



NACVA SUPPORT GROUP APPLICATION

Application & Qualifications for Specialized Groups/Teams and Committees

As you might imagine, there are many ways members can be involved in NACVA. If you are interested in taking part in our growth and development or merely obtaining qualified referral services from Headquarters (HQ), simply complete the following Application. We depend on the participation of members like you for growth in and expansion of services and benefits to our members.

I am interested in participating in the following area(s): *See pages 4–7 for a brief description of each Support Group or Committee.*

(CHECK ALL THAT APPLY)

- Training Team (TT)
- Mentor Support Group (MSG)
- *Speakers Bureau (SB)
- *Writers' Guild (WG)
- *Credentialed Subcontractors (CSC)
- Committees (*Indicate up to two Committees*)
 - Annual Conference Committee
 - Course Review Committee
 - CVA Exam Grading Committee/Team

* To sign up for Speakers Bureau, Writers' Guild, and/or Credentialed Subcontractors, you must do so **online** at www.NACVA.com. Click on **Member Login**, enter **Member #** and **Password**. Click on **Update My Directory Information**, Select "Add listing. . ." to any or all of the **Speakers Bureau**, **Writers' Guild**, and/or the **Credentialed Subcontractors Directory**.

- Practice/Business Development Committee
- Standards Committee
- State Chapter Committee

ALL APPLICANTS COMPLETE THIS SECTION: (PLEASE PRINT)

Date: _____

Name: _____ Website: _____

Firm/Company Name: _____

Address: _____

City: _____ State: _____ ZIP: _____

Tel: _____ Fax: _____ E-mail: _____

1. Years of experience in business valuation services: < 1 2–4 5–7 8–10 11+
2. Years of experience in litigation support services: < 1 2–4 5–7 8–10 11+
3. Years of experience in fraud and financial forensics services: < 1 2–4 5–7 8–10 11+
4. Do you have a NACVA credential? Yes No If yes, which one(s)? CVA MAFF ABAR
 - 4a. If you are a CPA, how many years experience? < 5 6–10 11–15 16–20 21+
5. Approximate number of valuations in which you have been involved in your career: < 20 21–40 41–70
 71–100 101–200 201+
6. Have you attended NACVA's CVA Business Valuation Training Center? Yes No If yes, when? _____
7. Do you have prior teaching and presentation experience? Yes No
8. Describe the extent of your experience: _____

9. We request all applicants include their *curriculum vitae* (CV) and a business photograph with this application, and any other support material deemed relevant. Check if CV is included: Yes No Check if Photo is included: Yes No

FAX OR MAIL APPLICATION TO:

NACVA • 5217 South State Street • Suite 400 • Salt Lake City, UT 84107-4812 • Fax: (801) 486-7500

ONLY TT APPLICANTS NEED TO COMPLETE #'s 10-13

10. List up to five PowerPoint presentations on Business Valuation, Financial Forensics, Litigation, Fraud Prevention & Detection, Estate Planning, and/or Consulting/Business Enhancement related topics you've given in the last two years.

	<u>PRESENTATION TITLE</u>	<u>WHERE/TO WHOM PRESENTED</u>	<u>LENGTH (# hrs/days)</u>	<u>DATE Developed</u>
1.	_____	_____	_____	_____
2.	_____	_____	_____	_____
3.	_____	_____	_____	_____
4.	_____	_____	_____	_____
5.	_____	_____	_____	_____

11. Are you interested in **Presenting** a 1–2 hour conference presentation for NACVA? Yes No

If Yes, describe any prior experience giving presentations: _____

12. Do you speak/read/write a foreign language? Yes No If yes, what language(s): _____

13. The following is a list of the topics (courses) currently being taught/developed by NACVA; please **indicate up to eight topics on which you feel most qualified presenting and/or developing/authoring**. In addition, *or* if there are no topics (courses) listed below that you are interested in, you can list at the top of the following page up to **three topics** on which you would be interested in presenting and/or developing/authoring. To help us understand the depth of the subject matter, indicate the approximate length of time you could easily devote to presenting on the topic listed. Insert letter(s) below:

P = Present/Teach

D = Develop Course (*Developing involves creating a course from scratch.*)

A = Author on Topic (*Authoring involves updating an existing course or contributing to the development of a new one.*)

