



Certified Municipal Official Program - Emeritus Certification

The **CMO Emeritus Program** offers municipal government training in one-day and multi-day events and specialized webinars and online training designed for elected municipal officials – mayors and councilmembers – to comply with the Alabama Municipal Officials Training Act signed into law on May 8, 2024, requiring 5 credit hours of municipal government training annually. The enrolled official must have earned the Basic and Advanced Certified Municipal Official designation. This designation recognizes mayors and councilmembers who have excelled beyond the requirements of the Basic and Advanced Programs and is a mark of distinguished service for officials who have consistently engaged in municipal government and leadership for many years. The CMO Emeritus certification is the highest level in the Certified Municipal Official Program. Enrolled officials must complete an additional 120 credit hours and 15 emeritus points. Graduates are recognized for their achievement at the annual graduation ceremony where they are presented with a CMO Emeritus pin and award.

Prerequisite: Must be an elected municipal official – mayor or councilmember. Must have earned the designation of Advanced Certified Municipal Official.

Criteria: Must complete an additional 120 CMO credit hours and accumulate 15 points in the Emeritus Program. Credit hours received in the basic and advanced programs **do not transfer to the Emeritus program**. Only events listed below qualify for both credit hours and one (1) point each (up to six (6) points per year). **ALM Standing Committee Membership and Meeting Attendance**; Attendance at the **ALM Convention**; Attendance at the **NLC City Summit**; Attendance at the **NLC Congressional City Conference**; Attendance at the **Municipal Legislative Advocacy Day** and meeting with Legislators; Attendance at the **Municipal Leadership Institute**.

Tiered emeritus level recognitions: In 2024, ALM expanded recognition for officials who have excelled in the emeritus program.

CMO Emeritus	120 credit hours and 15 points
CMO Emeritus II	200+ credit hours and 20 points
CMO Emeritus III	300+ credit hours and 30 points
CMO Emeritus IV	400+ credit hours and 40 points

Email Address for CMO Communications: The CMO Program requires a unique email address for each official. This email address is used to send emails with an event credit form link, to notify officials of upcoming training and to share timely and important information. We ask you to provide an active and routinely checked email address for these purposes. We are committed to keeping your e-mail address confidential. We do not sell, rent, or lease our contact data or lists to third parties, and we will not provide your personal information to any third-party individual, government agency, or company at any time without your permission unless compelled to do so by law.

Credit Hours: Officials must complete an online credit form provided by email to officials for each event with qualifying CMO credit hours. Officials are responsible for submitting online credit forms as instructed to ensure proper posting of credit hours. Officials should review credit hours following an event. Transcripts may be printed enabling officials to track their progress and compliance with the Alabama Municipal Officials Training Act.

Non-League Training: The CMO Emeritus Program does not permit credit hours from non-League events except for National League Meetings: City Summit and Congressional City Conference. These two meetings qualify for one (1) emeritus point each.

Program Transcript: Officials should review their transcript after submitting a credit form following an event qualifying for CMO credit hours or submitting an online training test. Officials are responsible for tracking their credit hours following an event by signing into the ALM Member Portal where the CMO transcript can be reviewed and printed enabling an official to track their progress and compliance with the Alabama Municipal Officials Training Act. If you do not have a username and password please contact Alexis Kelly, akelly@almonline.org for assistance.

Graduation: An official graduation ceremony is held each year to honor the Emeritus CMO recipients who have completed the program during the preceding year. Graduates receive a CMO pin and award.

Officials No Longer in Office: Officials who enrolled and participated in the Emeritus Program during their term of office but left office before program completion have one year to engage in online training to earn credit hours (no points). Upon completion of program requirements within the ascribed time, the participant will earn the official designation and be mailed graduation documents to the address provided by the participant. Contact the CMO Program Administrator for assistance.