

# ELEVATION CERTIFICATE VIRTUAL WORKSHOPS



## HOW TO COMPLETE THE FEMA EC CORRECTLY FOR EVERYONE

Hosted by the West Virginia Emergency Management Division

**WHEN:** Fri, Mar 14, 2025  
9:00 AM - 4:30 PM EST

**WHERE:**  
Virtual (Microsoft Teams)

**REGISTRATION LINKS:**  
[Friday Workshop](#)

**CEU/PDU/PDH** 6 – CFM, 6 – PS; 6 – PE, 6 – BO/BI

*Depending on state/agency reciprocity:*  
6 – AICP, 0.6 – ICC

**INSTRUCTOR:** [Del Schwalls, PE, CFM](#) | President, Schwalls Consulting LLC

### COURSE DESCRIPTION:

This course will:

- Provide detailed training on completing a FEMA EC accurately and in its entirety, allowing full compliance with any program that requires submission of an EC.
- Review the new **2023** EC and provide guidance on implementation and use.
- Cover EC requirements for surveying, foundation flood openings, and certification.
- Review how the EC should be completed by the EC certifier and how it should be reviewed by the local community.

- Review Community Rating System (CRS) requirements for an EC and those portions that can differ from other programs.
- Identify portions of the EC instructions that should not be used, to achieve full compliance with all programs.
- Include common errors and omissions, review of the various EC building diagrams, and real-world examples.
- Review major changes compared to the 2019 version of the EC, including how Risk Rating 2.0 (RR2.0) insurance requirements affect the EC.

### COURSE OBJECTIVES:

- Learn to complete a FEMA EC to satisfy the requirements of any program.
- Understand the data needs for each individual EC section.
- Understand the EC certifier's role and responsibility in completing EC.
- Understand the local official's role in reviewing ECs for accuracy and compliance purposes.
- Understand how the EC is used by CRS.

- Understand how the EC is used for insurance under RR2.0.
- Understand changes between the 2019 and 2023 EC.
- Change attendee's approach to ECs from 'minimum needs' to 'best practice'.
- Avoid common mistakes that can invalidate the EC for certain programs, including mandatory CRS prerequisites.

### REFERENCE MATERIALS:

Please download the following Elevation Certificate Handouts at [Dropbox Link](#) or [Google Drive Link](#), review them beforehand, and have them available during the workshop.

- FEMA EC Instructions & Form (**2023**) • FEMA 467-1 FPM Bulletin: EC (04-2004) • EC Correction Memorandum Template
- EC Workshop Notes Pages • Non-Engineered Opening Guide • Schwalls Consulting FEMA EC 2019 to 2023 Comparison

*\*REGISTRATION IS LIMITED TO THE FIRST 50 REGISTRANTS FOR EACH WORKSHOP*