VALUATION THEORY & TECHNIQUES

- ___ ASC 350, 360, 718, 805, and 820*
- ___ Applying Market/Guideline Method
- ___ Build-up Methods
- ___ Business Valuation—Fundamentals
- ___ Business Valuation—Advanced
- ___ Cap/Disc Rates/Cost of Capital
- ___ Corporate Valuation: Theory/Application
- ___ Current Update in Valuations (CUV)
- ___ Discounts & Premiums
- ___ Family Owned Businesses
- ___ Levels of Value
- ___ Normalizing/Projecting Earnings
- ___ Report Writing for Business Valuation
- ___ Valuation Methods
- ___ Valuing Intangible Assets & IP
- ___ Other (list): _____

SPECIAL APPLICATIONS

- ___ Case Law
- ___ ESOP Valuations/Applications
- ___ Mergers & Acquisitions—Fundamentals
- ___ Mergers & Acquisitions—Advanced
- ___ Valuation for Bankruptcy/Restructuring
- ___ Valuation Issues—Eminent Domain
- ___ Valuation Issues—Natural Disasters
- ___ Valuing Auto Dealerships
- ___ Valuing Banks/Financial Institutions
- ___ Valuing CPA Firms
- ___ Valuing Compensation Arrangements
- ___ Valuing Construction Companies
- ___ Valuing Distressed Companies
- ___ Valuing Dotcom Companies
- ___ Valuing Economic Compensation
- ___ Valuing Family Limited Partnerships (FLP)
- ___ Valuing Food Establishments
- ___ Valuing Insurance Companies
- ___ Valuing Law Firms
- ___ Valuing Manufacturers/Distributors
- ___ Valuing Medical Practices/Medical Institutions
- ___ Valuing Retail Stores
- ___ Valuing Options/Warrants
- ___ Valuing Pass-through Entities
- ___ Valuing Preferred Stock
- ___ Valuing Service Companies
- ___ Valuing Software Companies
- ___ Valuing Trucking Companies
- ___ Other (list): _____

LITIGATION CONSULTING

- ___ Business Damages
- ___ Commercial Damages Law
- ___ Deposition—Theory/Practice
- ___ Dispute Resolution
- ___ Economic Theory & Modeling
- ___ Expert Testimony
- ___ Federal Rules of Evidence
- ___ Intellectual Property—Law
- ___ Intellectual Property—Valuation
- ___ Litigation Consulting
- ___ Matrimonial Litigation
- ___ Mediation Skills
- ___ Negotiation Skills
- ___ Personal Damages
- ___ Report Writing for Litigation
- ___ Statistical Analysis
- ___ Other (list): _____

OTHER CONSULTING AREAS

- ___ Estate Tax—Fundamentals—Advanced
- ___ Estate Tax—Planning
- ___ Sarbanes–Oxley (SOX)
- ___ Other (list): _____

FINANCIAL FORENSICS CONSULTING

- ___ Forensic Accounting—Fundamentals
- ___ Forensic Accounting—Advanced
- ___ Fraud—Prev, Detec, & Investig
- ___ SAS 99
- ___ Other (list): _____

PRACTICE ENHANCEMENT

- ___ Buying/Selling a Business
- ___ Economic & Industry Research
- ___ Healthcare Consulting
- ___ Marketing Services
- ___ Succession (Exit) & Transition Planning
- ___ Valuation Standards & Ethics
- ___ Other (list): _____

* Replaces: FASB's 142, 144, 123R, 141R, and 157

13. *Continued.* . .

Topics You Can Present/Teach, Develop and/or Author Not Listed Previously

(or—Other topics You Suggest NACVA Offer)

SUGGESTED LENGTH

(# Hours or Days)

1.		
2.		
3.		

