



**STANDARDS FOR EXCELLENCE®
GUIDELINES FOR “CERTIFIED LICENSED CONSULTANTS”
Maryland-Based Participants**

General Usage/Requirements Outside of Maryland

- Licensed consultants can provide unrestricted *Standards for Excellence*® consulting and/or conduct trainings nationally on their own behalf, except in those geographic areas where there is already a Replication Partner in place.
- Consultants should always use the national Standards for Excellence Institute materials provided to them as part of their certification packet. Once these copies have been distributed, additional copies can be purchased at member rates from the Standards for Excellence Institute. Licensing agreements DO NOT include reproducing any copyrighted *Standards for Excellence*® materials without prior consent.
- Licensed consultants may be invited to conduct *Standards for Excellence*® trainings on behalf of the Standards for Excellence Institute or Replication Partners
- Licensed consultants will be asked to report on their usage and distribution of *Standards for Excellence*® materials.

The Standards for Excellence Institute will maintain a list of all trainers and contact information on its website.

Usage Within Maryland

Maryland Nonprofits will provide locally based consultants the consent without prior approval to:

- Provide *Standards for Excellence*® consulting to organizations in Maryland interested in improving their governance and management.
- Provide *Standards for Excellence*® consulting to organizations in Maryland applying for local or national certification.

Consultants/trainers will be held accountable to the following provisions with respect to *Standards For Excellence*® trainings and use of Maryland Nonprofit Standards materials.

- Conduct *Standards for Excellence*® trainings in [State/jurisdiction] if contracted through the Replication Partner or with the explicit approval of the Replication Partner, on a case-by-case basis.
- Trained consultants must purchase local codebooks and local educational resource packets to distribute to their clients in these jurisdictions. Each Replication Partner will make arrangements for the sale of local materials.

Information on the Standards for Excellence Institute Replication Partners can be found at our website at: http://www.standardsforexcellenceinstitute.org/public/html/learn_e.html. For additional questions, please contact Justin Pollock at 301-565-0505 x30 or jpollock@standardsforexcellenceinstitute.org.