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Course

Getting Ready for The CFRE

COURSE

Category: CFRE (Certified Fund Raising Executive)

Getting Ready for The CFRE

Trained by



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1. [Home](#)
2. Course

Course Summary

A comprehensive course covering the things you need to know to prepare yourself for the CFRE Exam. This course covers all the domains found in the test—finding and researching donors for your nonprofit; telling your story by building a compelling case for support; how to build good donor relationships; creating a development plan; soliciting donors; management of the development program; the role of board, staff, and volunteers in fundraising; and ethics and accountability.

Who can benefit?

Anyone in the fundraising field who wants a basic soup-to-nuts course, particularly those who are planning to sit for the CFRE Exam within the next year.

What you will learn?

- How to create a development plan
- How to identify individuals, foundations, and businesses to support your organization

- How to create a case for support
- How to solicit donors for annual support, capital campaigns, and planned giving
- The importance of ethics and accountability in fundraising
- How to cultivate and steward donors
- How board members and volunteers can help staff raise funds
- How to manage the development program

How to get certified?

Applications for Initial Certification require candidates to document information in three categories: Education, Professional Practice, and Professional Performance. The application works on a point system.

Candidates must document a minimum number of points in each of the three categories in order to be approved to take the CFRE examination.

Your online application at **My CFRE** will automatically calculate points for you.

Your application must be approved before you can be scheduled for the CFRE exam.

Minimum points required in each application category for Initial Certification:

EDUCATION: 80 points (must be within the past 5 years)

Education includes continuing education on fundraising topics (including conference attendance), academic degrees, teaching on fundraising topics, authoring on fundraising topics, and service learning through volunteer experience. CFRE does not directly offer education. Candidates should choose their own educational programs that provide them with the most benefit, keeping in mind that the length and rigor of a program contribute to its value.

PROFESSIONAL PRACTICE: 36 points (must be within the past 5 years)

1 month of employment = 1 point. Only 1 point will be awarded for any given month regardless of the number of employers or clients.

Candidates for the CFRE credential must be or have been employed full-time as a professional member of a fundraising staff or as a fundraising consultant to nonprofit organizations; at least 50% of their job duties and responsibilities must consist of fundraising activities, resource development, and/or the management of fund development which results in generation of philanthropic support.

Candidates who are or have been employed half-time (defined by CFRE International as 50% FTE or greater) may also qualify, providing 100% of their job duties and responsibilities consist of fundraising activities, resource development, and/or the management of fund development which results in generation of philanthropic support.

Consultants must submit a client list for the time period claimed as a consultant. *For professionals with less than 5 years (60 points) of employment in fundraising, completion of an academic degree in fundraising, and/or an intensive certificate program in fundraising is highly recommended.

PROFESSIONAL PERFORMANCE: 55 points (must be within the past 5 years) Candidates can earn points in any of the following three areas, or a combination thereof. It is not necessary to document points in each of the categories.

Actual funds raised: 1 point = Equivalent raised in candidate's local currency of USD 25,000. Fundraisers in non-OECD member countries will receive 1 additional point for each point of Actual Funds Raised.

Communications projects: 5 points for each project with outcomes that had a measurable impact on the success of fundraising for the organization.

Management projects: 5 points for each project with outcomes that had a measurable impact on the success of fundraising for the organization.

All certificants must also agree to abide by the Donor Bill of Rights .

Questions about the CFRE application process? Contact succeed@cfre.org .

This course is approved by CFRE International for 16 continuing education points

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