ONLY MSG APPLICANTS NEED TO COMPLETE #'s 14-17

AREA(s) of SPECIALIZATION

14. Check up to **TEN** Areas.

Valuation

Valuation Related Specialties:

- Adequacy of Life Insurance
- Allocation of Acquisition Pricing
- ASC 350, 360, 718, 805, and 820*
- Bankruptcy & Foreclosures
- Buy/Sell Agreements
- Charitable Contributions
- Compensation Arrangements
- Employee Stock Ownership Plans (ESOPs)
- Estate & Gift Tax
- Fairness Opinions
- Family Limited Partnerships
- Financial Instruments & Derivatives
- Financing
- Franchise Valuation or Evaluation
- Gifting Programs
- Incentive Stock Option Programs
- Initial Public Offerings (IPOs)

- Intellectual Property
- Lease v. Buy
- Liquidation or Reorganization
- Mergers & Acquisitions
- Purchase/Sale of a Business
- Succession (Exit) Planning
- Other (list): _____

Litigation

Litigation Support & Related Specialties:

- Business, Consumer, or Employee Fraud
- Commercial Damages
- Disruption of Business
- Dissenting Shareholder Actions
- Distressed & Insolvent Businesses
- Divorce
- Economic Loss Analysis
- Eminent Domain
- Intellectual Property

Litigation (continued)

- Mediation & Arbitration
- Partner Disputes
- Pensions, 401(k) Benefits
- Personal Injury
- Receiverships
- Split-ups & Spin-offs
- Wrongful Death
- Wrongful Termination
- Other (list): _____

Financial Forensics

Financial Forensics Related Specialties:

- Financial Forensics
- Fraud Prevention & Detection
- Fraud Investigation
- Other (list): _____

*Replaces: FASB's 142, 144, 123R, 141R, and 157

INDUSTRY SPECIALIZATION(S)

15. List up to **eight Industry Specializations** and their SIC or NAICS Code.

	<u>SIC CODE</u>	<u>NAICS CODE</u>	<u>INDUSTRY</u>
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____
4.	_____	_____	_____
5.	_____	_____	_____
6.	_____	_____	_____
7.	_____	_____	_____
8.	_____	_____	_____

16. Would you be willing to act as a **Mentor** to provide support to newly credentialed members? Yes No
The purpose of this program is to assign Mentors to individuals requesting support.

16a. If "Yes" to 16, how many individuals can we assign to you per year? 2 4 6 Other _____

16b. If "Yes" to 16, which of the following credentialed members would you be willing to mentor?
 CVAs MAFFs ABARs

17. **BVM Pro User Mentor Program**—I am familiar with BVM Pro well enough to Mentor users of both the software and in Excel and am willing to do so.

DESCRIPTION OF NACVA SUPPORT GROUPS

Training Team (TT)

The Training Team is open to NACVA members (preferably certified) and some non-members. TT members should have experience providing business valuation, litigation and/or financial forensics services, and related consulting as well as teaching. These requirements are not mandatory as we periodically offer unrelated courses and we have found that some of our best instructors had little or no prior teaching experience. The TT's role is to develop and instruct NACVA's courses offered through the Consultants' Training Institute (CTI). Each course has a team of instructors responsible for its development and execution. Instructors and developers receive a compensation package along with a variety of other benefits.

Mentor Support Group (MSG)

The Mentor Support Group is open to credentialed NACVA members with five or more years experience providing business valuation, financial forensics, litigation support, and/or fraud consulting, and related services. This program was established to extend mentoring support to our membership. MSG Mentors may charge a pre-established consulting fee to the member requesting services, with a minimum fee for each call fielded. MSG Mentors often receive referrals as HQ and members often refer business within this group.

Speakers Bureau (SB)

The Speakers Bureau is a group of members and non-members who are interested in presenting at NACVA conferences and making special presentations for our State Chapters and for other accounting, legal, and various professional organizations. A compensation package is provided to those speakers we utilize.

Credentialed Subcontractors (CSC)

Credentialed Subcontractors is a support group stemmed from a dual need from our credentialed members—those who have limited business valuation (BV) experience and want more, and those who have too much business to handle alone or want to build their business but need staff or outsourced support. Credentialed members of NACVA wishing to gain experience in the BV arena with the mentoring guidance of a seasoned professional, can subcontract their support to members of NACVA who are in need of staff support. Not only does this benefit the member joining the group by paving a way for him or her to gain that crucial experience, but it also benefits our more seasoned members by providing a qualified resource. Prerequisites for joining are that you hold a NACVA credential, be prepared to accommodate requests for your services in a responsive, timely manner, and willing to bill your time sub-contracting to other members at a reasonably low rate.

