topic categories:

| | |
|--------|--|
| 20-25% | Floodplain Mapping |
| 20-25% | NFIP Regulatory Standards |
| 15-20% | Regulatory Administrative Procedures |
| 10-15% | Flood Insurance |
| 10-15% | Flood Hazard Mitigation |
| 10-15% | Natural and Beneficial Functions |
| 5-10% | Overall context of Floodplain Management |

Recommended Prerequisites

The Certification Board of Regents recommends CFM® exam takers have either: a minimum of two years of full-time floodplain management experience; OR a higher education degree in a related field; OR complete the four-day 0273 *Managing Floodplain Development through the National Flood Insurance Program* course, which is offered by EMI (E0273), by FEMA Regions (L0273) or by ASFPM, a state NFIP coordinator or state ASFPM chapter (G0273). E/L/G0273 courses are designed to provide basic training on NFIP minimum requirements for local officials administering floodplain management programs. The 0273 course is **not** an exam prep class, but it does focus on the NFIP and concepts of floodplain management, maps and studies, minimum regulations, ordinance administration, and the relationship between floodplain management and flood insurance.

NOTE: The CFM® exam is a national exam. Questions are based on the minimum NFIP regulatory standards. Some states (and communities) may have higher regulatory standards. Keep in mind that CFM® exam questions must be answered according to the **minimum NFIP regulatory standards**.

Preparing for the Exam

After meeting recommended prerequisites, you should review the list of study resources in the **CFM® Exam Technical References** collection in the [ASFPM Library](#). The answer to every question on the exam was verified using those resources.

The most frequently cited technical reference for the CFM® Exam is **FEMA Publication 480**, "*National Flood Insurance Program (NFIP) Floodplain Management Requirements, A Study Guide and Desk Reference for Local Officials*". This resource also contains a series of quizzes (learning checks) with answers in the appendices. FEMA 480 is available for download [here](#) from the ASFPM Library.

FEMA's Emergency Management Institute Courses

All EMI online and resident courses are **FREE**. EMI also provides **free on campus lodging**. FEMA reimburses eligible local, state, territorial and tribal government attendees for allowable travel expenses. All students staying on campus must purchase a non-reimbursable meal ticket (approximately \$125 for the week). Students sponsored by governmental entities receive priority. Non-government attendees should contact EMI Admissions at (301) 447-1035 to ask about attending. Generally, you need to apply for courses at EMI at least six weeks prior to the start of class, but classes tend to fill up quickly so apply early. EMI is located in Emmitsburg, MD. You can find the EMI course schedule and application materials at <https://training.fema.gov/emi.aspx>. The courses are listed by the course number preceded by the letter "E." These courses may also be offered in your local area with the same titles and course numbers preceded by the letter "L" or "G." Hosting organizations for these field courses may charge a fee to cover the cost of facilities, snacks, instructor travel, etc.

ASFPM State/Regional Chapters

They are a great source for training, professional networking, industry news and upcoming events in your state. ASFPM chapters also hold conferences and training throughout the year. To learn more about ASFPM chapters click [here](#).

State Floodplain Manager

Each state has an NFIP coordinator, also called a state floodplain manager (FPM), who is responsible for assisting communities with their requirements under the NFIP. They are your first point of contact for any questions, issues or concerns you have about the program and state floodplain laws (which may be more restrictive than the NFIP minimum standards). Contact your [state FPM](#) for assistance or to inquire about upcoming trainings in your area.

Disclaimer

Since the exam questions change often, **ASFPM does not have, endorse, or provide CFM® exam preparation classes**. Rather, CBOR provides advice on recommended prerequisites in the above section and the **CFM® Exam Technical References** collection in the [ASFPM Library](#) as the best way to prepare.

ASFPM provides this guidance to assist in preparing for the exam. ASFPM cannot make guarantees or warranties concerning the use of this information. Attendees should not assume they will pass the CFM® exam by only reviewing these resources or only completing the recommended training.