Writers' Guild (WG)

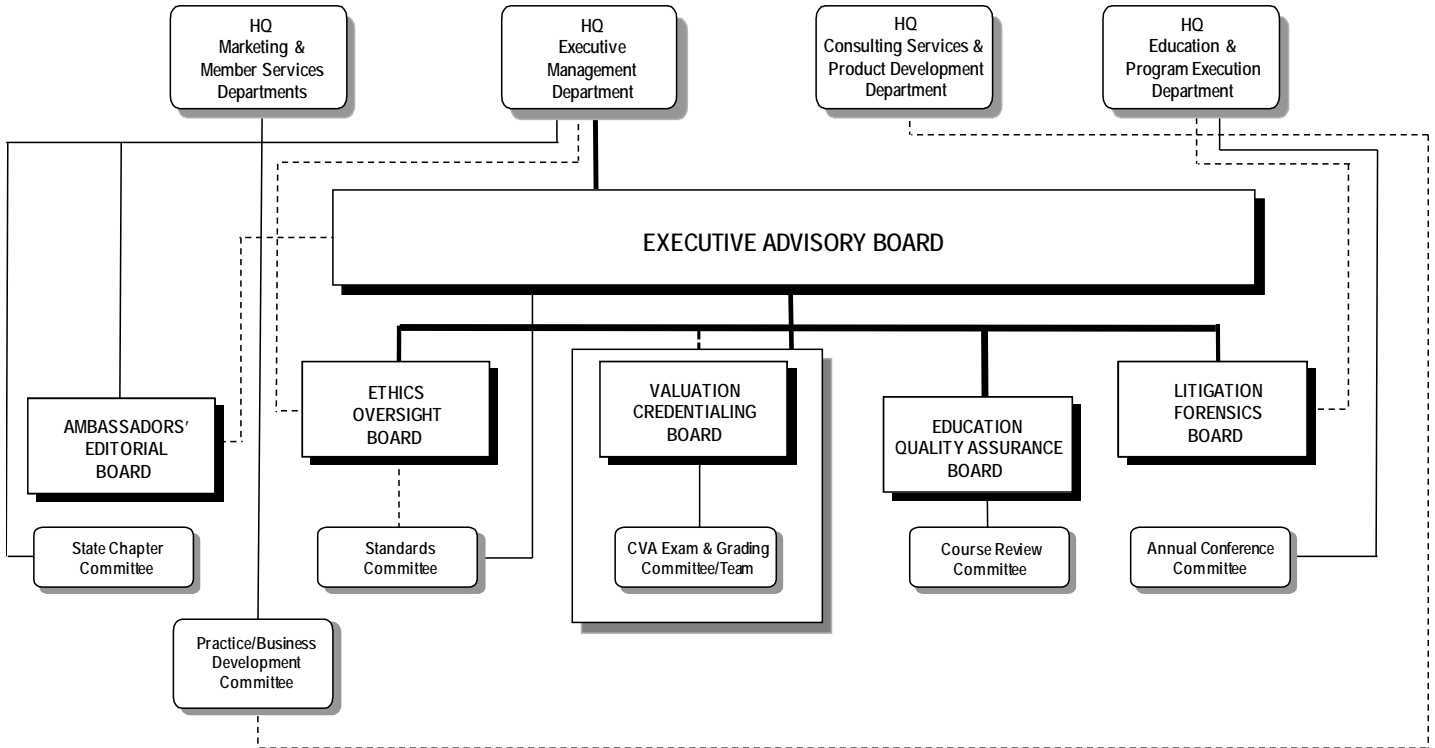
The Writers' Guild was created to help members attain both local and national exposure. It is comprised of members who are interested in furthering their careers by authoring articles, essays, case studies, and white papers in their areas of interest/expertise. NACVA's Public Relations Department has created a nationwide network of editors and publishers from the business, accounting, legal, and finance industry's top publications—both consumer and trade—with whom ongoing contact is made both pitching story ideas as well as probing for their needs for stories. Once an editor and story idea/need have been identified, a Guild member who has expressed an experience/interest in the topic will be contacted to discuss the project and author the article. In exchange for this service, NACVA asks Guild members to mention NACVA and/or their NACVA credentials where appropriate in the article.

NACVA Committees

The Committees offer one of the best opportunities for members to participate in the decision-making process and contribute to the development of the Association. Committee positions are reaffirmed annually or each time the Committee is called upon for its support. This reaffirmation allows members to come and go from the Committee as their time permits and keeps the Committee vital with a constant rotation of members offering varying levels of support. Members can sit on a Committee for as long as they wish. Some of the Committees can open up new financial opportunities for members, depending on level of involvement. Some Committees also offer opportunities to gain local or national recognition. Of the six Committees listed, indicate up to two preferences on the Application Form. You will find more on the Committees on the following pages.

A description of each Committee, its area of responsibility, to whom it reports, and its purpose is found below and on the following pages.

NACVA COMMITTEES



The information below outlines the General Parameters within which all Committees should operate, following with more detailed descriptions of each Committee's Role and Purpose.

GENERAL PARAMETERS

- 1) The number of Committee members may be limited by the Executive Advisory Board if in its opinion the Committee size needs to be restricted to help it function more efficiently.
- 2) Headquarters (HQ) will assign Committee Chairs.
- 3) Each Committee will receive at least one assignment per year from either HQ or the Board to which they report (Overseeing Board).
- 4) A liaison from HQ and/or the Committee's Overseeing Board will be assigned each year to help facilitate Committee activity.
- 5) Committee Chairs, assignments, and liaisons will be communicated from HQ by September each year to all Committee members.
- 6) Committee rosters will be updated annually and forwarded to Chairs by September.
- 7) Committee Chairs will have the responsibility to initiate and coordinate phone conferences with members as deemed necessary to accomplish assignments for the year

or given a period of time in which assignments need to be completed.

- 8) HQ will set up and pay for the phone conferences. Committee Chairs need to coordinate these meetings through HQ.

A contact person at HQ is assigned to each Committee. The contact person will schedule the conference call with NACVA's conferencing center; however, the Chairs are responsible for sending documentation to members, i.e., date and time, agenda, minutes from previous meeting, other support materials, etc.
- 9) Committee participation is voluntary and unpaid. Members may note their participation on their *curriculum vitae* (CV) and will receive special acknowledgement in the *Association News*.
- 10) Committee decisions, recommendations, and initiatives can be made by a majority of those present at a meeting. Quorums are not applicable. NACVA's goal with the Committees is to elicit constructive, well-thought-out, discussed ideas and suggestions from the membership. The Committee structure provides an avenue in which this type of input is possible.

ROLE AND PURPOSE

Annual Conference Committee (ACC)

The Annual Conference Committee's purpose is to help NACVA Headquarters (HQ) plan, develop, and execute its May/June conference. The Committee can establish subcommittees as needed and has the responsibility for refining program agendas, identifying and securing presenters, assigning moderators, and recruiting attendance through State Chapter support, all of which must be done in a timeframe determined by HQ. HQ handles all the financial arrangements, including determining locations, meeting facility negotiations and contracts, as well as presenter commitments and travel. HQ also markets and promotes the conference, but participating members of the Committee get recognition for organizing the event. The ACC reports to HQ.

Course Review Committee (CRC)

The Course Review Committee has the responsibility of reviewing NACVA's substantial curriculum. Its members work under the direction of NACVA's Education Quality Assurance Board (EQAB) and the HQ oversight team to follow established criteria in evaluating curriculum content, completeness, accuracy, topical emphasis, formatting, and, where practical, observe the presentation to provide comment and feedback on the quality, flow, and cohesiveness of the presentation. The position is not compensated, but Reviewers receive free training materials and Continuing Professional Education (CPE) credit upon request. Reviewers' names are sometimes listed in the front of the course materials depending on the nature of the review. This can be added to the Reviewer's *curriculum vitae*. The number of Committee members is not restricted as NACVA has many courses to review, will have multiple Reviewers review the same course, and will continue to add more courses in the future. Also, courses need to be re-reviewed as updates and rewrites occur. This review will assure our curriculum reflects current theory, practice, and industry applications. The CRC reports to the EQAB.

CVA Exam & Grading Committee/Team (EGCT)

The CVA Exam & Grading Committee/Team is a group open to NACVA members who are credentialed by NACVA with five or more years' experience providing business valuation services. They have the responsibility for reviewing and grading the business valuation Case Studies or demonstration reports submitted to HQ for peer review and assessing if candidates meet NACVA's Experience Threshold prior to NACVA awarding its CVA designation. HQ administers the entire process. The purpose of the EGCT is to maintain the integrity of grading for the peer review process, and provide input to HQ and the Valuation Credentialing Board (VCB) on ways to improve, modify, strengthen, streamline, validate, and monitor the process. The EGCT's scope expands to include making recommendations on grading procedures, answer

keys, and the quality of questions on a periodic basis. Its members also have the charge to help contribute and/or review questions and answers in NACVA's Q&A database and assess exam content for proportional balance in addressing topics as provided for in NACVA's Business Valuation Body of Knowledge. The Committee's fundamental purpose is to provide added assurance our examination and grading processes are of the highest integrity. EGCT members who also grade Case Studies receive a fee for their services. The EGCT reports to the VCB and HQ.

Practice/Business Development Committee (PDC)

The Practice/Business Development Committee was formed to pool together members' thoughts, ideas, and wish lists on how NACVA can better support its members in all regards. Discussion should focus on the evolving and changing needs of today's business consultant with a forward view to anticipate the needs of the future. The scope of the Committee is broad in that nothing is outside the realm of discussion. Committee members can and should discuss needs pertaining to technology, staff development, client issues, marketing, reengineering, outsourcing, value-added services, time management, insurance, and anything else that impacts the Committee members' own business development where possible solutions (even remote) may be found. Within their purpose, the Committee may be asked to evaluate NACVA products, which sometimes includes beta testing, and providing ideas and suggestions to NACVA Headquarters for improvement. Members need to be current on all of NACVA's products, services, support, and benefit programs, as well as those of other organizations in the community. Many HQ initiatives coming from Committee recommendations will be utilized to help NACVA build its service offerings to members and their firms. The PDC reports directly to HQ.



NACVA's Certified Valuation Analyst® (CVA®) designation is the only valuation credential accredited by the National Commission for Certifying Agencies® (NCCA®), the accreditation body of the Institute for Credentialing Excellence™ (ICE™).

Standards Committee (SC)

In 2008, the Standards Committee updated NACVA's Standards so as not to conflict with the AICPA's new SSVS No. 1. Our new Standards were approved by the membership and became effective January 1, 2008. Since then, the Committee's role has been to provide clarification/interpretation of areas in the Standards either in response to questions from our members or to address elements of practice and application not addressed in our principles based Standards, yet determined to require clarification by the Committee. These clarifications/interpretations are published in a document entitled, "Frequently Asked Questions" (FAQs), which is posted on NACVA's website along with our Standards.

The Committee should support the broad use and acceptance of our Standards by pursuing bipartisan relationships with other standards-making organizations. They also have the charge to stay abreast of other industry standards, rules and requirements, and practice aids that impact our members. Accordingly, the Committee should be proactive in influencing other organizations' pronouncements for the best interests of our members. Committee members field phone calls referred to them by HQ to explain or interpret any words, sentences, or parts of our Standards. The Committee's purpose is to promulgate NACVA's Standards throughout the business valuation provider and user communities. This is achieved by addressing issues in the business valuation community and providing interpretations, rewrites, and new releases of NACVA's Standards as deemed necessary and prudent. The SC reports directly to the Executive Advisory Board (EAB), apprising the Ethics Oversight Board (EOB) when and where their involvement is appropriate.

State Chapters Committee (SCC)

The State Chapters Committee's primary purpose is to support NACVA's State Chapters throughout the U.S. This can include strengthening relationships with State CPA Societies, Bar Associations, and other local professional groups. The Committee, of which any member can belong, is supported by Chapter Presidents, the latter of whom are required to participate. From the Committee comes communications, ideas, and agendas for local programs. The Committee also coordinates intrastate activities, facilitates communications between Chapter Presidents, and helps identify NACVA members willing to pledge their support. HQ looks to the Committee to suggest ways to enhance, improve, build, and expand NACVA's public relations efforts. This includes advertising campaigns, joint conferences with affiliated organizations, and identifying contacts and sources to help build NACVA's local and national prominence. The SCC reports to HQ.

We Establish, Build,
Protect and Defend Value™



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